



## Office of the Town Clerk

Town of Brookfield | 645 N. Janacek Road, Brookfield, WI 53045

Office: 262-796-3788 | Clerk@TownofBrookfield.com

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### MEETING AGENDA

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Tuesday, July 16, 2024 7:00pm	Town Board Utility District No. 1 Sanitary District No. 4	Eric Gnant Room TOB Municipal Building 645 N. Janacek Rd., Brookfield, WI
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Item #   Topic

1. Call to Order & Roll Call:  
Chairman Keith Henderson, Supervisors Steve Kohlmann, Ryan Stanelle, John Charlier, and John Schatzman.
2. Meeting Notices.
3. Adoption of the Agenda.
4. Meeting Minutes: **Minutes from the July 2, 2024 meeting of the TB, UD1, SD4.**
5. Citizen Comments. *Three minute limit.*

New Business, Including Topics from Departments, Committees and Commissions

6. DPW: Operations Update.
7. *The Board may convene into closed session pursuant to Wis. Stat 19.85(1)(g), Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.*  
  
Clerk: Prime Cigar Litigation.
8. Treasurer: **Vouchers and Checks.**
9. Communications & Announcements.
10. Adjourn.

Posted July 12, 2024.

Deanna Alexander, MPA  
Town Clerk, Town of Brookfield





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### MEETING MINUTES

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Tuesday, July 2, 2024 7:00pm	Town Board Utility District No. 1 Sanitary District No. 4	Eric Gnant Room TOB Municipal Building 645 N. Janacek Rd., Brookfield, WI
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#### Item #   Topic

1. Call to Order & Roll Call.

The meeting was called to order at 7:01pm. Present: Chairman Keith Henderson, Supervisors Steve Kohlmann, Ryan Stanelle, John Charlier, and John Schatzman. A quorum was met (5-0).

2. Meeting Notices. The Clerk confirmed the meeting was publicly noticed on June 28, 2024.

3. Adoption of the Agenda.

Motion by Schatzman to adopt the agenda; seconded by Stanelle.

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

4. Meeting Minutes: **Minutes from the June 18, 2024 meeting of the TB, UD1, SD4.**

Motion by Stanelle to approve the minutes from the June 18, 2024 meeting; seconded by Kohlmann.

Motion prevailed by a voice vote (4-0-1). (Abstain: Henderson).

5. Citizen Comments.

Fire Chief Schilling spoke to provide updates about the amazing work done by medical staff to save a life that was at risk from a June 24<sup>th</sup> accident.

#### New Business, Including Topics from Departments, Committees and Commissions

6. Clerk: **Alcohol License:**

- **Temporary Extension of Premises for Class B Malt Beverage / Liquor License** for The Lowlands Group, LLC d/b/a Café Hollander Brookfield at 20150 Union St., in relation to multi-date evening Beer Garden events.

Motion by Kohlmann to approve the Temporary Extension of Premises for Café Hollander as requested; seconded by Charlier. Motion prevailed by a voice vote (5-0).

- **Class "B" Fermented Malt Beverage Retailer's License** for Acme Group, Inc. d/b/a Prime Cigar Co. at 18900 W Bluemound Rd, Ste 148.

Attorney Van Kleunen provided an overview of recent events regarding licensure for Prime Cigar Co. to explain how the entity had previously held a "combination license" and that when the Town Board denied renewal of the Class B liquor license for 2024-2025, approval of the Class B beer license was inadvertently overlooked.

The Board discussed a desire for the Clerk to eventually coordinate a process for routine inspections of licensed premises.

Motion by Schatzman to issue a Class B Malt Beverage license to Acme Group, Inc. d/b/a Prime Cigar Co. at 18900 W Bluemound Rd., Ste 148; seconded by Stanelle.

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

7. Treasurer: **Review of Vouchers and Checks**

Motion by Stanelle to approve the vouchers and checks as presented; seconded by Charlier.

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

8. Communications & Announcements.

- Henderson announced that he will be at scout camp at the time of the next Town Board meeting.
- The Administrator announced Blue Mercury, a cosmetic store opening soon.
- Schatzman asked that for the Independence Day celebrations staff ensure that all food items, such as hot dogs, purchased for the events be used at the events and no food be held over.

9. Adjourn.

Motion by Kohlmann to adjourn at 7:21pm; seconded by Charlier.

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

Submitted July 9, 2024.



Deanna Alexander, MPA, Town Clerk, Town of Brookfield