

TOWN OF BROOKFIELD
TOWN BOARD MINUTES
(AMMENDED 4/5/2023)
MARCH 7, 2023

The regular meeting of the Town Board, Sanitary District No. 4, and Utility District No. 1 was held on Tuesday, March 7, 2023 in the Erich Gnant Room of the Town Hall, 645 N Janacek Road, Brookfield, WI.

1) CALL TO ORDER.

The Town Board meeting was called to order by Chairman Henderson at 7:00 p.m. with the following people present: Town Chairman Keith Henderson; Supervisors Steve Kohlmann, Ryan Stanelle, John Schatzman and Michael Schmitt; Town Administrator/Interim Clerk Tom Hagie; Town Attorney Michael Van Kleunen; Park & Rec Director Chad Brown; Sanitary District Supervisor Tony Skof.

2) MEETING NOTICES.

Interim Clerk Hagie confirmed that the meeting agenda was noticed as required by law.

3) APPROVAL OF AGENDA.

Motion by Supervisor Schatzman to approve the agenda.

Seconded by Supervisor Stanelle.

Motion Passed Unanimously.

4) APPROVAL OF MINUTES.

Motion by Supervisor Stanelle to approve the minutes of February 7, 2023 Town Board meeting with corrections.

Seconded by Supervisor Kohlmann.

Motion Passed Unanimously.

5) CITIZEN COMMENTS.

Dan Shea at 19145 Timberline Drive commented about the need for a full-time Park and Recreation Director and/or more attention to programming events at town parks. He also commented on his support of the pickleball courts proposed at Wray Park.

6) OLD BUSINESS.

a. Discussion and possible action for a Conditional Use Permit to allow a Commercial Day Care Center in the B-3 Office and Professional Business District, located at 20711 Watertown Road.

Motion by Supervisor Schmitt to approve the Conditional Use Permit with the following conditions:

1. All conditions of the Plan Commission;
2. All future proposed occupancy permit applications must be reviewed to ensure compatibility with this use;
3. Install fencing and concrete barricades around outdoor activity area;
4. Must meet and adhere to all applicable State Codes for commercial daycare facilities;
5. The Conditional Use Permit shall be reviewed at the end of the first lease (3-years).

Seconded by Supervisor Kohlmann.

Motion Passed 4-1 with Supervisor Schatzman dissenting.

- b. Discussion and possible action for Wray Park Capital Improvements.
Motion by Supervisor Schatzman to receive bids for the improvements.
Seconded by Supervisor Stanelle.
Motion Passed Unanimously.

7) NEW BUSINESS.

- a. Discussion and possible action to approve the Waukesha County 911 Emergency System Joint Powers Agreement.
Motion by Supervisor Kohlmann to approve the agreement as presented.
Seconded by Supervisor Schmitt.
Motion Passed Unanimously.
- b. Discussion and possible action to appointment new Election Inspectors.
Motion by Supervisor Schatzman to approve the new election inspectors as presented.
Seconded by Supervisor Stanelle.
Motion Passed Unanimously.

8) DEPARTMENT, BOARDS, COMMITTEE/COMMISSION REPORTS/RECOMMENDATIONS:

- a. Plan Commission
 - i. Recommendation to the Town Board to deny a request for a Conditional Use Permit to allow an Adult Day Care Center in the B-3 Office and Professional Business District, located at 20711 Watertown Road.
Motion by Supervisor Schatzman moved to deny the request as recommended by the Plan Commission and Wis. State Statue 60.63 limiting adult care facilities within 2,500 feet of each other.
Seconded by Supervisor Schmitt.
Motion Passed 4-1 with Supervisor Stanelle dissenting.
 - ii. Recommendation to the Town Board for Conceptual Approval of a new building consisting of an office, product showroom, and product storage and shipping area located at 21055 Crossroads Circle.
Motion by Supervisor Stanelle for Conceptual Approval for the project as presented.
Seconded by Supervisor Schmitt.
Motion Passed Unanimously.
- b. Department of Public Works
 - i. Discussion and possible action to approve the Kossow Road Reconstruction Bid.
Motion by Supervisor Schatzman to approve the bid as presented.
Seconded by Supervisor Kohlmann.
Motion Passed Unanimously.
 - ii. Discussion and possible action to approve the Kossow Road Reconstruction Restoration Bid.
Motion by Supervisor Schatzman to approve the bid as presented.
Seconded by Supervisor Kohlmann.
Motion Passed Unanimously.

c. Sanitary District No. 4

i. Discussion and possible action regarding the Sanitary Sewer Relining Project presentation by Strand Associates.

Motion by Supervisor Schmitt to enter into an Intermunicipal Agreement with the City of Brookfield for the Town Engineer to begin planning and design of Phase I and II of the relining project as presented.

Seconded by Supervisor Kohlmann.

Motion Passed Unanimously.

ii. Discussion and possible action regarding the release of a Temporary Construction Easement at 1480 Springdale Road.

Motion by Supervisor Stanelle to approve the release as presented.

Seconded by Supervisor Schatzman.

Motion Passed Unanimously.

iii. Discussion and possible action for the approval of a Certified Survey Map for the property located at 1480 Springdale Road.

Motion by Supervisor Schatzman to approve the Certified Survey Map with the condition of a signed non-annexation agreement.

Seconded by Supervisor Schatzman.

Motion Passed Unanimously.

9) APPROVAL OF VOUCHERS AND CHECKS.

Motion by Supervisor Stanelle to approve the vouchers and checks dated 2/8/2023-2/22/2023 in the amount of \$517,583.39.

Seconded by Supervisor Schmitt.

Motion Passed Unanimously.

10) ADJOURN

Motion by Supervisor Schmitt to adjourn at 9:35 p.m.

Seconded by Supervisor Schatzman.

Motion Passed Unanimously.

Respectfully submitted,

Tom Hagie

Town Administrator/Interim Clerk