

Neal Czaplewski, Chairman
Jeff Rice, Supervisor No 1
Steve Swantz, Supervisor No 2
Jason Ketterhagen, Supervisor No 3
vacant, Supervisor No 4

Town Board Agenda

32288 Bushnell Road / Burlington WI 53105

January 8, 2026 / 6:30PM

Notice is hereby given that a regular meeting of the Town Board of the Town of Burlington will be held on **Thursday, January 8th, 2026**, in the Burlington Town Hall, 32288 Bushnell Road, Burlington, Racine County, Wisconsin. The meeting will begin after the Planning & Zoning meeting which begins at 6:30PM.

If you would like to join via conference call, **please call 701.802.5429** and use **Access Code 6330779#** or go to **www.freeconferencecall.com** and use meeting code **tob5**.

1. Call to order

- a. Roll Call
- b. Verification of Posting

2. Public comment – Please be advised per Wis Stats 19.84(2), comments should be addressed directly to the Town Board. This segment is placed early in the agenda so that the public may make their comments prior to discussion or action by the Town Board. Individual comments are limited to no more than three minutes each. The Public Input section is limited to a total of 15 minutes. Once the public input segment ends there will be no additional discussion from the audience. The Town Board may extend time or suspend this rule if deemed necessary.

3. Town Chairman and Supervisors Reports

4. Consent Agenda

Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, any item may be removed at the request of any Supervisor and addressed immediately following the motion to approve the other items on the Consent Agenda.

- a. Approval of meeting minutes
 - i. Regular meeting on December 11, 2025
 - ii. Special meeting on December 23, 2025
- b. Accept Monthly Reports: Highway, Sheriff, Marine, Fire
- c. Short-term rental

Action: *Approve/Deny the consent agenda*

5. Financial Reports

- a. Pre-paid vouchers
- b. Bills approximately as of January 8, 2026

Action: *Approve/Deny*

-
- Agenda is subject to change
 - Discussion and action may occur on any agenda item
 - All meetings are subject to the Open Meetings law and will be recorded
 - If you are disabled and have accessibility needs or need information interpreted for you, please call Town Office at 262.763.3070 at least 24 hours prior to the meeting

6. Plan Commission Recommendation

a. Land Division

- i. Petitioner/Owner: Keri Brinkman
Parcel: 002-03-19-20-002-020
Maple Lane

b. Rezone

- i. Petitioner/Owner: Keri Brinkman
Parcel: 002-03-19-20-002-020
Maple Lane

Action: *Accept or Decline Recommendation*

7. Confirmation of Town of Burlington Fire Department Officers

Action: *Discussion and Possible Action*

8. Discussion on Town Owned Piers at White Oak Park/Lagoon Beach

Action: *Discussion Only*

9. Town Logo

10. Adjournment

Jeanne Rennie, Clerk

2026 January 6

Attest to Posting of Public Notices

State of Wisconsin
County of Racine
Town of Burlington

I, Jeanne Rennie, hereby certify that I posted a true and correct copy of the following item(s) on the bulletin board(s) at the locations indicated below. Said posting was accomplished by pinning the document(s) to the bulletin board.

1. Town of Burlington Town Hall, 32288 Bushnell Road
Date: 01/06/2026 Time: 11:11 AM

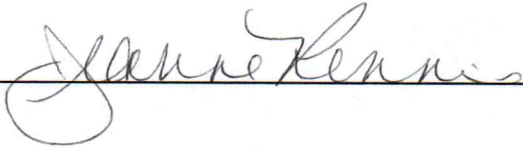
2. Beachview Grocery Store, 33225 S Lakeshore Drive
Date: _____ Time: _____

3. Al's Little Country Store, 30411 Durand Avenue
Date: _____ Time: _____

Additionally, all documents listed as follows have also been posted on the Town of Burlington's website: www.TownOfBurlingtonWI.gov

Date: 01/06/2026 Time: 11:04 AM

Documents posted:
2026 Jan 8 - TB agenda

Signed:  Date: 01/06/2026

Three physical locations or one physical location and Town website required.



Neal Czaplewski, Chairman
Jeff Rice, Supervisor No 1
Steve Swantz, Supervisor No 2
Jason Ketterhagen, Supervisor No 3
vacant, Supervisor No 4

Town Board Meeting Minutes

32288 Bushnell Road / Burlington WI 53105

December 11, 2025

Call to order

At 6:30 PM Chairman Czaplewski called to order the regular meeting of the Town of Burlington board. The meeting was held in the auditorium of town hall at 32288 Bushnell Road. Everyone in attendance stood and recited the pledge of allegiance. The meeting agenda was properly posted according to Wis Stats 19.4(4).

