



Office of the Town Clerk

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

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MEETING MINUTES

Tuesday, May 5, 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

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, Matthew Paris and Ryan Stanelle.

A quorum was met (5-0).

Staff Present: Administrator Tom Hagie, Fire Chief John Schilling and Clerk Emily Howells.

2. Meeting Notices.

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

3. Approval of Agenda.

Motion by Charlier to approve the agenda; seconded by Kohlmann.

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

4. Approval of Minutes:

a. April 21, 2026 meeting of the TB, UD1, SD4.

Motion by Stanelle to approve the minutes of April 21, 2026; seconded by Paris.

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

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

6. Committee/Commission Reports/Recommendations: None.

7. Old Business:

1. Discussion and possible action regarding a request for Conceptual, Preliminary and Final approval for site plan changes, including a revised parking lot, dumpster and lighting for Kwik Trip, located at 21980 Watertown Road. Excel Engineering (applicant); Kwik Trip Inc. (owner).

No action.

8. New Business:

a. Discussion and possible action regarding a Temporary Extension of Premises Application for Café Hollander's 2026 Beer Garden.

Motion by Stanelle to approve a Temporary Extension of Premises Application for Café Hollander's 2026 Beer Garden; seconded by Kohlmann.

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

- b. Discussion and possible action regarding an application for Appointment of Agent by Melting Pot to appoint Sierrah Hansen as the successor agent.
Motion by Charlier to approve an application for Appointment of Agent by Melting Pot to appoint Sierrah Hansen as the successor agent; seconded by Paris.
Motion prevailed by a voice vote (5-0).
- c. Discussion and possible action regarding the 2026 Bridge Inspection Proposal from Collins Engineers, Inc.
Motion by Kohlmann to approve the 2026 Bridge Inspection Proposal from Collins Engineers, Inc not to exceed \$3,000; seconded by Charlier.
Motion prevailed by a voice vote (5-0).
- d. Discussion and possible action regarding Resolution 2026-04 Supporting a Comprehensive and Sustainable Transportation Funding Solution.
Motion by Stanelle to support Resolution 2026-04 Supporting a Comprehensive and Sustainable Transportation Funding Solution.; seconded by Kohlmann.
Motion prevailed by a voice vote (5-0).
- e. Discussion and possible action regarding Ordinance 2026-01 Creating Sections 17.06(6) and 17.06(7), and Amending Section 17.01(9)(B) of the Town of Brookfield Municipal Code.
Motion by Charlier to approve Ordinance 2026-01 Creating Sections 17.06(6) and 17.06(7), and Amending Section 17.01(9)(B) of the Town of Brookfield Municipal Code; seconded by Kohlmann.
Motion prevailed by a voice vote (4-1).
Paris voted Nay.
- f. Discussion and possible action regarding Ordinance 2026-02 Amending Certain Sections in Chapter 17 of the Town of Brookfield Municipal Code.
Motion by Kohlmann to approve Ordinance 2026-02 Amending Certain Sections in Chapter 17 of the Town of Brookfield Municipal Code.; seconded by Stanelle.
Motion prevailed by a voice vote (4-1).
Paris voted Nay.
- g. Discussion and possible action regarding Board, Committee, and Annual appointments.
Motion by Stanelle to approve the annual appointments with changes; seconded by Charlier.
Motion prevailed by a voice vote (5-0).
- h. Convene into **CLOSED SESSION** pursuant to Wis. Stat. § 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility: Town Administrator Compensation
Motion by Kohlmann at 8:12 P.M. to convene into **CLOSED SESSION** pursuant to Wis. Stat. § 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility: Town Administrator Compensation; seconded by Charlier.
Motion prevailed by a voice vote (5-0).

- i. Reconvene into **OPEN SESSION**, according to Wis. Stat. § 19.85(1)(c), for any necessary action resulting from the Closed Session.

Motion by Kohlmann at 8:43 P.M. to reconvene into **OPEN SESSION**, according to Wis. Stat. § 19.85(1)(c), for any necessary action resulting from the Closed Session.; seconded by Charlier.

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

No action.

9. Departments Reports/Recommendations: None.

10. Approval of Vouchers and Checks.

Motion by Charlier to approve vouchers and checks in the amount of \$147,476.40; seconded by Kohlmann.

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

11. Communication and Announcements.

- a. Kohlmann announced that the funeral for Supervisor John Schatzman would be held Thursday, May 7, 2026 at 11 P.M. at Elmbrook Church.
- b. Hagie announced the Weyer Road Drainage Improvement Project has been completed.
- c. Charlier inquired about Oscar's Frozen Custard grand opening.
- d. Howells communicated that The Sandtrap had obtained their occupancy and as such will return in 3 months for their review.
- e. Kohlmann communicated that he had been inside Revival following their grand opening.

12. Adjourn.

Motion by Kohlmann to adjourn at 8:52 p.m.; seconded by Charlier.

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

Respectfully submitted by,
Emily Howells, Town Clerk