Office of the Town Clerk
Town of Brookfield | 645 N. Janacek Road, Brookfield, WI 53045
Office: 262-796-3788 | Clerk@TownofBrookfieldwi.gov

MEETING MINUTES

	Town Board	Eric Gnant Room
Tuesday, July 7, 2026	Utility District No. 1	TOB Municipal Building
7 P.M.	Sanitary District No. 4	645 N. Janacek Rd., Brookfield, WI

1. Call to Order & Roll Call.

   Interim Chairman Stanelle called the meeting to order at 7:00 p.m.

   Present: Supervisors Steve Kohlmann, John Charlier, Matthew Paris (VIA Zoom) and Ryan Stanelle. Chairman Henderson was absent and excused.

   A quorum was met (4-1).

   Staff Present: Administrator Tom Hagie, Fire Chief John Schilling, Assistant Fire Chief Tony D'Amico, Department of Public Works Superintendent Scott Hartung, Town Engineer Justin Gutoski, Town Attorney Michael Van Kluenen, 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 with the exception that item 9 immediately follow item 6; seconded by Kohlmann.

   Motion prevailed by a voice vote (4-0).

4. Approval of Minutes:

   a. June 16, 2026 meeting of the TB, UD1, SD4.

      Motion by Kohlmann to approve the minutes of June 16, 2026; seconded by Charlier.

      Motion prevailed by a voice vote (4-0).

   b. June 29, 2026 special meeting of the TB, UD1, SD4.

      Motion by Kohlmann to approve the minutes of June 29, 2026 with changes; seconded by Charlier.

      Motion prevailed by a voice vote (3-0-1). Stanelle voted present.

5. Citizen Comments: Three-minute limit.

   a. Bill Genteman voiced his dissatisfaction with the Weyer Road Drainage Project relating to his property.

6. Committee/Commission Reports/Recommendations: None.

7. Old Business:

   a. Discussion and possible action regarding Weyer Road Drainage Improvement Project Payment Application No. 3.

      Motion by Charlier to table Weyer Road Drainage Improvement Project Payment Application No. 3 until the project is completed, or a completion date in known; seconded by Kohlmann.

      Motion prevailed by a voice vote (4-0).

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above meetings to gather information. No action will be taken by any governmental body other than that specifically noticed. Also, upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services. For additional information or to request such services contact the clerk's office at the above.

8. New Business:
   a. Davidson Road Reconstruction Project Presentation by Strand Associates.

      No action.

   b. Discussion and possible action regarding Diversified Benefit Services Business Associate Agreement.

      Motion by Kohlmann to approve the Diversified Benefit Services Business Associate Agreement with changes acceptable to Town Staff; seconded by Charlier.

      Motion prevailed by a voice vote (4-0).

   c. Discussion and possible action regarding setting a Special Meeting date Friday, July 17, 2026, to approve Grimaldis' Class "B" Beer and "Class B" Liquor Alcohol Beverage License Application Renewal.

      Motion by Stanelle to set a virtual Special Meeting date Friday, July 17, 2026 at 3 p.m., to approve Grimaldis' Class "B" Beer and "Class B" Liquor Alcohol Beverage License Application Renewal; seconded by Kohlmann.

      Motion prevailed by a voice vote (4-0).

9. Departments Reports/Recommendations:
   a. Fire Department
      1. Recognition of Firefighter/EMT Anthony Zilli for completion of his probationary period.

         Chief Schilling recognized Firefighter/EMT Anthony Zilli for completion of his probationary period.

      2. Discussion and possible action regarding "The Compliance Engine" and Advisory Services proposal from Brycer, L.P., Brycer Advisory Group, L.P., and Inspectionreportsonline.net INC.

         Motion by Charlier to accept "The Compliance Engine" and Advisory Services proposal from Brycer, L.P., Brycer Advisory Group, L.P., and Inspectionreportsonline.net INC for a three-year term commencing July 8, 2026; seconded by Kohlmann.

         Motion prevailed by a voice vote (4-0).

10. Approval of Vouchers and Checks.

    Motion by Charlier to approve vouchers and checks in the amount of $349,781.94; seconded by Kohlmann.

    Motion prevailed by a voice vote (3-0-1). Paris voted present.

11. Communication and Announcements.
    a. Kohlmann announced that the Fourth of July picnic and parade had a great turnout. Everyone had a wonderful time, and the event was a great success.
    b. Chief Schilling communicated the Fire Department was awarded a $34,185.00 grant by the Firehouse Subs Public Safety Foundation for the purchase of TNT Extrication Equipment (Jaws of Life).
    c. Howells communicated that Pet Supplies Plus is having a ribbon cutting ceremony on Saturday, July 18 between 10 a.m. and 2 p.m.

12. Adjourn.

    Motion by Kohlmann to adjourn at 8:13 p.m.; seconded by Charlier.

    Motion prevailed by a voice vote (4-0).

Respectfully submitted by,

Emily Howells, Town Clerk

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above meetings to gather information. No action will be taken by any governmental body other than that specifically noticed. Also, upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services. For additional information or to request such services contact the clerk's office at the above.

DRAFT