Along with Chairman Neal Czaplewski, Supervisors Jeff Rice, Steve Swantz, and Jason Ketterhagen and honorary member Brandon Fliss were in attendance.

Public comment

Phil Paustian, 33115 Cardinal Trl – spoke about Bohners Lake and would like to see the town consider dredging the lagoon.

Town Chairman and Supervisors Reports

Czaplewski and the supervisors spoke about the meetings they have attended during the previous month, which included the first meeting of the ATV/UTV committee. Ketterhagen commented that the committee made a lot of progress at the meeting.

Consent Agenda – Approval of meeting minutes from regular meeting on November 13, 2025, and special meeting on November 18, 2025; Accept Monthly Reports: Highway, Sheriff, Marine, Fire; Approve poll workers for the 2026-2027 term; and Mobile Home license renewal application; and temporary liquor license for Burlington Lions Club.

Rice motioned to approve the consent agenda as presented; Swantz seconded the motion. Motion carried 4-0.

Financial Reports – pre-paid vouchers and bills approximately as of December 11, 2025

Ketterhagen motioned to approve the financial reports as presented; Swantz seconded the motion. Motion carried 4-0.

Quarry, Gravel Pit, Sand Pit, Asphalt and Tar Paving Mix Plants, Concrete Ready-Mix Plant, Target Range or Dump renewal applications for Owners and Operators

Owners: Asphalt Contractors – 34215 Market St; Asphalt Contractors – 7148 McHenry St; Burlington Spring Valley – 1235 Spring Valley Rd; Cretex Materials – 5731 Brever Rd; TTT Real Estate, DBA Hillside Aggregates – 7126 McHenry St; Trenton Ventures, DBA Pine Lake Materials – 29331 Durand Ave; Wanasek Corp – 29606 Durand Ave; and Baumeister Trust – 5065 Warren Rd

Operators: Asphalt Contractors – 34215 Market St; Asphalt Contractors – 7148 McHenry St; Burlington Spring Valley – 1235 Spring Valley Rd; Cretex Materials – 5731 Brever Rd; TTT Real Estate, DBA Hillside Aggregates – 7126 McHenry St; Trenton Ventures, DBA Pine Lake Materials – 29331 Durand Ave; Wanasek Corp – 29606 Durand Ave and Reesman Excavating & Grading – 5065 Warren Rd

Czaplewski commented that the Town has received complaints regarding dust from Cretex. The Town is exploring possible solutions for residents located near the area.

Town of Burlington Minutes December 11, 2025

Swantz motioned to approve all the licenses; Rice seconded. Motion carried 4-0.

Fire Department Fundraising and Milestones for 2026

Chief Vrchota spoke about the fundraising efforts of the fire department. He requested the town to incorporate insurance and maintenance into the fire department's budget. The town board discussed the current ordinance and policy with Administrator Naber and Chief Vrchota.

Swantz motioned to approve the purchase of the UTV; Rice seconded. Motion carried.

Town Policy Update – Vehicle and Equipment Policy

Naber spoke about the current policy and the changes proposed. It has been updated to include equipment along with vehicles and it has been aligned with current practices. The board discussed a section of the policy regarding the full-time employees using the plow trucks to plow their home driveways. Jake Isaacson, Highway Foreman, discussed this with the board. The board added "At the discretion of the Highway Superintendent" to the policy under usage and add a "Hold Harmless agreement."

Rice motioned to adopt Resolution 2025-12.11a Vehicle and Equipment Policy with the suggested changes; Swantz seconded the motion. Motion carried 4-0.

Discussion on Town Owned Piers at White Oak Park/Lagoon Beach

Naber spoke about the previous motion by the board to have all private piers removed from town property. The pier owners have been notified and will have until May 1st to remove them. She also discussed possible types of piers to have installed. Each pier would have 2 slips. The board discussed installing piers at the lagoon and potentially entering into an intergovernmental agreement with the Bohners Lake Sanitary District to dredge the area.

Naber will research pier installation along with an intergovernmental agreement and leasing of the piers for the January meeting when the board will continue this discussion.

Closed Session Motion to enter Closed Session under Wis Stats **19.85 (c)** considering employment and compensation of a public employee reasons require a closed session – Employee Compensation
2025 12 11

Swantz motioned to enter closed session at 7:25PM; Ketterhagen seconded the motion. Roll call vote was unanimous.

