Office of the Town Clerk
Town of Brookfield | 645 N. Janacek Road, Brookfield, WI 53045
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MEETING MINUTES

	Town Board	Erich Gnant Room
Wednesday, November 4, 2026	Utility District No. 1	TOB Municipal Building
Immediately following joint CDA meeting	Sanitary District No. 4	645 N. Janacek Rd., Brookfield, WI

1. Call to Order & Roll Call.

   Chairman Henderson called the meeting to order at 8:27 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, Assistant Fire Chief Tony D'Amico, 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 Charlier to approve the agenda; seconded by Kohlmann.

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

4. Approval of Minutes:
   a. October 20, 2026 meeting of the TB, UD1, SD4.

      Motion by Stanelle to approve the TB, UD1, SD4 minutes of October 20, 2026; seconded by Kohlmann.

      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 on proposed text amendment to Chapter 17 for changes to the B-2 District uses. Applicant Amber Robertson.
         Motion by Paris to approve the text amendment to Chapter 17 for changes to the B-2 District uses; seconded by Stanelle.
         Motion prevailed by a voice vote (5-0).
      2. Discussion and possible action on a Site Plan/Plan of Operation (Conditional/Preliminary/Final) for an expansion to Arhaus at The Corners of Brookfield located at 20120 Union St.; Brookfield Corners LLC (applicant); IM Property Investments, LLC (owner).
         Motion by Charlier to approve a Site Plan/Plan of Operation (Conditional/Preliminary/Final) for an expansion to Arhaus at The Corners of Brookfield located at 20120 Union St.; seconded by Kohlmann.
         Motion prevailed by a voice vote (5-0).

7. Old Business: None.

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8. New Business:
   a. Discussion and possible action regarding an ordinance repealing and recreating Town Code Section 17.02(14)(b).4.a. and creating Section 17.02(14)(b).4.j.

      Motion by Charlier to approve an ordinance repealing and recreating Town Code Section 17.02(14)(b).4.a. and creating Section 17.02(14)(b).4.j; seconded by Stanelle.
      Motion prevailed by a voice vote (5-0).

   b. Discussion and possible action regarding the Waukesha County Tax Collection Agreement.

      Motion by Kohlmann to approve the Waukesha County Tax Collection Agreement; seconded by Paris.
      Motion prevailed by a voice vote (5-0).

   c. Discussion and possible action regarding an amendment to the E-Plan Exam Professional Services Contract.

      Motion by Kohlmann to approve an amendment to the E-Plan Exam Professional Services Contract; seconded by Charlier.
      Motion prevailed by a voice vote (5-0).

   d. Discussion and possible action regarding Resolution 2026-06 NAN Reimbursement.

      Motion by Charlier to approve Resolution 2026-06 NAN Reimbursement; seconded by Paris.
      Motion prevailed by a voice vote (5-0).

   e. Discussion and possible action regarding Resolution 2026-07 Moratorium on "Class B" Regular and Reserve Liquor License applications.

      Motion by Kohlmann to approve Resolution 2026-07 Moratorium on "Class B" Regular and Reserve Liquor License applications; seconded by Charlier.
      Motion prevailed by a voice vote (5-0).

9. Departments Reports/Recommendations:
   a. Fire Department
      1. World Series Recap

         Assistant Fire Chief D'Amico presented the recap of the World Series.

      2. Fire Chief Report

         Fire Chief Schilling announced his resignation and expressed his gratitude for the opportunity to have worked for the Town of Brookfield.

10. Approval of Vouchers and Checks.

    Motion by Charlier to approve vouchers and checks in the amount of $549,084.62; seconded by Kohlmann.

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

11. Communication and Announcements.
    a. Chairman Henderson announced the Town Tree Lighting is November 21, 2026 from 3 p.m. – 7 p.m., with the return of the drone show.
    b. Chairman Henderson announced Election Day had a great turnout.
    c. Chairman Henderson announced the Budget Public Hearing is Tuesday, November 17, 2026.

12. Adjourn.

    Motion by Kohlmann to adjourn at 9:09 p.m.; seconded by Charlier.

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

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Respectfully submitted by,

Emily Howells, Town Clerk

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