



Town of Burlington

32288 Bushnell Road / Burlington WI 53105
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Town Board Meeting Minutes January 11, 2024

1 Call to order and roll call

At 6:52 PM Chair Russ Egan called to order the regular meeting of the Town of Burlington Board of Supervisors. The meeting was held at the Town Hall, 32288 Bushnell Road, Burlington.

Chairman Russ Egan and Supervisors Steve Swantz, Neal Czaplewski, Jason Ketterhagen, and Brian Fliss were present.

2 Verify posting of meeting

Egan confirmed that the meeting was properly posted.

3 Citizen Comments

Bev Gill – 6641 Wheatland Road – spoke about her research on the Wemhoff Preserve and the Town of Burlington Resolution 69-6.

4 Minutes from the Regular Meeting held on December 14, 2023

Fliss motioned to approve the minutes as presented; Swantz seconded. Motion carried.

5 Reports

Egan – nothing to report.

Swantz – nothing to report.

Fliss – nothing to report.

Czaplewski – nothing to report.

Ketterhagen – has a meeting scheduled for ADA doors at town hall.

Highway – Isaacson provided a written report for the month.

Fire – Chief Vrchota reviewed the department activity for the month of December. He also spoke about the new EMS services. Medix has already

responded to 9 calls since the first of the month. The Fire Department has gone on rides with them to aid in the transportation.

Marine – no report.

Emergency – no report.

Sheriff's Department – a written report was provided for the month of December 2023. There was no one from the department in attendance.

Chamber of Commerce – not in attendance.

Administrator – Naber gave an update on the Collection Site. It will be closed on Saturday, January 13, 2024, due to the weather. It will be open on January 20th.

6 Bills as of January 11, 2024

Fliss moved to pay the bills as of January 11, 2024; Ketterhagen seconded.

Swantz questioned Action Marine. Naber stated that this was for the winterization for the marine patrol.

Motion carried.

7 December 2023 financials

Czaplewski moved to accept the financials as presented; Fliss seconded.

Motion carried.

Naber stated that the auditors will be coming this month.

8 Planning & Zoning recommendations

a. Rezone

Petitioner/Owner: Kurt B and Julie A Petrie Living Trust

Parcels: 002-03-19-26-002000

29235 Ketterhagen Rd

b. Final Plan/Land Division

Petitioner/Owner: B&L Development

Parcels: 002-03-19-22-023-020 and 002-03-19-22-020-200

Plank Rd/1225 S Browns Lake Drive

Fliss motioned to accept the recommendations from the Planning & Zoning Committee; Swantz seconded.

Motion carried.

9 Discussion and possible action on approving a Driveway Ordinance

Naber discussed the current conditions of the driveways and the lack of oversight by the Town. The Fire Department has voiced concerns regarding the width and pitch of driveways.

Discussion held regarding the impact of implementing the ordinance.

Public Comments:

Emily Scott – Plank Road; Bill Korducki – 31010 Plank Road; and Joe Ketterhagen – 7922 Wheatland Road all spoke about the consequences of enacting the ordinance.

There was no action taken.

10 Discussion and possible action on approving fee for Non-Emergency Lift Assistance Ordinance and Resolution 2024-1 Non-Emergency Life Assistance Fee

There was a discussion of Ordinance 8.42 and Resolution 2024-1 regarding fees related to non-emergency lift assistance.

Public Comments included: Jeff Rice – 29800 Bushnell Road – who asked about transport fee, which is not apart of this ordinance; Emily Scott – Plank Road – who asked about the number of calls; and Bev Gill – 6641 Wheatland Road – who asked about the number of assisted living facilities.

Fliss motioned to approve the Ordinance and Resolution 2024-1 with the inclusion of “per incident” added to 8.42.04; Czaplewski seconded. Motion carried.

11 Discussion and possible action on sending a letter to Racine County in interest of joining Wisconsin Cyber Alliance

There was a discussion regarding the Wisconsin Cyber Alliance. There is no cost to join.

Fliss motioned to send a letter to Racine County in interest of joining the Wisconsin Cyber Alliance; Czaplewski seconded. Motion carried.

12 Discussion and possible action on appointing a person to the vacant seat on Planning and Zoning

There was a discussion regarding the vacancy caused by Jeremy Krusemark's resignation. Egan requested input from the Board. There was a discussion regarding how the position could be filled.

Egan appointed Larry Lettow to the position.

Clerk Rennie will administer the oath of office after the meeting. His term will end April 30, 2026.

13 Adjourn

**Czaplewski motioned to adjourn at 7:45 PM; Swantz seconded.
Motion carried.**

Approved this 8th day of February 2024
Jeanne Rennie, Clerk