Motion to adjourn closed session and reconvene in open session

Rice motioned to adjourn closed session and reconvene in open session at 8:54PM. This motion was seconded by Swantz. Motion carried.

Possible action from Closed Session

Swantz motioned to approve the compensation increases as discussed in closed session; Rice seconded. Motion carried 4-0.

Adjournment

Swantz motioned to adjourn at 8:55 PM; Rice seconded the motion. Motion carried unanimously.

Respectfully submitted,
Jeanne Rennie, Clerk



Neal Czaplewski, Chairman
Jeff Rice, Supervisor No 1
Steve Swantz, Supervisor No 2
Jason Ketterhagen, Supervisor No 3
vacant, Supervisor No 4

Town Board Meeting Minutes

32288 Bushnell Road / Burlington WI 53105

December 23, 2025

Call to order: Roll Call and Verification of Posting

Chairman Czaplewski called to order the special meeting of the town board at 2:00PM on Tuesday, December 23, 2025. The meeting was held by telephone. Czaplewski confirmed that the meeting was properly posted.

In attendance along with Czaplewski were Supervisors Jeff Rice, and Jason Ketterhagen. Steve Swantz was absent.

Purchase of PPV Fan for the Fire Department

Chief Vill Vrchota spoke about the quotes received for a PPV fan along with available grant money to use.

Rice motioned to approve the purchase of a PPV fan in the amount of \$5,425 from Air One for the Fire Department; Ketterhagen seconded the motion. Motion carried unanimously.

Adjournment

Rice motioned to adjourn at 2:05 PM; Ketterhagen seconded the motion. Motion carried unanimously.

Respectfully submitted,
Jeanne Rennie, Clerk

Town of Burlington Highway Report

For the month of 12/12/31/25

- Emptied trash cans in the parks and boat launch
- Trimmed brush in right of ways
- Repaired damaged road signs
- Filled potholes
- Received 310 ton of salt
- Cleaned all drains and catch basins
- Cleaned up landfill
- Picked up and mixed 77 ton of sand with salt
- Repaired 4 manhole covers hit by plows
- Washed trucks
- Cleared snow off bridge decks

Equipment

- Replaced tail light truck #85
- Replaced reverse light truck #84
- Replaced wing cutting edge on trucks #88 and #82
- Truck #80 to Lynch replaced bad taillight module
- Repaired cutting edge on loader

Snow/Wind

- 12/1,2 1 ½ snow
- 12/7, 6 inches snow
- 12/9,10 2 in snow
- 12/29 1 in blowing snow
- 12/9,11,13 drifting
- 12/17,23 brined
- 12/30 3in snow
- 12/31 ½ snow
- 1/1 1" snow



Jake Isaacson, Highway Department Foreman

Town of Burlington, Wisconsin
32288 Bushnell Road · Burlington, WI 53105
Phone: (262) 763-3070

E-Mail: jake.isaacson@townofburlingtonwi.gov | www.TownofBurlingtonWI.gov



RACINE COUNTY SHERIFF'S OFFICE

717 Wisconsin Avenue, Racine, WI 53403-1237

(262) 886-2300 FAX (262) 637-5279

Waterford (262) 534-5166 Burlington (262) 763-9558

Sheriff Christopher Schmaling

Chief Deputy James P. Weidner

Town of Burlington's Monthly Activity Report, December 2025

Board Members,

For the month of December, the following was completed on your municipality's behalf in accordance with your contract with our agency:

- *Number of citations issued for your municipality 112*
- *Number of arrests 12*
- *Number of warrants cleared 4*
- *Number of calls for service 158*
- *Number of extra attentions / crime preventions 187*
- *List any significant calls.*
- *List any crime trends/known issues or areas of concern that we are focusing on.*
 - *Areas of Traffic concerns.*
Speed on 142, CTH P, STH 11, and bypass.
 - *Areas of vandalism.*
Nothing recent.
 - *Areas of burglaries or thefts.*
Nothing recent.
 - *Miscellaneous*
Check community parks and businesses.
Attention to schools especially at arrival and dismissal.

Thank you for placing your trust in our agency as we continue to provide service and protection to your community.

