

TOWN OF BROOKFIELD
TOWN BOARD MINUTES
DECEMBER 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.

Chairman Keith Henderson called the meeting to order at 7:00 p.m. with the following people present: Supervisors John Charlier, Steve Kohlmann, Ryan Stanelle, and John Schatzman; Sanitary District No. 4 Superintendent Tony Skof, Town Planner Bryce Hembrook, Town Attorney Michael Van Kleunen and Administrator/Interim Clerk Tom Hagie.

2) MEETING NOTICES.

The meeting was noticed in accordance with Open Meeting Law.

3) APPROVAL OF AGENDA.

Motion by Supervisor Schatzman to approve.

Seconded by Supervisor Stanelle.

Motion Passed Unanimously.

4) APPROVAL OF MINUTES.

Motion by Supervisor Stanelle to approve the minutes of November 14, 2023 Budget Public Hearing as presented.

Seconded by Supervisor Kohlmann.

Motion Passed Unanimously.

Motion by Supervisor Stanelle to approve the minutes of November 14, 2023 Town Board meeting as presented.

Seconded by Supervisor Kohlmann.

Motion Passed Unanimously.

5) CITIZEN COMMENTS.

None.

6) OLD BUSINESS.

None.

7) NEW BUSINESS.

a. Discover Brookfield Quarterly Update.

Anna Matel Antoine, Tourism Director at Discover Brookfield, provided an update on the upcoming events, new marketing strategies, and finances of Discover Brookfield.

No Action.

b. Discussion and possible action regarding the appointment of Elections Inspectors for the 2024-2026 term.

Motion by Supervisor Kohlmann to approve.

Seconded by Supervisor Charlier.

Motion Passed Unanimously.

c. Discussion and possible action regarding a Wisconsin Department of Natural Resources Urban Nonpoint Stormwater Management Grant to update the Stormwater Quality Management Plan.

Motion by Supervisor Kohlmann to table to the December 19 Town Board meeting.

Seconded by Supervisor Charlier.

Motion Passed Unanimously.

d. Discussion and possible action regarding a Strand Associates, Inc. Stormwater Quality Management Plan Update task order.

Motion by Supervisor Kohlmann to table to the December 19 Town Board meeting.

Seconded by Supervisor Charlier.

Motion Passed Unanimously.

- e. Discussion and possible action regarding the 2024 Town Advocacy Council membership renewal.
Motion by Supervisor Schatzman to approve the 12-month membership option in the amount of \$1,609.75.
Seconded by Supervisor Kohlmann.
Motion Passed Unanimously.
- f. Discussion and possible action regarding proposed legislation.
Attorney Van Kleunen summarized multiple recent proposed legislative proposals at the state level related to towns.
No Action.

8) DEPARTMENTS, BOARDS, COMMITTEE/COMMISSION REPORTS/RECOMMENDATIONS.

- a. Plan Commission
 - i. Discussion and possible action to consider a request by David Wimmer for a Conditional Use Permit Amendment to Northbrook Apartment Building to increase the number of proposed dwelling units by 3 units, located at 700 north Barker Road (BKFT1122993005).
Motion by Supervisor Schatzman to approve.
Seconded by Supervisor Kohlmann.
Motion Passed Unanimously.
 - ii. Recommendation of approval for a Zoning Code Text Amendment to Section 17.02(14)(g)11, related to fences.
Motion by Supervisor Charlier to approve.
Seconded by Supervisor Schatzman.
Motion Passed Unanimously.
 - iii. Ryan Janssen, representing Avery & Birch, for a recommendation for Conceptual Approval of a new building consisting of a three-story salon suite facility, located at 21055 Crossroad Circle.
Motion by Supervisor Schatzmann to table to the December 19 Town Board meeting.
Seconded by Supervisor Kohlmann.
Motion Passed Unanimously.
- b. Sanitary District No. 4
 - i. Discussion and possible action regarding the acceptance of the utilities for the Crosswinds Preserve development located at 760 N Brookfield Road.
Motion by Supervisor Stanelle to approve.
Seconded by Supervisor Charlier.
Motion Passed Unanimously.
 - ii. Discussion and possible action regarding the Sewer Rate Study.
Motion by Supervisor Schatzman to approve the 2024 sewer rate increase as presented with an annual rate review.
Seconded by Supervisor Kohlmann.
Motion Passed Unanimously.
 - iii. Discussion and possible action regarding the proposed 2024 Sanitary District No. 4 Budget.
Motion by Supervisor Charlier to approve the budget as presented.
Seconded by Supervisor Kohlmann.
Motion Passed Unanimously.

9) APPROVAL OF VOUCHERS AND CHECKS.

Motion by Supervisor Schatzman to approve vouchers dated 11/15/2023-12/5/2023 in the amount of \$232,581.57.
Seconded by Supervisor Stanelle.
Motion Passed 4-0 with Supervisor Kohlmann voting present.

10) COMMUNICATION AND ANNOUNCEMENTS.

Supervisor Schatzman complimented the fall edition of the Town Tidings.

11) ADJOURN.

Motion by Supervisor Kohlmann to adjourn at 9:18 p.m.
Seconded by Supervisor Charlier.
Motion Passed Unanimously.

Respectfully submitted,
Tom Hagie
Town Administrator/Interim Clerk