



Office of the Town Clerk

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

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MEETING MINUTES

Tuesday, March 3, 2026 7 p.m.	Town Board Utility District No. 1 Sanitary District No. 4	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 7:00 p.m.

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

A quorum was met (5-0).

Staff Present: Administrator Tom Hagie, Fire Chief John Schilling, Town Attorney Michael Van Kleunen and Clerk Emily Howells.

2. Meeting Notices.

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

3. Approval of Agenda.

Motion by Stanelle to approve the agenda; seconded by Schatzman. Friendly by Chairman Henderson that there will be no discussion or action on item 6(a).

Motion prevailed by a voice vote (5-0).

4. Approval of Minutes:

a. February 17, 2026 meeting of the TB, UD1, SD4.

Motion by Kohlmann to approve the minutes of February 17, 2026; seconded by Charlier.

Motion prevailed by a voice vote (5-0).

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

6. Committee/Commission Reports/Recommendations:

a. Plan Commission

1. Discussion and possible action regarding a request from KCG Companies LLC (applicant) to amend the Town Land Use Plan map from the Commercial and Office Park category to the Mixed-Use category for property located at 1345 S. Barker Rd. for a future multi-family residential development. Michael and Sally Alexander (owners), Tax Key BKFT 1132.994.

No discussion or action.

7. Old Business: None.

8. New Business:

a. Recognition of Scout Matthew Watson for obtaining the rank of Eagle.

Chairman Henderson presented Scout Matthew Watson a plaque in recognition of his achievement.

- b. Discussion and possible action regarding update to town planning documents.

Direction to staff to draft an ordinance amending the total amount of units per acre.

- 9. Departments Reports/Recommendations: None.

- 10. Approval of Vouchers and Checks.

Motion by Kohlmann to approve vouchers and checks in the amount of \$97,598.38; seconded by Charlier.

Motion prevailed by a voice vote (5-0).

- 11. Communication and Announcements.

- a. Hagie announced a new police clerk has been hired and will begin in two weeks.
- b. Charlier inquired if the Fire Department assisted in the City of Brookfield house fire over the weekend.
- c. Chief Schilling confirmed the assist and elaborated on the mental health resources utilized following the response.
- d. Chairman Henderson announced the Easter Egg Hunt would be Saturday, April 4 at 10 A.M.
- e. Chairman Henderson announced this year's Fourth of July parade would be celebrating the 250th anniversary with exciting additions.

- 12. Adjourn.

Motion by Kohlmann to adjourn at 7:36 p.m.; seconded by Charlier.

Motion prevailed by a voice vote (5-0).

Respectfully submitted by,
Emily Howells, Town Clerk