

TOWN OF BROOKFIELD
TOWN BOARD
JUNE 15, 2004

The regular meeting of the Town Board was held on Tuesday, June 15, 2004 in the Erich Gnant Room of the Town Hall, 645 N Janacek Road, Brookfield, WI.

Chairperson Keith Henderson called the meeting to order at 7:00 p.m. with the following people present: Supervisors: Cheryl Mantz, Robert Flessas, Keith Harenda and Patrick Stroebel, Attorney James Hammes, Administrator Richard Czopp, Building Inspector Gary Lake and the Town Clerk to record the minutes.

APPROVAL OF AGENDA

Supervisor Stroebel motioned to move agenda item number 9(b)(1) up for discussion after item number 4 Citizen Comment, seconded by Supervisor Flessas, voted on, carried unanimously.

Supervisor Mantz moved to approve the remainder of the agenda as presented, seconded by Supervisor Stroebel, voted on, and carried unanimously.

APPROVAL OF MINUTES

Supervisor Stroebel moved to dispense with the reading of the June 1, 2004 Town Board meeting minutes and approve them as presented, seconded by Supervisor Mantz, voted on, carried unanimously.

CITIZEN COMMENT None.

DEPARTMENTS, BOARDS COMMITTEE COMMISSION REPORTS AND/OR RECOMMENDATIONS

b. CLERK'S

1. AGENDA ITEMS

The Clerk reported on the recent opinion of the Attorney General that broad agenda items such as Chairman's or Supervisor comments or Department reports is insufficient to give notice to the public of the subject that will be discussed as required to meet the open meeting law. She said that she would like direction from the Board on whether they would like to have those agenda items removed or continued. The direction from the Board is to discontinue beginning with this meeting any comments or reports from the departments or board members that are not specifically in this meeting notice or any future meeting notices.

CHAIRMAN'S COMMENTS None.

SUPERVISOR'S COMMENTS None.

OLD BUSINESS

a. FEMA GRANT FOR FIRE TRAINING TRAILER

Supervisor Harenda moved to table the FEMA Grant for the Fire Training Trailer until the next meeting so the Fire Chief can be present, seconded by Supervisor Flessas, voted on, carried unanimously.

- b. **2003 ROAD PROGRAM**
Supervisor Mantz moved to approve paying the City of Brookfield \$8,698.00 additional funds for the 2003 Road Program allocation for the cost of paving Woelfel Road north of Wisconsin Avenue, seconded by Supervisor Stroebel, voted on, carried unanimously.
- c. **GREENFIELD AVENUE/HWY 59 EXPANSION**
Supervisor Flessas moved to table action regarding the expansion of Greenfield Avenue/Hwy 59 until the Town starts communicating with the State, they get some further information as to the impact of this financially to the Town, and whether or not the State is going to impose the \$980,000.00 cost on the Town, seconded by Supervisor Harenda, voted on, carried unanimously.
- d. **DEADLINE FOR PLAN COMMISSION APPROVAL**
Attorney Hammes explained that the ordinance being considered for regulating a deadline for receiving Plan Commission approval could be created under Chapter 17 the zoning code or Chapter 2 of the Town Code that created the Plan Commission. The direction was for the Attorney to number the ordinance and create it under Chapter 2 and this would be considered the first reading.
- e. **PLUMBING FEE SCHEDULE**
Supervisor Flessas moved to table the adoption of the Plumbing Fee Schedule until a revenue study is completed, seconded by Supervisor Harenda, voted on, carried unanimously.

