



## 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 MINUTES

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Wednesday, February 19, 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

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 Schatzman and Ryan Stanelle. John Charlier was absent and excused. A quorum was met (4-1).  
Staff Present: Attorney Michael Van Kleunen and Deputy Clerk Emily Howells.
2. Meeting Notices.  
Howells confirmed the meeting notices were posted as required by law.
3. Approval of Agenda.  
Motion by Schatzman to adopt the agenda; seconded by Stanelle.  
Motion prevailed by a voice vote (4-0).
4. Approval of Minutes:  
February 4, 2025 meeting of the TB, UD1, SD4.  
Motion by Stanelle to approve the February 4, 2025 TB, UD1, SD4 meeting minutes as presented; seconded by Kohlmann.  
Motion prevailed by a voice vote (4-0).
5. Citizen Comments: Three-minute limit. None.
6. Old Business: None.
7. New Business:
  - a. Discussion and possible action regarding Strand Associates, Inc. Task Order No. 25-01: Davidson Road Reconstruction for survey, design, and bidding-related services.  
Motion by Kohlmann to table the item until members from Strand Associates, Inc can be in attendance; seconded by Schatzman.
8. Departments, Boards, Committee/Commission Reports/Recommendations.
  - a. Clerk's Office: February Primary Election results summary.  
Howells provided a report of the total voter turnout and participation.
9. Approval of Vouchers and Checks.  
Motion by Stanelle to approve vouchers and checks in the amount of \$264,830.90; seconded by Kohlmann.  
Motion prevailed by a voice vote (4-0).
10. Communication and Announcements.  
Kohlmann: Thank you to Chairman Henderson and Deputy Howells for elections at Elmbrook.
11. Adjourn.  
Motion by Kohlmann to adjourn at 7:26 p.m.; seconded by Stanelle.  
Motion prevailed by a voice vote (4-0).

Respectfully submitted by,  
Tom Hagie, Administrator/Interim-Clerk