



## Office of the Town Clerk

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

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### MEETING MINUTES

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Tuesday, July 16, 2024 7:20 p.m.	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:  
Present: Supervisors John Schatzman (Chair), Steve Kohlmann, Ryan Stanelle, and John Charlier.  
Absent: Chairman Keith Henderson. A quorum was met, (4-1).
2. Meeting Notices. The meeting was publicly noticed on July 12, 2024.
3. Adoption of the Agenda.  
Motion by Charlier to adopt the agenda as presented; seconded by Kohlmann.  
Motion prevailed by a voice vote (4-0).
4. Meeting Minutes: **Minutes from the July 2, 2024 meeting of the TB, UD1, SD4.**  
Motion by Stanelle to adopt the minutes as presented; seconded by Kohlmann.  
Motion prevailed by a voice vote (4-0).
5. Citizen Comments. No members of the public appeared or requested to speak.

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

6. DPW: Operations Update.  
Administrator Tom Hagie and DPW Superintendent Scott Hartung discussed operational difficulties including that the department was understaffed to a level of only two persons remaining, some of the last persons hired only worked a few days before realizing the match or fit was not going to be mutually beneficial, and that many applicants are appearing like feasible fits, but then failing background checks before hire. The winter months upcoming are the biggest concern, as there are five routes for snowplowing that need drivers. The Town may need to contract out for snowplowing services if there are not enough workers hired and successfully trained by then.
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.  
  
Motion by Kohlmann to move into closed session; seconded by Charlier.  
Motion prevailed by a roll call vote (4-0).

The board convened into closed session with only board members and staff present, then re-entered open session with no action taken on this topic.

8. Treasurer: **Vouchers and Checks.**

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

Motion prevailed by a voice vote (4-0).

9. Communications & Announcements.

10. Adjourn.

Motion by Kohlmann to adjourn at 8:07pm; seconded by Charlier.

Motion prevailed by a voice vote (4-0).

*Draft Submitted August 2, 2024.*

*Approved by the Town Board August 6, 2024.*



*Deanna Alexander, MPA  
Town Clerk, Town of Brookfield*

*Amended by the Town Board on October 15, 2024.*

*Tom Hagie  
Interim-Clerk*