Sheriff Christopher K. Schmaling
by Lt. C. Gehrand

"A Tradition Since 1836"

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CAD Summary Report

Printed On: 01/06/26 09:40

Racine County

	12/25	Total
911 Hangup/Disconnect	2	2
Accident - Property Damage	14	14
Accident Unknown	1	1
Aid Motorist	12	12
Alarm Burglary	4	4
Alarm Fire	1	1
Animal At Large	2	2
Animal Complaint	3	3
Animal Mistreatment	2	2
Assault Report	1	1
Assist Other Jurisdiction-Not Urgent	1	1
Assist Other Jurisdiction-Urgent	1	1
Assistance Requested-Citizen	11	11
Attempt To Locate	1	1
Building Check	6	6
CIB Hit	2	2
Civil Trouble	5	5
Crime Prevention	154	154
Damaged Sign	2	2
Death Investigation	1	1
Drug Overdose	1	1
Extra Attention	3	3
Family Trouble	2	2
Fraud	5	5
Fraud Gasoline/Diesel (Driveoff)	1	1
Information	3	3
Mental Subject	3	3
Operating Vehicle While Intoxicated	3	3
Ordinance Violation	2	2
Paper Service	1	1



CAD Summary Report

Printed On: 01/06/26 09:40

	12/25	Total
Parking Violation	4	4
Reckless Driving	9	9
Rescue Run	31	31
Sexual Assault Report	2	2
Suicide Attempt	1	1
Suspicious Circumstances	4	4
Suspicious Vehicle	4	4
Temporary Restraining Order Service	2	2
Traffic Hazard	8	8
Traffic Incident	2	2
Traffic Violation	194	194
Vehicle In Ditch	4	4
Welfare Check	3	3
Total	518	518



Town Of Burlington

Fire Department

32288 Bushnell Rd. Burlington, WI 53105

Membership:

Recommendation and approval of department Captains for Station 2 is Rick Kivisto and Station 3 is Ken Remer. These are two-year terms. Pending approval of Rick Kivisto as the new Station Two Captain, there will be a vacancy in the Lieutenant position. There is one year left on that term. The department would then open the application process to fill that spot for the remainder of this term and seek board approval at the February meeting.

Recommendation and approval of the appointment of Vicki Baumeister to the Safety Officer position by Chief Vrchota. This position carries the rank of Captain and does not have a set duration. Previously held by AC Wingreen in a dual role.

New TOBFD members for 2025 are as follows:

Breanna Weber (5/22/2025), Jake Mampe (9/9/2025), Jake Bathke (1/9/2025), and Zack Haynes (2/11/2025)

Upcoming Events:

- Training for January is CPR recert for the department.
- Family Engagement Night at Burlington High School.

Equipment:

- Progress continues to be made with manufacturing and build out of new engine 922.

Upcoming Grant Opportunities:

- The department will be submitting a grant application for a skid unit to continue the upfit of the new UTV. If awarded this request, the department will be asking for approval from the board to purchase this equipment. The skid unit exceeds the \$5,000.00 amount per the town's spending policy.



Town Of Burlington

Fire Department

32288 Bushnell Rd. Burlington, WI 53105

For the Period From 12/01/2025 00:00 To 12/31/2025 23:59

Code	Description	# of Incidents
ACCPI	Accident Personal Injury	3
ALS	Advanced Life Support	14
ALS1	ALS Station 1	19
BLS	Basic Life Support	6
FIREA	Fire - Supervised Alarm S	1
INVASS	Invalid Assist	2
MABAS	Mutal Aid Box Alarm	2
CRBMON	Possible Carbon Monoxide	1
PNB	Pulseless, Non-Breathing	1
RAO	Recip Aid Out of City	2
FIREO	Single Engine Response	2
FIRE	Structure Fire	2
Grand Total		55

TOBFD members had a total of 88 hours for calls to service in the month of December.

Town of Burlington

Initial Short Term Rental Application- Fee \$1,000.00

Renewal Short Term Rental Application- Fee \$500.00

***Late Filing Fee \$2,000.00**

Date: 12/18/25

For the license period beginning _____ 20____
Ending April 30th 20 26

Proposed Short-Term Rental Address: 3721 Lake St

CONTACT INFORMATION:

Property Owner Name: Tammy/Carl LaPorte

Property Manager Name: Tammy LaPorte

24-hour Phone Number: _____ Owner's Phone Number: _____

Mailing Address: _____

Email: _____

REQUIRED:

☒	Proof of casualty and liability insurance issued by an insurance company authorized to do business in the State of Wisconsin, with liability limits of not less than \$300,000 per individual and \$1,000,000 aggregate
☒	Floor plan of the proposed property for rental with requested maximum occupancy
☒	Site plan including available onsite parking
☒	Copy of Racine County Health Division "License, Permit or Registration"

All Short-term Rental applications are required to have an annual inspection by the Racine County Health Department.

