

TOWN OF BROOKFIELD  
TOWN BOARD MINUTES  
APRIL 5, 2023

**The regular meeting of the Town Board, Sanitary District No. 4, and Utility District No. 1 was held 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 7:00 p.m. with the following people present: Town Chairman Keith Henderson; Supervisors Steve Kohlmann, Ryan Stanelle, John Schatzman and Michael Schmitt; Town Attorney Michael Van Kleunen; Sanitary District Supervisor Tony Skof; Parks & Recreation Director Chad Brown. Administrator/Interim Clerk Tom Hagie was absent and excused.

2) MEETING NOTICES.

The meeting was noticed on Friday, March 31, 2023 in accordance with Open Meeting 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 Stanelle to approve the minutes of March 21, 2023 Town Board meeting.  
Seconded by Supervisor Kohlmann.  
*Motion Passed Unanimously.*

5) CITIZEN COMMENTS.

None.

6) OLD BUSINESS.

a. Discussion and possible action to reconsider the Minutes for March 7, 2023 Town Board Meeting.

Motion by Supervisor Schatzman to reconsider the Minutes.  
Seconded by Supervisor Stanelle.  
*Motion Passed Unanimously.*

Motion by Supervisor Kohlmann to amend the Minutes for March 7, 2023 to include the following conditions for Item 6)a):

- All conditions of the Plan Commission;
- All future proposed occupancy permit applications must be reviewed to ensure compatibility with this use;
- Install fencing and concrete barricades around outdoor activity area;
- Must meet and adhere to all applicable State Codes for commercial daycare facilities;
- The Conditional Use Permit shall be reviewed at the end of the first lease (3-years).

Seconded by Supervisor Stanelle.  
*Motion Passed Unanimously.*

7) NEW BUSINESS.

a. Approval of alcohol licenses for July 1, 2022 to June 30, 2023 licensing year.

Motion by Supervisor Kohlmann to approve.  
Seconded by Supervisor Schmitt.  
*Motion Passed Unanimously.*

- b. Discussion and possible action regarding Ordinance 2023-04: Repealing and Recreating Section 1.23(3)(c) of the Town Code.

Motion by Supervisor Kohlmann to approve as presented.

Seconded by Supervisor Schmitt.

*Motion Passed Unanimously.*

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

a. Plan Commission

- i. Recommendation to the Town Board for Final Approval of a building addition to the principal structure located at 1480 North Springdale Road.

John Reilly from Sullivan Design Build present, Lou Petros (owner) appeared telephonically.

Motion by Supervisor Schatzman to approve with the following conditions:

- All conditions of the Plan Commission;
- Owner to provide a landscape bond in a form and amount acceptable by the Town Engineer;
- Owner provides a Non-Annexation Agreement in a form acceptable to the Town Attorney.

Seconded by Supervisor Stanelle.

*Motion Passed Unanimously.*

b. Park & Rec Department

- i. Discussion and possible action to approve the Wray Park Improvements Bid.

Motion by Supervisor Stanelle to approve the bid from Frank Armstrong Enterprise, LLC with Alternative 1 in an amount not to exceed \$130,000.

Seconded by Supervisor Kohlmann.

*Motion Passed Unanimously.*

9) APPROVAL OF VOUCHERS AND CHECKS.

Motion by Supervisor Stanelle to approve the vouchers and checks dated 3/22/2023-4/5/2023 in the amount of \$212,538.10.

Seconded by Supervisor Kohlmann.

*Motion Passed 4-0 Unanimously.*

10) COMMUNICATION AND ANNOUNCEMENTS

Chairman Henderson noted the Town Easter Egg Hunt on Saturday, April 8, John Charlier was elected as a Town Supervisor, and that there will be a Wisconsin Town's Association meeting at the Town Hall on Wednesday, April 26, 2023 at 6:30 p.m.

Supervisor Kohlmann inquired as of the status of the Doneswood property maintenance compliance issue.

Supervisor Schatzman recognized Supervisor Schmitt for his service to the Town of Brookfield as a town supervisor.

11) ADJOURN

Motion by Supervisor Kohlmann to adjourn at 8:39 p.m.

Seconded by Supervisor Schmitt.

*Motion Passed Unanimously.*

Respectfully submitted,

Tom Hagie

Town Administrator/Interim Clerk