NEW BUSINESS

- a. **GUMINA ROAD CLOSURE FOR ANNIVERSARY EVENT**
Supervisor Harenda moved to table the decision for closing of Gumina Road for the Children's Learning Center Anniversary event until verification has been received that the surrounding business owners have been notified, seconded by Supervisor Flessas, voted on, carried unanimously.
- b. **CLOSING OUT PERMIT**
Supervisor Flessas moved to approve extending the Closing Out Permit for Men's Mart located at 17780 W. Bluemound Road to July 25, 2004, seconded by Supervisor Harenda, voted on, carried unanimously.
- c. **LIQUOR LICENSES**
Supervisor Mantz moved to approve all liquor licenses as presented and as published for the licensing year July 1, 2004 through June 30, 2005, subject to all establishments having delinquent taxes and any outstanding Wholesale invoices paid. The motion was seconded by Supervisor Stroebel, voted on and carried unanimously.
- d. **BARTENDER LICENSES**
Supervisor Stroebel moved to approve the July 1, 2004 through June 30, 2005 bartender licenses as listed (see attached), seconded by Supervisor Mantz voted on, carried unanimously.

e. JULY 6, 2004 TOWN BOARD MEETING

Supervisor Flessas moved to cancel the July 6, 2004 Town Board meeting, seconded by Supervisor Harenda, voted on, passed 4 – 1 with Chairperson Henderson voting nay.

Supervisor Mantz moved to reconsider the cancellation of the July 6, 2004 Town Board meeting, seconded by Supervisor Stroebel, voted on, carried unanimously.

Inspector Lake said that there is a Plan Commission meeting the week before and there will be a number of recommendations that will be coming forward to the Board. If the meeting is cancelled it would delay the developers almost a month.

Chairperson Henderson asked if there are any board members that will not be available to determine if there will be a quorum available to hold the meeting. The only member that said they were not available was Supervisor Harenda. It was determined that having the meeting is a non-issue since a quorum of members are available.

DEPARTMENTS, BOARDS COMMITTEE COMMISSION REPORTS AND/OR RECOMMENDATIONS

b. BUILDING INSPECTOR None.

c. CLERK'S

2. CHARGE FOR PROPERTY STATUS INFORMATION FOR STORM WATER AND GARBAGE BILLING

The Clerk explained that she has received a request to see if the Town would charge less than the fee that is charged for a complete Property Status letter when they are only verifying if payment of the storm water/garbage bills have been made. The request for this information is usually done when a property owner is refinancing or selling and a Title search is needed. This search is done to check if there are any liens or outstanding assessments, taxes or bills owed. The consensus of the board was that whether they request a portion or all the information they are to pay the same fee because it is best if the entire search is done.

d. ADMINISTRATOR'S

1. AMENDMENT TO CONTRACT

Supervisor Mantz moved to waive the residency requirement of the Administrator Contract for the current Administrator Richard Czopp, seconded by Supervisor Flessas, voted on, carried unanimously.

VOUCHERS

Supervisor Mantz moved to approve the voucher list as presented in the amount of \$73,793.13, subject to the Administrator verifying what the payment of check number 69484 in the amount of \$15,079.93 is for, seconded by Supervisor Stroebel, voted on, and carried unanimously.

Included in the approved vouchers were: \$15,079.93 to Mine Safety Appliances Co for the last lease payment and buyout of the fire department air pack; \$8,400.00 to Ray Galinski Contractors for work on Crossroads Circle catch basins and curb; \$5,289.14 to CDM for storm water implementation work; \$4,413.28 to Brookfield Culvert Service for culvert equipment and \$4,250.00 to Grota Appraisals, LLC for annual assessment and revaluation work.

COMMUNICATIONS AND ANNOUNCEMENTS

The attached list of correspondence was reviewed by members of the Board, with no comments made.

CLOSED SESSION (8:15 P.M.)

Supervisor Flessas moved to adjourn into Closed Session according to Wisconsin Statutes Section 19.85(1)(e) for the purpose of negotiation of Town owned land and negotiating for extension of municipal services, whenever competitive or bargaining reasons require a closed session and 19.85(1)(g) Wisconsin Statutes to confer with legal counsel concerning strategy to be adopted with respect to possible litigation, seconded by Supervisor Stroebel, voted on, carried unanimously.

OPEN SESSION (8:45 P.M.)

Supervisor Flessas moved to adjourn into Open Session according to Wisconsin Statutes Section 19.85(2) for any necessary action resulting from the Closed Session and to adjourn the meeting, seconded by Supervisor Harenda, voted on, carried unanimously.