I, Tammy LaPorte Tammy LaPorte (Property Owner OR Authorized Agent) certify that the above property meets the requirement of the Town of Burlington Code.

Tammy LaPorte
Signature of Property Owner OR Authorized Agent

Office Use Only:

	Original	New
Date Filed:		Permit Number:
Check Number:		Approval Date:
Payment Received:		Registration Fee:

Town of Burlington

Prepays

December 12, 2025 through January 6, 2026

Name	Num	Date	Due Date	Class	Account	Paid Amount
QuickBooks Payroll Service		12/12/2025			108000 · Community St BankGen Cking	
QuickBooks Payroll Service					2110 · Direct Deposit Liabilities	-15,471.40
TOTAL						-15,471.40
QuickBooks Payroll Service		12/24/2025			108000 · Community St BankGen Cking	
QuickBooks Payroll Service					2110 · Direct Deposit Liabilities	-15,052.00
TOTAL						-15,052.00
KWIK TRIP Extended Network	ACH	12/12/2025			108000 · Community St BankGen Cking	
		12/09/2025	01/08/2026		Kwik Trip - Hwy Department	-523.04
TOTAL						-523.04
AFLAC	ACH	12/18/2025			108000 · Community St BankGen Cking	
					24000 · Payroll Liabilities	-282.06
TOTAL						-282.06
DEPARTMENT OF EMPLOYEE TRUST FUNDS	ACH	12/18/2025			108000 · Community St BankGen Cking	
					24000 · Payroll Liabilities	-4,914.02
TOTAL						-4,914.02
DEPARTMENT OF EMPLOYEE TRUST FUNDS (1)	ACH	12/19/2025			108000 · Community St BankGen Cking	
					24000 · Payroll Liabilities	-6,577.94
TOTAL						-6,577.94
SUN LIFE FINANCIAL	ACH	12/22/2025			108000 · Community St BankGen Cking	

Town of Burlington

Prepays

December 12, 2025 through January 6, 2026

Name	Num	Date	Due Date	Class	Account	Paid Amount
		12/22/2025	01/21/2026		516118 · Insurance General	-137.46
						-137.46
TOTAL						
VISA					108000 · Community St BankGen Cking	
	ACH	12/30/2025				
		12/16/2025	01/15/2026		Visa - Clerk	-49.84
		12/16/2025	01/15/2026		Visa - Fire Department	-53.54
		12/16/2025	01/15/2026		Visa - Administrator	-1,265.73
TOTAL						-1,369.11
WE ENERGIES (1)					108000 · Community St BankGen Cking	
	ACH	12/30/2025				
	0716952482-00002	12/10/2025	12/25/2025		516107 · Utilities General	-98.92
TOTAL						-98.92
WE ENERGIES (1)					108000 · Community St BankGen Cking	
	ACH	12/30/2025				
	5729403350	12/30/2025	01/14/2026		516107 · Utilities General	-22.19
					516107 · Utilities General	-261.60
					523017 · Utilities FH3	-420.38
					523017 · Utilities FH3	-377.52
					533316 · Utilities Highway	-24.00
					533316 · Utilities Highway	-368.58
					516107 · Utilities General	-622.58
					523016 · Utilities FH2	-626.66
					516107 · Utilities General	-609.34
					534004 · Utilities Landfill	-17.43
					533340 · Street Lighting	-1,444.74
TOTAL						-4,795.02
EFTPS/FEDERAL ELECTRONIC FILING					108000 · Community St BankGen Cking	
	E-pay	12/15/2025				
					24000 · Payroll Liabilities	-7,861.22

Town of Burlington

Prepays

December 12, 2025 through January 6, 2026

Name	Num	Date	Due Date	Class	Account	Paid Amount
TOTAL						-7,861.22
EFTPS/FEDERAL ELECTRONIC FILING	E-pay	12/15/2025			108000 · Community St BankGen Cking	
TOTAL					24000 · Payroll Liabilities	-5,538.54
						-5,538.54
EFTPS/FEDERAL ELECTRONIC FILING	E-pay	12/19/2025			108000 · Community St BankGen Cking	
TOTAL					24000 · Payroll Liabilities	-7.34
						-7.34
EFTPS/FEDERAL ELECTRONIC FILING	E-pay	12/29/2025			108000 · Community St BankGen Cking	
TOTAL					24000 · Payroll Liabilities	-5,716.65
						-5,716.65
WISCONSIN DEPT. OF REVENUE	E-pay	12/29/2025			108000 · Community St BankGen Cking	
TOTAL					24000 · Payroll Liabilities	-1,178.80
						-1,178.80
ASPHALT CONTRACTORS INC (1)	32153	12/12/2025			108000 · Community St BankGen Cking	
TOTAL	BPL30659	12/09/2025	01/08/2026		533321 · Highway Dept Gravel and Stone	-75.40
						-75.40
Burlington Ace Hardware	32154	12/12/2025			108000 · Community St BankGen Cking	
TOTAL	247447	12/09/2025	12/19/2025		533350 · Misc. Highway	-10.79
						-10.79
CRETEX MATERIALS INC. (1)	32155	12/12/2025			108000 · Community St BankGen Cking	

