



Russ Egan, Chairman
Steve Swantz, Supervisor No 1
Neal Czaplewski, Supervisor No 2
Jason Ketterhagen, Supervisor No 3
Brian Fliss, Supervisor No 4

Town Board Meeting

32288 Bushnell Road / Burlington WI 53105

April 10, 2025 / 6:30PM

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.

Everyone in attendance stood and said the pledge of allegiance

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

2 Verify posting of meeting

The Affidavit of Posting was supplied to the town board.

3 Citizen Comments

No comments from any citizens.

4 Minutes from the following town board meeting:

- a. Regular Meeting on March 13, 2025**
 - b. Special Meeting on March 21, 2025**
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Ketterhagen motioned to approve the minutes as presented; Czaplewski seconded. Motion carried.

5 Reports

Egan – commented on the meetings and events he has attended.

Swantz – nothing to report.

Czaplewski – nothing to report.

Ketterhagen – commented on events attended.

Fliss – reported on meeting attended.

Highway – Isaacson provided a written report about the activity from the previous month. He also reported on the repairs at Town Hall.

Fire – Chief Vrchota provided a written report in the meeting packet. He also talked about other departmental activities and thanked everyone that attended the banquet.

Sheriff's Department – provided a written report for the month of March.

Administrator – Naber did not have anything to report.

Clerk – gave an update on the Spring Election and the Recount announced today for the Circuit Court Judge, Branch 7.

6 Bills as of April 10, 2025

Ketterhagen moved to pay the bills as of April 10, 2025; Czaplewski seconded. Czaplewski asked about WE Energies invoice. Naber explained the specific charges in question. **Motion carried unanimously.**

7 March 2025 financials

Czaplewski moved to accept the financials as presented; Fliss seconded. **Motion carried unanimously.**

8 Discussion and possible approval on appointing a town judge

Egan stated that the previous candidate withdrew their application. Taylor Wishau submitted an application. The Board stated that Richard Scholze has been the judge for the Town of Burlington since 1994. He is retiring from the position but is continuing to fill the role in the interim.

Egan motioned to appoint Taylor Wishau to the office of municipal judge; Fliss seconded. Motion carried.

9 Discussion and possible action on approving Ordinance 3.14 Room Tax

The board reviewed the proposed ordinance for Room Tax. They discussed what rate would be an appropriate starting point for the new ordinance.

Ketterhagen motioned to approve the ordinance with a 5% room tax; Fliss seconded. Motion carried unanimously.

10 Discussion and possible action on approving Ordinance 5.14 Cemetery

The board discussed the proposed ordinance 5.14 for cemeteries which will regulate the construction, management, operation, and platting of cemeteries, as well as the burial of human remains and other cemetery-related activities within the town.

The following citizens made comments for the board:

Paul Edwards, 365 S Oakland Ave – questioned the wording in section 5.14.050 B.

Bev Gill, 6641 Wheatland Road and Jim Schaal, 701 Browns Lake Dr – spoke on vaults and mausoleums.

Julie O' Neal – Burlington Historical Society – asked about existing cemeteries, such as the Rooker Cemetery, which is a privately owned family cemetery. Existing cemeteries would be grandfathered in.

Czaplewski motioned to approve Ordinance 5.14 contingent upon clarification of 5.14.060 Cemetery, Vaults and Mausoleums; Swantz seconded. Motion carried unanimously.

11 Discussion and possible action on updating Ordinance 2.48 Marine Law Enforcement

Naber stated that the changes are updating the existing ordinance to conform with current practices.

Swantz motioned to approve the update; Fliss seconded. Motion carried unanimously.

12 Reappoint Bill Korducki and Jim Luedeke to Planning & Zoning Committee

Egan motioned to reappoint Korducki and Luedeke; Czaplewski seconded.
Egan confirmed that they are both willing to serve on the committee. **Motion carried unanimously.**

13 Adjourn

Czaplewski motioned to adjourn at 7:14 PM; Fliss seconded. Motion carried unanimously.

Approved this 8th day of May 2025
Jeanne Rennie, Clerk