



Office of the Town Clerk

Town of Brookfield | 645 N. Janacek Road, Brookfield, WI 53045

Office: 262-796-3788 | Clerk@TownofBrookfield.com

MEETING MINUTES

Tuesday, December 16, 2025	Town Board & Community Development Authority (CDA)	Eric Gnant Room TOB Municipal Building 645 N. Janacek Rd., Brookfield, WI
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1. Call to Order & Roll Call.

Chairman Henderson called the meeting to order at 7:08 p.m.

Present: Chairman Keith Henderson; Supervisors Steve Kohlmann, John Charlier, John Schatzman and Ryan Stanelle.

A quorum was met (5-0).

Present: Chairman Ryan Stanelle; Committee members Steve Kohlmann, Tom Koplin, Dan Zuperku, and Don Mueller. Committee members Jason Krogsund and Dick Diercksmeier were absent.

A quorum was met (5-2).

Staff Present: Administrator/Interim-Clerk Tom Hagie, Town Attorney Jim Hammes, Highway Superintendent Scott Hartung, Sanitary District No. 4 Superintendent Tony Skof, Fire Chief John Schilling, Town Planner Rebekah Leto, and Deputy Clerk Emily Howells.

2. Meeting Notices.

Howells confirmed the meeting notices were posted as required by law.

3. Approval of Agenda.

Motion by Schatzman to approve the agenda; seconded by Stanelle.

Motion prevailed by a voice vote unanimously.

4. Approval of Minutes:

a. October 7, 2025 meeting of the TB, UD1, SD4.

Motion by Kohlmann to approve the minutes of October 7, 2025 as presented; seconded by Charlier.

Motion prevailed by a voice vote unanimously.

5. Citizen Comments: Three-minute limit. None.

6. Old Business: None.

7. New Business:

a. Discussion and possible action regarding Resolution 2025-11 by the Town Board and Community Development Authority for Tax Chargeback Disbursement.

Motion by Charlier to approve Resolution 2025-11 by the Town Board and Community Development Authority for Tax Chargeback Disbursement.; seconded by Koplin.

Motion prevailed by a voice vote unanimously.

- b. Discussion and possible action regarding Resolution 2025-09 Approving an Amendment to the Project Plan for Tax Incremental District No. 1A.

Motion by Koplín to approve Resolution 2025-09 Approving an Amendment to the Project Plan for Tax Incremental District No. 1A.; seconded by Zuperku.

Motion prevailed by a voice vote unanimously.

8. Approval of Vouchers and Checks. None.
9. Communication and Announcements. None.
10. Adjourn.

Motion by Kohlmann to adjourn at 7:16 p.m.; seconded by Schatzman.

Motion prevailed by a voice vote unanimously.

Respectfully submitted by,
Emily Howells, Town Clerk

DRAFT