Town of Burlington

Prepays

December 12, 2025 through January 6, 2026

Name	Num	Date	Due Date	Class	Account	Paid Amount
	207811	12/09/2025	01/08/2026		533321 · Highway Dept Gravel and Stone	-167.48
						-167.48
TOTAL						
Dredge America, Inc	32156	12/12/2025			108000 · Community St BankGen Cking	
	PAYMENT #11	12/09/2025	12/19/2025		571405 · Dredging Project	-323,702.68
						-323,702.68
TOTAL						
EAGLE ENGRAVING	32157	12/12/2025			108000 · Community St BankGen Cking	
	9569	12/09/2025	12/19/2025		523030 · Firefighter Gear	-68.30
						-68.30
TOTAL						
GATEWAY TECHNICAL COLLEGE (1)	32158	12/12/2025			108000 · Community St BankGen Cking	
	30476	12/11/2025	01/10/2026		523007 · Training & Seminars Fire	-823.46
						-823.46
TOTAL						
MENARDS BURLINGTON	32159	12/12/2025			108000 · Community St BankGen Cking	
	37215	12/09/2025	01/08/2026		533310 · Supplies Highway	-230.90
						-230.90
TOTAL						
MOTOR PARTS COMPANY	32160	12/12/2025			108000 · Community St BankGen Cking	
	400927	12/09/2025	01/03/2026		533312 · Vehicle Maint/RepairHighway	-45.98
					533312 · Vehicle Maint/RepairHighway	-44.08
					533312 · Vehicle Maint/RepairHighway	-189.99
					533312 · Vehicle Maint/RepairHighway	-59.26
						-339.31
TOTAL						
OPC Pest Services	32161	12/12/2025			108000 · Community St BankGen Cking	

Town of Burlington

Prepays

December 12, 2025 through January 6, 2026

Name	Num	Date	Due Date	Class	Account	Paid Amount
TOTAL	185748	12/09/2025	01/08/2026		523028 · Building Maintenance - FH2	-129.00
						-129.00
raSmith	32162	12/12/2025			108000 · Community St BankGen Cking	
	192337	12/09/2025	01/08/2026		201002 · P & Z Bond Deposits Payable	-183.00
	192343	12/09/2025	01/08/2026		201002 · P & Z Bond Deposits Payable	-792.15
	192342	12/09/2025	01/08/2026		201002 · P & Z Bond Deposits Payable	-380.90
	192341	12/09/2025	01/08/2026		201002 · P & Z Bond Deposits Payable	-589.60
	191723	12/09/2025	01/08/2026		201002 · P & Z Bond Deposits Payable	-2,514.35
						-4,460.00
TOTAL						
SHORT ELLIOTT HENDRICKSON INC	32163	12/12/2025			108000 · Community St BankGen Cking	
	497800	12/09/2025	01/08/2026		201002 · P & Z Bond Deposits Payable	-330.91
	499392	12/09/2025	01/08/2026		201002 · P & Z Bond Deposits Payable	-456.00
	497800A	12/09/2025	01/08/2026		561004 · Engineering Fees P & Z	-69.86
	499392A	12/09/2025	01/08/2026		561004 · Engineering Fees P & Z	-69.86
						-926.63
TOTAL						
Terry & Nudo, LLC	32164	12/12/2025			108000 · Community St BankGen Cking	
	2081	12/11/2025	01/10/2026		511309 · Prosecuting Attorney Fees	-2,196.00
TOTAL						-2,196.00
WMCA	32165	12/12/2025			108000 · Community St BankGen Cking	
	12.11.2025	12/11/2025	01/10/2026		511650 · Expense Clerk	-65.00
TOTAL						-65.00

