



Office of the Town Clerk

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

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

MEETING MINUTES

Tuesday, February 20, 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

Item # Topic

1. Call to Order.
 - The meeting was called to order at 7:02pm.
 - Town Board Membership – Present: Chairman Keith Henderson, Supervisors Steve Kohlmann, Ryan Stanelle, John Charlier, and John Schatzman. Absent: None. A quorum was met (5-0).
 - The meeting was staffed by Town Administrator Tom Hagie, Town Clerk Deanna Alexander, and Attorney Michael Van Kleunen.
2. Meeting Notices. The Clerk confirmed the meeting was publicly noticed in accordance with the law.
3. Adoption of the Agenda. Motion by Schatzman to approve the agenda; seconded by Stanelle. Motion prevailed by a voice vote, (5-0).
4. Approval of Minutes: **February 6, 2024 - Joint TB, UD1, SD4, CBA Meeting.**
 - Supervisors noted an “XXX” placeholder to be corrected in the draft minutes.
 - The Attorney noted that Schatzman had appeared virtually but should be recognized as having voted in the affirmative on all items.
 - The Chairman requested that the meeting minutes be separated into two batches for separate meetings when the final versions are posted.
 - Motion by Stanelle to approve the minutes, inclusive of the recommended updates; seconded by Kohlman. The motion prevailed by a voice vote, (5-0).
 - Motion by Charlier to approve the minutes; seconded by Kohlmann. The motion prevailed by a voice vote, (5-0).
5. Citizen Comments. *Three minute limit.*
 - Tim Craft of 920 Larkspur Drive:
 - *What is the restoration plan for the trees knocked down by the sewer work at Barker & Larkspur?*
 - *With construction nearing completion for the apartments & retail space at the SE corner of Barker & Bluemound, what plans are in place for traffic mitigation on Barker, roughly between Bluemound & North?*
6. Old Business. *None.*

New Business:

7. **Town Board Meeting Schedule Updates.**
 - Motion by Kohlmann to reschedule the 4/2/24 Town Board meeting to 4/3/24 to accommodate the spring election; seconded by Charlier. Motion prevailed by a voice vote of 5-0.
 - Motion by Kohlmann to reschedule the 11/5/24 Town Board meeting to 11/6/24 to accommodate the fall election; seconded by Charlier. Motion prevailed by a voice vote of 5-0.
8. **Fire Department / IAFF Union Contract.**
 - Administrator Hagie presented the proposed contract noting that wages were the main item discussed in negotiations. There is also a change in taking what was previously an MOU attached to the contract that allowed someone returning to work by coming out of retirement to retain their prior level of seniority on return; this is now rolled into the contract language.
 - Charlier asked if there will be back pay to August 2023 and Hagie confirmed that there will be back pay and that it was budgeted. The Attorney asked for confirmation that the document will govern if future negotiations again take time and Hagie confirmed that it would.
 - Motion by Kohlmann to approve the contract, subject to acceptance by the Town Attorney; seconded by Charlier. Motion prevailed by a voice vote of 5-0.
9. **Discussion regarding Galleria West signage from Last Mile Investments.**
 - A representative from Last Mile Investments appeared virtually.
 - The Attorney cited that the sign approval will go back to the Architectural Control Committee due to moving slightly from its previously approved position.
 - The Chairman stated concern that there are too many businesses that have sign issues, especially with having many tenants. Kohlmann noted concern that the address numbers are too low and snow could block it. Last Mile Investments responded that there are already 30 tenants in the property and it is difficult to lease without an option for signage, so limiting the number of businesses that can be listed on the sign would make things difficult. Schatzman commented about the uniqueness of the property and signage situation and the concept of having an aesthetic vision for what drivers see.
 - The Attorney intends to research how many tenants can be on such a sign and to evaluate it with the Town Planner. The Chair asked that he also research the south side of Bluemound Rd. to see if there are any other business signs that could potentially be moved.
 - There were no motions for action nor votes on this item.
10. Departments, Boards, Committee / Commission Reports and Recommendations. *None.*
11. **Treasury: Review of Vouchers and Checks.**
 - The Chairman asked about a check for sewer televising and why there were two payments. Administrator Hagie confirmed that one is for treatment and one is for capital expenses. There was a question about why an expense noted Fire and PD; the Administrator clarified that it was related to the transfer of a vehicle from one department to another.
 - Motion by Charlier to approve the payment of vouchers and checks totaling \$1,062,539.70; seconded by Kohlmann. Motion prevailed by a voice vote of 5-0.
12. Communications and Announcements.
 - The Administrator and Chairman will be meeting with the County Executive and County DPW to discuss improvements to Barker Rd, and will be meeting with Congressman Fitzgerald's staff to discuss mutual interests.

- The Chairman announced he has been selected to be a part of the roads program committee. Kohlmann shared that there are a large number of potholes at Barker Rd. and Bluemound Rd. Charlier stated it would be nice to know what happened to cause the turn lane to be closed and the Administrator shared that there has been a manhole cover that broke.

13. Adjourn. Motion by Kohlmann to adjourn; seconded by Charlier. The motion prevailed by a voice vote (5-0). The meeting adjourned at 7:54pm.

Respectfully Submitted March 4, 2024,

A handwritten signature in black ink that reads "Deanna Alexander". The signature is written in a cursive, flowing style.

Deanna Alexander, MPA
Town Clerk, Town of Brookfield