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	Erich Gnant Room
Tuesday, October 6, 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.

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

   Present: Chairman 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, Sanitary District No. 4 Superintendent Tony Skof 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 follows item 8c; seconded by Kohlmann.

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

4. Approval of Minutes:
   a. September 15, 2026 meeting of the TB, UD1, SD4.

      Motion by Stanelle to approve the TB, UD1, SD4 minutes of September 15, 2026; seconded by Kohlmann.

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

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

6. Committee/Commission Reports/Recommendations: None.

7. Old Business:
   a. Discussion and possible action regarding text amendments to Chapter 17 regarding automobile uses.

      Motion by Chairman Henderson to table the item; seconded by Kohlmann.

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

8. New Business:
   a. Discussion and possible action regarding a Temporary Alcohol Beverage License by the Elmbrook Education Foundation for the 6th Annual Boos & Ghouls Night Out on Thursday, October 8, 2026, located at the Corners of Brookfield from 5:30 – 8 p.m.

      Motion by Charlier to approve the Temporary Alcohol Beverage License by the Elmbrook Education Foundation for the 6th Annual Boos & Ghouls Night Out on Thursday, October 8, 2026, located at the Corners of Brookfield from 5:30 – 8 p.m.; seconded by Kohlmann.
      Motion prevailed by a voice vote (5-0).

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.

b. Discussion and possible action regarding the 2027 Professional Services Agreement for Planning Services.

Motion by Kohlmann to approve the 2027 Professional Services Agreement for Planning Services.; seconded by Charlier.
Motion prevailed by a voice vote (5-0).

c. Discussion and possible action regarding the 2027 Draft Budget Review.

No action.

d. 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 Annual Review

Motion by Kohlmann at 7:57 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 Annual Review.; seconded by Charlier.

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

e. 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 8:32 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:

a. Fire Department

1. Memo regarding Open Burning in December

No action.

b. Sanitary District No. 4

1. Discussion and possible action regarding Strand Task Order No. 26-03 Well No. 4 Rehabilitation.

Motion by Charlier to approve Strand Task Order No. 26-03 Well No. 4 Rehabilitation not to exceed $51,900; seconded by Kohlmann.
Motion prevailed by a voice vote (5-0).

2. Discussion and possible action regarding Cherokee Lift Station Motor Control Panel Replacement Bids.

Motion by Charlier to approve the Cherokee Lift Station Motor Control Panel Replacement Bid by J. Miller Electric, Inc. not to exceed $183,902; seconded by Kohlmann.
Motion prevailed by a voice vote (5-0).

10. Approval of Vouchers and Checks.

Motion by Kohlmann to approve vouchers and checks in the amount of $312,341.56; seconded by Charlier.

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

11. Communication and Announcements.

a. Hagie communicated the Brewers spirit wear day at Town Hall.

b. Hagie announced the TIF request from IM properties has been received for review on October 5.

c. Howells announced In-Person Absentee Voting (IPAV) begins Tuesday, October 20 from 9-4 p.m.

d. Stanelle announced that the Wisconsin Towns Association (WTA) meeting is Thursday, October 28, 2026.

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12. Adjourn.

Motion by Kohlmann to adjourn at 8:36 p.m.; seconded by Charlier.

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

Respectfully submitted by,

Emily Howells, Town Clerk

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