



Town of Burlington

32288 Bushnell Road / Burlington WI 53105
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Committee of the Whole
December 8, 2022

1 Call to order and roll call

At 5:30 PM Chair Jeff Lang called to order the meeting of the Town of Burlington Committee of the Whole. The meeting was held at the Town Hall, 32288 Bushnell Road, Burlington.

Jeff Lang, Steve Swantz, Neal Czaplewski, Russ Egan, and Brian Fliss were present.

2 Verify posting of meeting

The meeting was properly posted.

3 Tenant's rights and responsibilities, absentee owner's rights and responsibilities, town ordinances respecting same, county ordinances respecting same. Limit to town's responsibilities

Lang spoke on recent issues regarding properties in the Town, including properties where tenants are residing. The board discussed how best to proceed when situations arise when complaints are brought to the Town. This will be an ongoing discussion.

4 Community Garden?

Lang proposed the possibility of creating a community garden when the house is razed at 32316 Bushnell Road. This parcel is owned by the Town. The board discussed different types of garden possibilities and how to maintain and oversee it. There was no decision made.

5 Accounting Software Transition Plan

Naber updated the board with the transition of accounting software. This will take place on December 31, 2022. The Town is transitioning from Sage to QuickBooks. Naber will oversee the conversion.

Naber will be preparing processes and procedures for the office staff.

6 Update on All unfinished projects

The board discussed a variety of other topics.

Naber informed the board that the internet has been fixed for the auditorium. There has been some issues with it recently. She also discussed getting the supervisors access to the shared drive.

There has been a review of all the invoices for legal and engineering related to 30510 Forest Drive to determine who is responsible for repayment per the agreement between the Town, the homeowners and the homeowners association.

Spring Drive has been razed.

Lang informed the board that there is expected to be a surplus at the end of the year. Lang suggested allowing Naber to distribute the funds.

Swantz and Fliss will continue researching short-term rentals.

7 Review memo from Delagrave regarding Fire/EMS

Lang spoke about an email he received from Racine County Executive Jonathan Delagrave. He is looking for input on county services for fire and EMS. He is looking for interest in conducting studies.

Chief Vrchota expressed concerns on changing to this.

8 Adjourn

**Czaplewski motioned to adjourn at 6:26 PM; Fliss seconded.
Motion carried.**

Approved this 12th day of January 2023
Jeanne Rennie, Clerk