

TOWN OF BROOKFIELD
TOWN BOARD MINUTES
JUNE 7, 2022

The regular meeting of the Town Board was held on Tuesday June 7, 2022 in the Erich Gnant Room of the Town Hall, 645 N Janacek Road, Brookfield, WI.

1) CALL TO ORDER

Chairman Keith Henderson called the meeting to order at 7:01 p.m. with the following people present: Supervisors Steve Kohlmann, Ryan Stanelle, Michael Schmitt, and John Schatzman; Town Administrator Tom Hagie; Town Attorney Michael Van Kleunen; and Town Clerk Veronica LaGuardia to record minutes.

2) MEETING NOTICES

Clerk LaGuardia confirmed that the meeting agenda was noticed as required by law.

3) APPROVAL OF AGENDA

Supervisor Schatzmann moved to approve the agenda with Item 8 moved to follow Item 5. The motion was seconded by Supervisor Stanelle, was voted on, and carried unanimously.

4) APPROVAL OF MINUTES

Supervisor Stanelle moved to dispense with the reading of the minutes of the May 17, 2022 Regular Town Board meeting and approve them with modifying Item 1 to note Supervisors Schatzman and Schmitt were absent and excused. The motion was seconded by Supervisor Kohlmann, was voted on, and carried unanimously.

5) CITIZEN COMMENTS

None.

6) OLD BUSINESS

a) DISCUSSION AND NECESSARY ACTION REGARDING AN AGREEMENT TO TERMINATE SOLID WASTE, RECYCLABLES, AND YARD WASTE COLLECTION SERVICES WITH WASTE MANAGEMENT:

Supervisor Kohlmann moved to approve the agreement as presented. The motion was seconded by Supervisor Schmitt, was voted on, and carried unanimously.

b) REVIEW AND APPROVAL OF RAZE ORDER ESTIMATE FOR 21795 DORAL ROAD:

No action taken.

7) NEW BUSINESS

a) UPDATE FROM THE TOWN ADMINISTRATOR REGARDING THE BIL GRANT APPLICATION:

Administrator Hagie provided an update on the applications submitted to WisDOT for funding through the BIL grant program. No action taken.

b) DISCUSSION AND NECESSARY ACTION REGARDING A TASK ORDER BY STRAND ASSOCIATES FOR THE PULVERIZATION AND OVERLAY OF KOSSOW ROAD:

Supervisor Kohlmann moved to approve the contract as presented. The motion was seconded by Supervisor Stanelle, was voted on, and carried unanimously.

c) DISCUSSION AND NECESSARY ACTION REGARDING A TASK ORDER BY STRAND ASSOCIATES FOR WRAY PARK IMPROVEMENTS:

Supervisor Schmitt requested the item be tabled to allow staff to explore a design/build option for this project to be presented at the July 5 Town Board meeting. Supervisor Kohlmann moved to table the item as noted. The motion was seconded by Supervisor Schmitt, was voted on, and carried unanimously.

8) DEPARTMENT, BOARDS, COMMITTEE/COMMISSION REPORTS/RECOMMENDATIONS

a) FIRE DEPARTMENT:

i) DISCUSSION AND NECESSARY ACTION REGARDING AN AMBULANCE REPAIR:

Supervisor Stanelle moved to approve the ambulance repair quote as presented. The motion was seconded by Supervisor Kohlmann, was voted on, and carried unanimously.

b) PLAN COMMISSION:

i) DISCUSSION AND NECESSARY ACTION REGARDING A CONDITIONAL USE PERMIT FOR A SECOND DETACHED ACCESSORY BUILDING LOCATED AT 20705 BROOK PARK DRIVE:

Supervisor Stanelle moved to approve the conditional use including the conditions provided by the Plan Commission. The motion was seconded by Supervisor Schatzman, was voted on, and carried unanimously.

9) CLOSED SESSION (8:21pm)

Supervisor Schatzman moved to adjourn to closed session, according to Wis. Stat. §19.85(1)(c) for the purpose of discussing the interim Town Clerk's position. The motion was seconded by Supervisor Schmitt, was voted on, and carried unanimously.

10) OPEN SESSION (9:47 p.m.)

Supervisor Schatzman moved to adjourn into OPEN SESSION, according to Wis. Stat. §19.85(2) for any necessary action resulting from the Closed Session, and to adjourn the meeting. The motion was seconded by Supervisor Stanelle, was voted on, and carried unanimously.

Town Clerk Veronica LaGuardia informed the Town Board of her resignation from the Town Clerk position effective Friday, June 17, 2022 at 5 p.m. Veronica accepted the Sanitary District No. 4 Clerk position and will transition to the new role on Monday, June 20, 2022.

Supervisor Schatzman move to approve an Independent Contractor Agreement appointing Georgia Stanford as Interim Town Clerk with a start date of Monday, June 20, 2022. The motion was seconded by Supervisor Stanelle, was voted on, and carried unanimously.

11) APPROVAL OF VOUCHERS AND CHECKS

Supervisor Schmitt moved to approve the vouchers and checks as presented in the amount of \$205,268.65. The motion was seconded by Supervisor Stanelle, was voted on, and carried on a 4-0 vote with Supervisor Kohlmann abstaining.

12) COMMUNICATIONS AND ANNOUNCEMENTS

None.

13) ADJOURN

There being no further business, Supervisor Kohlmann moved to adjourn. The motion was seconded by Supervisor Schmitt, was voted on, and carried unanimously. The meeting adjourned at 8:58 P.M.

Respectfully submitted,

Veronica LaGuardia
Town Clerk