

TOWN OF BROOKFIELD
TOWN BOARD MINUTES
JANUARY 3, 2023

The regular meeting of the Town Board, Sanitary District No. 4, and Utility District No. 1 was held on Tuesday, January 3, 2023 in the Erich Gnant Room of the Town Hall, 645 N Janacek Road, Brookfield, WI.

1) CALL TO ORDER.

The Town Board meeting was called to order by Chairman Henderson at 7:00PM with the following people present: Town Chairman Keith Henderson; Supervisors Steve Kohlmann, Ryan Stanelle, John Schatzman and Michael Schmitt; Town Administrator Tom Hagie; Town Attorney Michael Van Kleunen.

2) MEETING NOTICES.

Town Administrator Hagie confirmed that the meeting agenda was noticed as required by law.

3) APPROVAL OF AGENDA.

Motion by Supervisor Schatzman to approve the agenda.

Seconded by Supervisor Stanelle.

Motion Passed Unanimously.

4) APPROVAL OF MINUTES.

Motion by Supervisor Kohlmann to approve the minutes of December 6, 2022 Town Board.

Seconded by Supervisor Schmitt.

Motion Passed Unanimously.

Motion by Supervisor Schmitt to approve the minutes of the December 6, 2022 Joint Town Board and Community Development Authority.

Seconded by Supervisor Kohlmann.

Motion Passed Unanimously.

Note: There are no minutes for the cancelled December 20, 2022 Town Board meeting.

5) CITIZEN COMMENTS.

None.

6) OLD BUSINESS.

a. Discussion and possible action regarding quotes for 2023-2025 assessment services.

Motion by Supervisor Kohlmann to approve the Assessment Technologies of Wisconsin 2023-2025 contract for assessment services.

Seconded by Supervisor Schatzman.

Motion Passed Unanimously.

7) NEW BUSINESS.

a. Appointment of Town Administrator as Interim Town Clerk.

Motion by Supervisor Schatzman to appoint Administrator Hagie as the Interim Town Clerk.

Seconded by Supervisor Stanelle.

Motion Passed Unanimously.

- b. Discussion and possible action regarding Short Elliot Hendrickson Inc. Planning Services Agreement.
Motion by Supervisor Kohlmann to approve the Short Elliot Hendrickson Inc. Planning Services Agreement as presented.
Seconded by Supervisor Schmitt.
Motion Passed Unanimously.

- c. Discussion and possible action regarding Elmbrook Humane Society 2023 Service Agreement.
Motion by Supervisor Stanelle to approve the Elmbrook Humane Society 2023 Service Agreement as presented.
Seconded by Supervisor Kohlmann.
Motion Passed Unanimously.

- d. Discussion and possible action regarding 2023-2030 Waukesha County Recycling Intergovernmental Agreement.
Motion by Supervisor Schmitt to approve the 2023-2030 Waukesha County Recycling Intergovernmental Agreement.
Seconded by Supervisor Kohlmann.
Motion Passed Unanimously.

- e. Discussion and possible action regarding Ordinance 2023-01 Repealing and Recreating Section 2.07(1)(a) and Ordinance 2023-02 creating Section 2.16 of the Town Code of Ordinances.
Motion by Supervisor Kohlmann to approve the Ordinance 2023-01 Repealing and Recreating Section 2.07(1)(a).
Seconded by Supervisor Schmitt.
Motion Passed Unanimously.

Motion by Supervisor Shatzman to approve the Ordinance 2023-02 creating Section 2.16 of the Town Code of Ordinances.

Seconded by Supervisor Stanelle.

Motion Passed Unanimously.

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

- a. Department of Public Works
 - i. Discussion and possible action regarding purchase of a bucket truck.
Motion by Supervisor Stanelle to approve the bid of \$115,000 for the 2019 Altec AT40G Aerial Bucket Truck.
Seconded by Supervisor Kohlmann.
Motion Passed Unanimously.

b. Plan Commission

- i. Discussion and possible action regarding scheduling a public hearing for a Conditional Use Permit request to allow a commercial day care center in the B-3 Office and Professional Business District, locate 20711 Watertown Road.

Motion by Supervisor Stanelle to approve setting a date public hearing date of Tuesday, January 12, 2023.

Seconded by Supervisor Kohlmann.

Motion Passed Unanimously.

9) APPROVAL OF VOUCHERS AND CHECKS.

Motion by Supervisor Stanelle to approve the vouchers and checks in the amount of \$134,280.41.

Seconded by Supervisor Schatzman.

Motion Passed Unanimously.

10) COMMUNICATIONS AND ANNOUNCEMENTS.

None.

11) ADJOURN

With no further business, motion by Supervisor Stanelle to adjourn at 7:55PM. Seconded by Supervisor Schatzman.

Motion Passed Unanimously.

Respectfully submitted,
Tom Hagie
Town Administrator