Town of Burlington
Unpaid Bills Detail
As of January 6, 2026

	Num	Date	Due Date	Class	Split	Aging	Open Balance
ACTION MARINE							
Total ACTION MARINE	38252	12/30/2025	01/09/2026		522010 · Vehicle Maint/RepairWater Ptr		242.28
ASDA ENTERPRISES INC							242.28
Total ASDA ENTERPRISES INC	156059	12/31/2025	01/30/2026		535001 · Garbage/Recycling		46,270.35
ASPHALT CONTRACTORS INC (1)							46,270.35
Total ASPHALT CONTRACTORS INC (1)	KPL30413	01/02/2026	02/01/2026		533322 · Highway Patch/Crack Filling		318.42
Baycom	140295	01/02/2026	02/01/2026		533322 · Highway Patch/Crack Filling		308.66
Total Baycom	12292025	12/31/2025	01/30/2026		523012 · Radio Maint/Repair Fire		627.08
BITCO INSURANCE COMP							170.37
Total BITCO INSURANCE COMP	12.10.2025	12/18/2025	01/17/2026		516118 · Insurance General		170.37
CARGILL							10,969.00
Total CARGILL	2911799669	12/19/2025	12/29/2025		533320 · Road Salt Highway	8	9,689.73
CRETEX MATERIALS INC. (1)	2911780573	12/16/2025	01/02/2026		533320 · Road Salt Highway	4	9,501.59
Total CRETEX MATERIALS INC. (1)	2911823868	12/26/2025	01/05/2026		533320 · Road Salt Highway	1	15,306.73
CURTIS AMBULANCE SERVICE							34,498.05
Total CURTIS AMBULANCE SERVICE	207867	12/16/2025	01/15/2026		533322 · Highway Patch/Crack Filling		128.21
Guard Street Partners, LLC	207935	12/26/2025	01/25/2026		533320 · Road Salt Highway		241.32
Total Guard Street Partners, LLC	20260106-1	01/06/2026	01/16/2026		523100 · Ambulance Service		369.53
HEARTLAND BUSINESS SYSTEMS, LLC							35,355.95
Total HEARTLAND BUSINESS SYSTEMS, LLC	4060A	12/31/2025	01/10/2026		516119 · Computer & Software General		35,355.95
HJ FAUST							326.88
Total HJ FAUST	849942-H	12/31/2025	01/10/2026		516119 · Computer & Software General		326.88
Total HEARTLAND BUSINESS SYSTEMS, LLC	81606084	12/31/2025	01/10/2026		523028 · Building Maintenance - FH2		405.37
							405.37
							342.33

Town of Burlington
Unpaid Bills Detail
As of January 6, 2026

	Num	Date	Due Date	Class	Split	Aging	Open Balance
Total HJ FAUST							342.33
Jefferson Fire & Safety, Inc.							
	IN335204	12/31/2025	01/30/2026		523030 · Firefighter Gear		320.00
Total Jefferson Fire & Safety, Inc.	PB002348	12/31/2025	01/30/2026		523030 · Firefighter Gear		7,624.00
KATHRYN WENZEL							7,944.00
	JAN2026	01/06/2026	01/16/2026		-SPLIT-		690.28
Total KATHRYN WENZEL							690.28
KWIK TRIP Extended Network							
		01/06/2026	02/05/2026		Kwik Trip - Fire Department		447.17
Total KWIK TRIP Extended Network							447.17
LYNCH & ASSOCIATES ENGINEERING CONSULT							
	15355	01/06/2026	02/05/2026		561004 · Engineering Fees P & Z		240.00
Total LYNCH & ASSOCIATES ENGINEERING CONSULT	15354	01/06/2026	02/05/2026		561004 · Engineering Fees P & Z		160.00
LYNCH TRUCK CENTER							400.00
	SO2077507	12/18/2025	12/28/2025		533312 · Vehicle Maint/RepairHighway	9	573.87
Total LYNCH TRUCK CENTER							573.87
MENARDS BURLINGTON							
	38323	12/26/2025	01/25/2026		533322 · Highway Patch/Crack Filling		16.99
Total MENARDS BURLINGTON	38639	12/31/2025	01/30/2026		-SPLIT-		123.49
MOTOR PARTS COMPANY							140.48
	401782	12/16/2025	01/10/2026		523011 · Vehicle Maint/Repair Fire		122.72
Total MOTOR PARTS COMPANY							122.72
MOTOROLA SOLUTIONS							
	8282256402	01/06/2026	02/05/2026		572301 · Fire Dept Vehicle Purchase		10,790.62
Total MOTOROLA SOLUTIONS							10,790.62
OTTER SALES & SERVICE, INC.							
	BUR 1061577	12/26/2025	01/25/2026		533312 · Vehicle Maint/RepairHighway		23.30
Total OTTER SALES & SERVICE, INC.	BUR 1061794	12/26/2025	01/25/2026		533312 · Vehicle Maint/RepairHighway		142.48
PRAXIS CONSULTING							165.78
	20101041	12/30/2025	01/29/2026		511312 · Computers & Software Muni Ct		1,200.00
Total PRAXIS CONSULTING							1,200.00
ProPhoenix Corporation							

