



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

Town Board Minutes

32288 Bushnell Road / Burlington WI 53105

May 14, 2026

Call to order: Roll Call & Verification of Posting

Chairman Czaplewski called to order the regular meeting of the town board at 7:11PM. Czaplewski confirmed that the meeting was properly posted.

In attendance: Neal Czaplewski, Jeff Rice, Steve Swantz, Jason Ketterhagen and Paul Kobernick.

Public comment

Vicky View, 1322 S Teut Rd spoke regarding the short-term rental renewal process. She also spoke about the reasons allowed for a land use variance waiver.

Mary Kay Rybicki, 8020 Wheatland Rd spoke against the land division on the agenda.

Town Chairman and Supervisors Reports

The board members all welcomed Kobernick to the board as this was his first meeting since being elected at the Spring Election last month. The board members and town department heads reported on their activity for the month.

Consent Agenda: A. Approval of meeting minutes for the regular meetings on March 12, 2026 and April 9, 2026; B. Accept Monthly Reports: Highway, Sheriff, Marine, Fire

The temporary alcohol beverage license application and the short-term rental applications were removed from the consent agenda for separate discussion and approvals.

MOTION: Swantz motioned to approve items A&B on the consent agenda; Rice seconded the motion. Motion carried. Paul Kobernick abstained as he was not a board member for the dates of the meetings.

Temporary Alcohol Beverage License for the Browns Lake Waterski Club for July 23 & August 6, 2026

The waterski club has not yet paid the fees due for the licenses. The agent listed for the events has not yet completed the course required.

MOTION: Ketterhagen moved to approve the license applications contingent upon the club paying the fees and submitting an acceptable agent for the events; Swantz seconded the motion. Motion carried.

Short-term Rental Applications for 33609 Contour Dr, 1505 Crossway Rd, Lake St, 3410 Fischer Dr, 33619 Contour Dr, and 30217 Forest Dr

The board discussed the short-term rental application process, including the timing of the renewals.

MOTION: Swantz motioned to approve the short-term applications for all addresses listed; Kobernick seconded. Motion carried.

Financial Reports: Pre-paid vouchers and Bills approximately as of May 14, 2026

MOTION: Rice motioned to approve the financial reports; Ketterhagen seconded. Motion carried.

Plan Commission Recommendation: Land Division and Land Use Variance for Petitioner Dylan Rusch / Owner: Kathleen Mundo Parcel: 002-02-19-11-032-010 / Wheatland Rd

MOTION: Rice motioned to accept the recommendation to deny both applications; Swantz seconded the motion. Motion carried.

4th of July Boys Scouts Ceremony

Korducki requested to allow the boy scouts to hold their annual ceremony on the 3rd of July.

There was a consensus from the board to allow the ceremony and flag retirement be held at the Town Hall. The board thanked Korducki for supervising the event each year.

Auto-aid Agreement Between the Town of Burlington and the City of Burlington

Chief Vrchota stated that the agreements between the mutual aid municipalities are currently being updated. He also stated that the agreement has been reviewed by legal.

MOTION: Rice motioned to approve and sign the auto-aid agreement; Swantz seconded the motion. Motion carried.

Ordinance 2.28 Municipal Court

Naber discussed with the board the proposed changes to the existing Ordinance 2.28 Municipal Court. She stated that the updated ordinance has been reviewed by the town's attorney.

MOTION: Rice motioned to adopt the changes to Ordinance 2.28 Municipal Court; Ketterhagen seconded the motion. Motion carried.

Amendment to the 2026 Racine County Sheriff Contract

Naber stated that the Racine County Sheriff's Department requested the changes proposed. The contract would now be a 1-year agreement. The Racine County Sheriff's Department is standardizing the agreements made with all the municipalities they service. The contract has been reviewed by legal.

MOTION: Swantz moved to approve and sign the contract as presented; Ketterhagen seconded. Motion carried.

Closed Session

Motion to enter Closed Session under Wis Stats 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or likely to become involved. – White Oak Park/Lagoon Beach

This item was tabled.

Adjournment

Rice motioned to adjourn at 7:50PM; Kobernick seconded. Motion carried unanimously.