

TOWN OF BROOKFIELD  
TOWN BOARD MINUTES  
JULY 18, 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.

Supervisor Schatzman called the meeting to order at 7:00 p.m. with the following people present: Supervisors Steve Kohlmann, Ryan Stanelle, and John Charlier; Administrator/Interim Clerk Tom Hagie and Town Attorney Michael Van Kleunen. Town Chairman Henderson was absent and excused.

2) MEETING NOTICES.

The meeting was noticed in accordance with Open Meeting Law.

3) APPROVAL OF AGENDA.

Motion by Supervisor Kohlmann to approve.  
Seconded by Supervisor Charlier.  
*Motion Passed Unanimously.*

4) APPROVAL OF MINUTES.

Motion by Supervisor Stanelle to approve the minutes of June 27, 2023 Town Board meeting as presented.  
Seconded by Supervisor Kohlmann.  
*Motion Passed Unanimously.*

5) CITIZEN COMMENTS.

None.

6) OLD BUSINESS.

None.

7) NEW BUSINESS.

a. Discussion and possible action regarding Waukesha County 2024 Trunk Radio System cost.

Motion by Supervisor Kohlmann to commit \$21,700 in the 2024 budget to radio system costs.  
Seconded by Supervisor Charlier.  
*Motion Passed Unanimously.*

b. Discussion and possible action regarding Waukesha County 2024-2025 Tax Collection Agreement.

Motion by Supervisor Kohlmann to approve.  
Seconded by Supervisor Charlier.  
*Motion Passed Unanimously.*

c. Discussion and possible action regarding Wolf Paving Application for Payment No. 2 for the Kossow Road Reconstruction Project.

Motion by Supervisor Kohlmann to approve the payment for \$6,080.00.  
Seconded by Supervisor Charlier.  
*Motion Passed Unanimously.*

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

a. Plan Commission

- i. Discussion and possible action regarding a recommendation for final 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 with the following conditions:

1. A landscape bond is provided.
2. Necessary utility easements be prepared and recorded.
3. A stormwater maintenance agreement be prepared and recorded.
4. The property owner enters into a non-annexation agreement with the Town.

Seconded by Supervisor Kohlmann.

*Motion Passed Unanimously.*

- ii. Discussion and possible action regarding a recommendation of approval for a zoning code text amendment to Section 17.01 (authority, purpose, title and definitions), Section 17.02 (general provisions – definitions), Section 17.04 (zoning districts), and Section 17.06 (traffic, loading, parking, and access) related to adult and children day care centers.

Motion by Supervisor Charlier to approve.

Seconded by Supervisor Kohlmann.

*Motion Passed Unanimously.*

9) APPROVAL OF VOUCHERS AND CHECKS.

NOTE: The note “None” included on the Agenda for Item 9 was a scrivener’s error and vouchers were presented.

Motion by Supervisor Kohlmann to approve vouchers dated 6/21/2023-7/6/2023 in the amount of \$143,608.70.

Seconded by Supervisor Charlier.

*Motion Passed Unanimously.*

Motion by Supervisor Kohlmann to approve vouchers dated 7/7/2023-7/18/2023 in the amount of \$132,314.71.

Seconded by Supervisor Charlier.

*Motion Passed Unanimously.*

10) COMMUNICATION AND ANNOUNCEMENTS.

Administrator Hagie summarized the recent changes to state shared revenue.

11) ADJOURN.

Motion by Supervisor Charlier to adjourn at 7:42 p.m.

Seconded by Supervisor Stanelle.

*Motion Passed Unanimously.*

Respectfully submitted,

Tom Hagie

Town Administrator/Interim Clerk