Town of Burlington Unpaid Bills Detail As of January 6, 2026

	Num	Date	Due Date	Class	Split	Aging	Open Balance
Total ProPhoenix Corporation		01/06/2026	01/16/2026		523008 · Dues & Fees Fire		2,500.00
QUILL CORPORATION							2,500.00
Total QUILL CORPORATION	47024998	12/29/2025	01/28/2026		516111 · Supplies General		79.98
RACINE COUNTY SHERIFF'S OFFICE							79.98
Total RACINE COUNTY SHERIFF'S OFFICE	2868	12/16/2025	01/15/2026		521040 · Racine County Police Contract		69,026.07
raSmith							69,026.07
Total raSmith	191719	12/31/2025	01/30/2026		201002 · P & Z Bond Deposits Payable		470.35
RELIANT FIRE APPARATUS							470.35
Total RELIANT FIRE APPARATUS	INV-WI-5046	12/18/2025	01/17/2026		523011 · Vehicle Maint/Repair Fire		931.40
SAFEbuilt, LLC							931.40
Total SAFEbuilt, LLC	3052872	01/06/2026	02/05/2026		524050 · Misc. Building Inspector		6,226.78
SCHOLZE, LUDWIG, GRUHN & WISHAU							6,226.78
Total SCHOLZE, LUDWIG, GRUHN & WISHAU	24615	12/18/2025	01/17/2026		511402 · Professional Legal Fees		160.00
SHERWIN INDUSTRIES, INC.							160.00
Total SHERWIN INDUSTRIES, INC.	SC054877	12/16/2025	01/15/2026		533322 · Highway Patch/Crack Filling		1,286.25
SOUTHERN LAKES NEWSPAPERS, LLC							1,286.25
Total SOUTHERN LAKES NEWSPAPERS, LLC	2026 subscription	12/22/2025	01/01/2026		516106 · Dues & Fees General	5	45.50
Spectrum							45.50
Total Spectrum	152417001122125	01/06/2026	02/05/2026		516107 · Utilities General		169.99
Terry & Nudo, LLC							169.99
Total Terry & Nudo, LLC	2177	12/30/2025	01/29/2026		511309 · Prosecuting Attorney Fees		852.00
WI Dept. of Transportation							852.00
Total WI Dept. of Transportation	395-0000417118	12/31/2025	01/30/2026		572403 · Highway Dept Black Topping		234,210.05
WISCONSIN DEPT. OF JUSTICE - Bkgrd Chk							234,210.05

Town of Burlington
Unpaid Bills Detail
As of January 6, 2026

Num	Date	Due Date	Class	Split	Aging	Open Balance
D2085 Dec 2025	01/05/2026	02/04/2026		516116 - CIBREE		7.00
						7.00
						468,017.48

Total WISCONSIN DEPT. OF JUSTICE - Bkgrd Chk
TOTAL



Town Of Burlington

Fire Department

32288 Bushnell Rd. Burlington, WI 53105

Memorandum

To: Town Board

From: Town of Burlington Fire Department – Chief William R. Vrchota

Date: 12/29/2025

Subject: Recommendation for Appointment of Station Captains and Safety Officer

The Chief Officers of the Town of Burlington Fire Department respectfully submit the following recommendations for the appointment of Station Captains. The Safety Officer position is appointed by the Chief and does not have a set duration.

Station Three – Captain

We recommend and seek approval for the appointment of Ken Remer.

Station Two – Captain

We recommend and seek approval for the appointment of Rick Kivisto.

Safety Officer (Rank of Captain)

We recommend and seek approval for the appointment of Vicki Baumeister to the position of Safety Officer.

The Chief Officers respectfully request the Town Board's consideration and approval of the Captain appointments for the 2026–2027 term along with the indefinite appointment of the recommended Safety Officer. We believe these individuals exemplify the leadership, experience, and commitment necessary to support the mission and continued success of the Town of Burlington Fire Department.

Respectfully submitted,

William R. Vrchota

Fire Chief

Town of Burlington Fire Department



