



Office of the Town Clerk

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

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

MEETING AGENDA

Tuesday, February 3, 2026 7 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.
2. Meeting Notices.
3. Approval of Agenda.
4. Approval of Minutes:
 - a. January 20, 2026 meeting of the TB, UD1, SD4.
5. Citizen Comments: Three-minute limit.
6. Committee/Commission Reports/Recommendations: None.
7. Old Business: None.
8. New Business: None.
9. Departments Reports/Recommendations:
 - a. Sanitary District No. 4
 1. Discussion and possible action regarding a Non-Participating Letter to the Wisconsin Department of Transportation for the STH 59/ Greenfield Ave construction project.
10. Approval of Vouchers and Checks.
11. Communication and Announcements.
12. Adjourn.

Posted January 30, 2026

Emily Howells, Town Clerk



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MEETING MINUTES

Tuesday, January 20, 2026 7 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 (Via Zoom) and Ryan Stanelle.

A quorum was met (5-0).

Staff Present: Fire Chief John Schilling, Town Attorney Jim Hammes and Clerk Emily Howells.

2. Meeting Notices.

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

3. Approval of Agenda.

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

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

4. Approval of Minutes:

a. January 6, 2026 meeting of the TB, UD1, SD4.

Motion by Stanelle to approve the minutes of January 6, 2026 as presented; seconded by Kohlmann.

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

5. Citizen Comments: Three-minute limit.

a. Bill Genteman voiced frustration regarding the Weyer Road Drainage Improvement Project.

6. Committee/Commission Reports/Recommendations: None.

7. Old Business: None.

8. New Business:

a. Discussion and possible action regarding a hearing, requested by applicant Eve Serio, to appeal the denial of a Beverage Operator's License.

Motion by Chairman Henderson to approve the Beverage Operator's License for Eve Serio with the condition that the applicant notify the Town Clerk within 5 days of the hearing date on April 13, 2026 with the Waukesha County Circuit Court to provide an update regarding the status of the sentencing hearing; seconded by Charlier.

Motion prevailed by a voice vote (4-1).

Kohlmann voted Nay.

- b. Discussion and possible action regarding Weyer Road Drainage Improvement Project Payment Application No. 2.

Motion by Charlier to approve Weyer Road Drainage Improvement Project Payment Application No. 2 in the amount of \$46,417.29; seconded by Schatzman.

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

9. Departments Reports/Recommendations:

- a. Sanitary District No. 4

1. Discussion and possible action regarding Strand Task Order 26-01 Well No. 5 and Well No. 6 Rehabilitation.

Motion by Kohlmann to approve Strand Task Order 26-01 Well No. 5 and Well No. 6 Rehabilitation not to exceed \$49,200 for engineering costs; seconded by Charlier.

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

10. Approval of Vouchers and Checks.

Motion by Charlier to approve vouchers and checks in the amount of \$449,088.26; seconded by Stanelle.

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

11. Communication and Announcements.

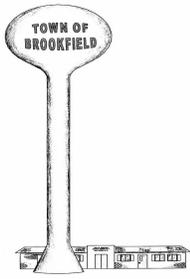
- a. Howells addressed the extreme cold conditions anticipated for January 23, 2026 and procedures following.
- b. Howells announced there are Joint Public Hearings with the Town Board and Plan Commission on Tuesday, January 27, 2026.
- c. Chairman Henderson announced he will not be in attendance for the meeting January 27th as he will be at the Chamber of Commerce Annual Meeting.
- d. Stanelle announced there is a WTA meeting Wednesday, January 21st.

12. Adjourn.

Motion by Kohlmann to adjourn at 8:00 p.m.; seconded by Stanelle.

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

Respectfully submitted by,
Emily Howells, Town Clerk



Sanitary District #4 - Town of Brookfield

645 N. Janacek Road
Brookfield, WI 53045
262-796-3788



2/3/2026

Jeff Guenette
Civil Engineer Transportation
WisDOT SE Region
Project Development
Jeffrey.Guenette@dot.wi.gov

Subject: Design Project ID: 2230-16-00 Construction Project ID: 2230-16-70
WisDOT Project: STH 59 / Greenfield Ave - Whitehall Street to Brookfield Road

We would like to request that the Wisconsin Department of Transportation incorporate construction work on the behalf of Town of Brookfield – Sanitary District No. 4 into the contract documents for the above noted construction project.

Specifically, the work we would like to incorporate in the contract document is *sawing, cover plating, asphaltic surface patching, adjusting manholes, sanitary seals, and base patching*. *The estimated cost for the 4 sanitary manhole adjustments is \$12,700.*

We understand that this work will be incorporated into the contract as a non-participating item and that the actual cost based of the bid, shall be the responsibility of Town of Brookfield – Sanitary District No. 4. We further understand that we will be billed as work progresses, for all work associated with this item, including installation, labor, materials consultant oversight and DOT oversight performed on our behalf under the DOT construction contract, and agree to pay as invoices are received.

Town of Brookfield – Sanitary District # 4
Chairman

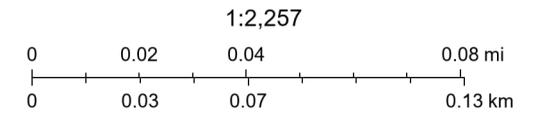
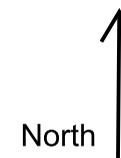
Keith Henderson

GIS Web Map



8/1/2025, 1:23:33 PM

- Sanitary - Manhole
- Sanitary - Lateral
- ➔ Sanitary - Gravity Main
- ▭ Parcels
- - - Civil Divisions
- 2024 Aerial



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Town of Brookfield