



## 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, March 4, 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 Charlier, John Schatzman and Ryan Stanelle. A quorum was met (5-0).  
Staff Present: Attorney Michael Van Kleunen, Fire Chief John Schilling, Town Planner Bryce Hembrook, Administrator/Interim-Clerk Tom Hagie 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 adopt the agenda with the exception that Old Business is moved after Departments, Boards, Committee/Commission reports/Recommendations; seconded by Stanelle.  
Motion prevailed by a voice vote (5-0).
4. Approval of Minutes:  
February 19, 2025 meeting of the TB, UD1, SD4.  
Motion by Stanelle to approve the February 19, 2025 meeting of the TB, UD1, SD4. meeting minutes as presented; seconded by Kohlmann. Charlier voted present.  
Motion prevailed by a voice vote (4-0-1).  
November 19, 2024 meeting of the TB, UD1, SD4. Amend.  
Motion by Stanelle to amend the November 19, 2024 meeting of the TB, UD1, SD4. meeting minutes as presented; seconded by Kohlmann.  
Motion prevailed by a voice vote (5-0).
5. Citizen Comments: Three-minute limit. None.
6. Old 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 Stanelle to approve the Strand Associates, Inc. Task Order No. 25-01: Davidson Road Reconstruction for survey, design, and bidding-related services not to exceed \$220,000; seconded by Schatzman.  
Motion prevailed by a voice vote (5-0).
  - b. Discussion and possible action regarding inter-municipal agreement with the City of Brookfield and Waukesha for the reconstruction of Davidson Road.  
Motion by Kohlmann to approve the inter-municipal agreement with the City of Brookfield and Waukesha for the reconstruction of Davidson Road. With any additional amendments from the Town Attorney to be approved by the appropriate Town Staff; seconded by Schatzman.  
Motion prevailed by a voice vote (5-0).

7. New Business:
  - a. Discussion and possible action regarding the site plan amendment for Discount Tire, located at 20120 West Bluemound Road.  
Motion by Kohlmann to approve the site plan amendment for Discount Tire, located at 20120 West Bluemound Road. With the addition of landscaping to the east mirroring the proposed landscape on the west including a landscape bond in an amount determined by the Town Engineer; seconded by Charlier.  
Motion prevailed by a voice vote (5-0).
  - b. Discussion and possible action regarding adjustment to the Municipal Court Judge compensation.  
Motion by Kohlmann to adjust the Municipal Court Judge compensation to \$12,600/year effective the next paycheck; seconded by Charlier.  
Motion prevailed by a voice vote (5-0).
8. Departments, Boards, Committee/Commission Reports/Recommendations.
  - a. Plan Commission.
    1. Discussion and possible action regarding the site plan amendment for Silgan Containers, located at 21027 Crossroads Circle.  
Motion by Charlier to approve the site plan amendment with the Plan Commission recommendations for Silgan Containers, located at 21027 Crossroads Circle.; seconded by Kohlmann.  
Motion prevailed by a voice vote (5-0).
  - b. Fire Department
    1. Chief Schilling presentation of the 2024 Fire Department Annual Report.  
Chief Schilling presented the 2024 Fire Department Annual Report in its new format.
9. Approval of Vouchers and Checks.  
Motion by Charlier to approve vouchers and checks in the amount of \$452,793.60; seconded by Schatzman.  
Motion prevailed by a voice vote (5-0).
10. Communication and Announcements.  
Hagie: Two new hires in the clerk's office. New payroll system established.
11. Adjourn.  
Motion by Charlier to adjourn at 9:02 p.m.; seconded by Kohlmann.  
Motion prevailed by a voice vote (5-0).

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