



## 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, October 21, 2025  
7:00 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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1. Call to Order & Roll Call.

Chairman Henderson called the meeting to order at 7:00 p.m.

Present: Chairman Keith Henderson; Supervisors Steve Kohlmann, John Charlier, John Schatzman and Ryan Stanelle.

A quorum was met (5-0).

Staff Present: Administrator/Interim-Clerk Tom Hagie, Police Chief Chris Perket, Officer Adrian Vesnefsky and Deputy Clerk Emily Howells.

2. Meeting Notices.

Hagie confirmed the meeting notices were posted as required by law.

3. Approval of Agenda.

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

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

4. Approval of Minutes:

a. October 7, 2025 meeting of the TB, UD1, SD4.

Motion by Stanelle to approve the minutes of October 7, 2025 as presented; seconded by Kohlmann.

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

5. Citizen Comments: Three-minute limit. None.

6. Committee/Commission Reports/Recommendations:

a. Plan Commission:

1. Discussion and possible action regarding the request by Ryan Amidon for a Conditional Use Permit to construct a 6 foot tall fence within 3 feet of the side and rear property lines, located at 20815 Brook Park Ct.

Motion by Stanelle to approve the request by Ryan Amidon for a Conditional Use Permit to construct a 6 foot tall fence within 3 feet of the side and rear property lines, located at 20815 Brook Park Ct. with the survey submitted; seconded by Charlier.

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

7. Old Business:

a. Discussion and possible action regarding the Our Rescue Software Memorandum of Understanding for Cellebrite.

Motion by Charlier to approve the Our Rescue Software Memorandum of Understanding for Cellebrite for a one-year pilot trial; seconded by Kohlmann

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

8. New Business:

- a. Discussion and possible action regarding the 2025 Waukesha County Tax Collection Agreement.  
Motion by Kohlmann to approve the 2025 Waukesha County Tax Collection Agreement; seconded by Schatzman.  
Motion prevailed by a voice vote (5-0).
- b. Discussion and possible action regarding the 2026 Elmbrook Human Society Animal Services Agreement.  
Motion by Kohlmann to table the 2026 Elmbrook Human Society Animal Services Agreement; seconded by Charlier.  
Motion prevailed by a voice vote (5-0).

9. Departments Reports/Recommendations:

- a. Development Services
  1. Property Maintenance Code Violations Update.  
No action.

10. Approval of Vouchers and Checks.

- Motion by Charlier to approve vouchers and checks in the amount of \$195,335.22 excluding the check for All-Ways Contractors, Inc; seconded by Kohlmann.  
Motion prevailed by a voice vote (5-0).  
Motion by Chairman Henderson to approve vouchers and checks in the amount of \$101,782.75 for All-Ways Contractors, Inc per staff review and discretion; seconded by Kohlmann.  
Motion prevailed by a voice vote (5-0).

11. Communication and Announcements.

- a. Howells announced that Poll Worker training is Friday, October 24, 2025 at 3 p.m.
- b. Howells announced the Wisconsin Towns Association meeting is Wednesday, October 22, 2025 in Genesee.

12. Adjourn.

- Motion by Kohlmann to adjourn at 8:40 p.m.; seconded by Charlier.  
Motion prevailed by a voice vote (5-0).

Respectfully submitted by,

Emily Howells, Deputy Clerk