



Town of Burlington

32288 Bushnell Road / Burlington WI 53105
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Town Board Meeting Minutes January 9, 2025

1 Call to order and roll call

At 6:30 PM Chair Russ Egan called the Town Board meeting to order. The meeting was held at the Town Hall, 32288 Bushnell Road, Burlington.

Every stood and said the pledge of allegiance.

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

2 Verify posting of meeting

The Affidavit of Posting was supplied to the town board chairman.

3 Citizen Comments

There were no comments.

4 Minutes from the regular town board meeting held on December 12, 2024

Fliss motioned to approve the minutes as presented; Ketterhagen seconded. Motion carried. Swantz abstained because he did not attend the previous meeting.

5 Reports

Egan – nothing to report.

Czaplewski – nothing to report.

Ketterhagen – did not have a report.

Fliss – nothing to report.

Highway – Isaacson was not in attendance, provided a written report about the activity from the previous month.

Fire – Chief Vrchota gave an update on the department, including calls; education; grants; energy conservation at the fire stations; and meetings.

Sheriff's Department – provided a written report for the month of December. Lt Gehrand introduced a couple of deputies that work in the Town.

Administrator – Naber stated that the audit will begin January 22nd. She also stated that there are three contracts ending this year.

Clerk – gave an update on the Spring Election.

6 Bills as of January 9, 2025

Fliss moved to pay the bills as of January 9, 2025; Ketterhagen seconded. Motion carried unanimously.

7 December 2024 financials

Fliss moved to accept the financials as presented; Swantz seconded. Czaplewski asked about the Deferred Revenue. Naber stated that this is the Town's portion of property taxes.
Motion carried unanimously.

8 Discussion and possible action on Payment No. 1 to Dredge America for the upcoming dredging project of Browns Lake

Claude Lois, Browns Lake Sanitary District, first payment coming due. This is part of an intergovernmental agreement between the Town and the Browns Lake Sanitary District. The Sanitary District has approved the payment at their meeting.

The Board would like to see the details of work completed before payments are to be made.

Czaplewski motioned to approve payment #1 to Dredge America \$512,975.78; Swantz seconded. Motion carried unanimously.

9 Discussion and possible action on approving phase 2 of the drainage plan for 30510 Forest Dr

At the July 2024 town board meeting, the board motioned to proceed with phase 2 of the agreement.

Robert Wielgos, raSmith, spoke about the Phase 2 proposal that was presented by Kapur & Associates, who was retained by the homeowners. Wielgos recommended to approve with conditions listed in his report.

The board discussed the proposal with Wielgos. The discussion included the specifics of the original agreement made between the Town and the homeowners; possible solutions; and possible conditions to include.

Several concerned citizens were given the opportunity to speak:
Eric Weis, 2815 Knollcrest Drive, asked about the swale. He also spoke of other homes in the neighborhood with tiles that takes care of their water.
Heidi Cole, 30516 Forest Drive, questioned how phase 2 will affect her property.
Mitch Cole, 30516 Forest Drive, spoke about how the problem was created.
Vivian Rankin, 30500 Forest Drive, spoke how this has affected her property.
Vicky View, 1322 S Teut Rd, suggested walls on each side of property. She also stated that phase 2 is the final opportunity to correct the situation. Wielgos stated that the walls were not a good solution.
Phil Peterson, 1322 S Teut Rd, suggested that the homeowner's engineer is looking at their best interest and not necessarily the town's.

10 Discussion and possible action on selling a reserve liquor license to the City of Burlington

The City of Burlington sent a request to purchase a reserve license. The board discussed the request. The Town has 2 reserve licenses.

**Fliss motioned to deny the request; Swantz seconded.
Motion carried unanimously.**

11 Resolution 2025 – 1 to hold a special election to fill the upcoming vacancy of municipal judge

There was an issue with the timing to call a special election. This office will not be on the ballot in the Spring Election.

12 Discussion and possible action on approving ASDA 5-year contract proposal

Andy Naber, ASDA, provided a proposed contract. This would end in 2030.

The board discussed the contract and its attachments with Naber. They would like to see an explanation of the fuel surcharge in the contract.

The following citizens were given the opportunity to speak:

Jeff Rice, 29800 Bushnell Rd, talked about the fuel surcharge.

Bev Gill, Wheatland Rd, asked if this contract had gone out to bid.

Vicky View, 1322 S Teut Rd, thinks it should all go out to bid. She requested not to use a service that has chipped garbage cans.

There was no action taken.

13 Discussion of the Town of Burlington Fire/EMS future operations

Chief Vrchota clarified a statement in his monthly report. The class offered at Gateway Technical College was not dropped, only the timing of the class has changed.

Chief Vrchota also stated that the department has gained a new volunteer and there is a possibility of a new auxiliary member. He also spoke about meetings to discuss future possibilities with different vendors.

14 Motion to enter Closed Session under Wis Stats 19.85(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 or is likely to become involved

a. Scholz

Czaplewski motioned to enter closed session at 8:14PM under Wis Stats 19.85(g); Ketterhagen seconded.

There was a unanimous roll call vote to enter closed session.

15 Return to open session

Czaplewski motioned to return to open session at 8:25 PM; Swantz seconded. Motion carried.

16 Possible action from closed session

There was no action taken.

17 Adjourn

**Fliss motioned to adjourn at 8:26 PM; Ketterhagen seconded.
Motion carried.**

Approved this 13th day of February 2025
Jeanne Rennie, Clerk