ADJOURNMENT

There being no further business Supervisor Harenda moved to adjourn, seconded by Supervisor Flessas, voted on and carried unanimously. The meeting adjourned at 8:45 p.m.

Respectfully submitted,

Jane F. Carlson
Town Clerk

CORRESPONDENCE

June 15, 2004

1. Wisconsin Taxpayers Alliance Notice of Legislative meetings No. 64. and order form for Room Taxes and Tourism Development.
2. Sanitary District No 4 June 14, 2004 meeting notice and Commissioner notification.
3. Grota Appraisals report on assessment and revaluation work performed.
4. Letter from Mared Mechanical Contractors and response from Administrator Czopp regarding the HVAC in the Police Department.
5. Invitation to 2004 Clean Air Extravaganza on June 30, 2004.

June 11, 2004

MEETING NOTICES

All meetings will be held at the TOWN HALL, 645 N Janacek Road, Brookfield, WI:

TUESDAY, JUNE 15, 2004 6:00 P.M. STAFF MEETING (TOWN BOARD AND DEPARTMENT HEADS)

AGENDA:

1. Exchange of information and ideas.

TUESDAY, JUNE 15, 2004 7:00 P.M. TOWN BOARD

AGENDA:

1. Call to Order.
2. Approval of Agenda.
3. Approval of Minutes.
4. Citizen comments: Three-minute limit.
5. Chairman's Comments.
6. Supervisor's Comments.
7. Old Business:
 - a. Discussion and necessary action on FEMA Grant for fire training trailer.
 - b. Discussion and necessary action on 2003 Road Program allocation of cost for Woelfel Road north of Wisconsin Avenue.
 - c. Discussion and necessary action regarding the expansion of Greenfield Avenue/Hwy59.
 - d. Discussion and necessary action regarding creating an Ordinance of the General Code of the Town of Brookfield regulating a deadline for Plan Commission approval. (First Reading)
 - e. Discussion and necessary action regarding Plumbing Fee Schedule.
8. New Business:
 - a. Approval of closure of Gumina Road on Saturday, July 17, 2004 from 1:00 p.m. until 4:00 p.m. for a 30th Anniversary Event for Children's Learning Center.
 - b. Request for extension of Closing-Out Sale Permit for Mensmart.
 - c. Approve liquor licenses for July 1, 2004 to June 30, 2005 licensing year.

- d. Approve bartender licenses pending record checks if necessary.
 - e. Discussion and necessary regarding the July 6, 2004 Town Board meeting.
9. Department, Boards, Committee/Commission Reports/Recommendations:
- a. Building Inspector.
 - b. Clerk's
 - 1. Discussion and necessary action regarding agenda items.
 - 2. Discussion and necessary action regarding charges for property status information when only requesting payment verification of storm water and garbage billing.
 - c. Administrator's.
 - 1. Amendment to the Administrator Contract regarding residency requirement.
10. Approval of Vouchers and Checks.
11. Communications and Announcements.
12. Adjourn into **CLOSED SESSION**, according to
- a. Section 19.85(1)(e) Wisconsin Statutes for the purpose of negotiation of Town owned land and negotiating for extension of municipal services, whenever competitive or bargaining reasons require a closed session.
 - b. Section 19.85(1)(g) Wisconsin Statutes to confer with legal counsel regarding litigation in which the Town is or is likely to become involved.
13. Adjourn into **OPEN SESSION**, according to Section 19.85(2) Wisconsin Statutes, for any necessary action resulting from the Closed Session and to adjourn the meeting.
14. Adjournment.

WEDNESDAY, JUNE 16, 2004

6:00 P.M.

BOARD OF REVIEW

Board shall meet a minimum of two hours at its first session.

THURSDAY, JUNE 17, 2004

5:30 P.M.

MUNICIPAL COURT

Jane F. Carlson
Town Clerk

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above meetings to gather information. No action will be taken by any governmental body other than that specifically noticed. Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request such services contact the clerk's office at the above location.