

TOWN OF BROOKFIELD  
TOWN BOARD MINUTES  
MAY 16, 2023

**The regular meeting of the Town Board, Sanitary District No. 4, and Utility District No. 1 was held 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 John Charlier; Sanitary District Superintendent Tony Skof; Town Attorney Michael Van Kleunen; and Administrator/Interim Clerk Tom Hagie.

2) MEETING NOTICES.

The meeting was noticed in accordance with Open Meeting 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 May 2, 2023 Town Board meeting with minor changes.

Seconded by Supervisor Kohlmann.

*Motion Passed Unanimously.*

5) CITIZEN COMMENTS.

None.

6) OLD BUSINESS.

None.

7) NEW BUSINESS.

a. Discussion and possible action regarding annual appointments to Town Committees, Commissions, and Boards.

Motion by Chairman Henderson to approve the list of Annual Appointments with changes.

Seconded by Kohlmann.

*Motion Passed Unanimously.*

b. Discussion and possible action regarding Master Fee Schedule update.

Motion by Supervisor Schatzman to approve the changes to the Master Fee Schedule.

Seconded by Supervisor Stanelle.

*Motion Passed Unanimously.*

c. Discussion and possible action regarding Elizabeth Court Maintenance Agreement.

Motion by Supervisor Charlier to approve the agreement.

Seconded by Supervisor Kohlmann.

*Motion Passed Unanimously.*

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

a. Sanitary District No. 4

i. Discussion and possible action regarding the 2022 Compliance Maintenance Annual Report (CMAR).

Motion by Supervisor Schatzman to approve the report.

Seconded by Supervisor Kohlmann.

Motion Passed Unanimously.

ii. Discussion and possible action regarding Strand Associates Agreement for Technical Services Contract.

Motion by Supervisor Kohlmann to approve the contract with the current fee schedule.

Seconded by Supervisor Schatzman.

Motion Passed Unanimously.

iii. Discussion and possible action regarding Strand Associates Agreement for Poplar Creek Interceptor Lining project.

Motion by Supervisor Schatzman to approve the contract subject to the execution of an intermunicipal agreement with the City of Brookfield.

Seconded by Supervisor Stanelle.

Motion Passed Unanimously.

9) APPROVAL OF VOUCHERS AND CHECKS.

Motion by Supervisor Kohlmann to approve the vouchers and checks dated 5/3/2023-5/16/2023 in the amount of \$297,799.28.

Seconded by Supervisor Charlier.

*Motion Passed Unanimously.*

10) COMMUNICATION AND ANNOUNCEMENTS

Administrator Hagie commented that the inspection was completed at the Doneswood property. He also noted a meeting he and the Chairman attended early in the day to discuss changes related to the Waukesha County Radio Services contract.

11) ADJOURN

Motion by Supervisor Charlier to adjourn at 7:57 p.m.

Seconded by Supervisor Kohlmann.

*Motion Passed Unanimously.*

Respectfully submitted,

Tom Hagie

Town Administrator/Interim Clerk