

TOWN OF BROOKFIELD
TOWN BOARD
SEPTEMBER 7, 2004

The regular meeting of the Town Board was held on Tuesday, September 7, 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 7:45 p.m. with the following people present: Supervisors: Cheryl Mantz and Patrick Stroebel, Attorney James Hammes, Administrator Richard Czopp, Building Inspector Gary Lake and the Town Clerk to record the minutes. Excused absence Supervisor Robert Flessas.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Chairperson Henderson said that in the August 17, 2004 Town Board meeting minutes on page one in the last sentence the words *and 18* needs to be removed.

Supervisor Mantz moved to dispense with the reading of the August 17, 2004 Town Board meeting minutes and approve them as corrected seconded by Supervisor Stroebel, voted on, carried unanimously.

PUBLIC COMMENT None.

CHAIRMAN'S REPORT

a. TOWN BOARD APPOINTMENT PROCEDURE

Chairman Henderson explained that the procedure for filling a vacancy on the Town Board per Wisconsin Statutes is by appointment by the remaining Board members and the Town Clerk. The first candidate that receives three votes or more would fill the seat and the voting is done by roll call vote with the order mixed up and the Chair voting last. He will put the six names in nomination and will need a second. Then each possible appointee will be given two to three minutes to present themselves and their interest in the position after the presentations the Board and Clerk will have the opportunity to ask questions. Each candidate will then be given the opportunity to give a final summarization and then the voting will take place. If there are two votes for one person and one vote for three others the person with the two votes will be placed aside and the other ones will be voted on again to get another person so there are two candidates for the final vote. If there are three votes for any person on the first attempt the voting is finished.

OLD BUSINESS

a. ORDINANCE AMENDING PLUMBING INSPECTION DEPARTMENT

Supervisor Mantz moved to table the adoption of Ordinance 15.07(2)(a) and (b) of the General Code of the Town of Brookfield pending Inspector Lake reviewing a sliding scale for reimbursement, seconded by Supervisor Stroebel, voted on, carried unanimously.

- b. SERGEANT POSITION IN POLICE DEPARTMENT
Supervisor Mantz moved to approve the Sergeant position in the Police Department, seconded by Supervisor Stroebel, voted on, carried unanimously.
- c. OFFICE FURNITURE AND SUPPLIES FOR POLICE DEPARTMENT
Supervisor Mantz moved to approve the purchase of office furniture and supplies for the Police Department not to exceed \$5,000.00, died for lack of a second.

Chief Police Chris Perket explained that he received a quote of \$4,618.00 for the purchase but that price was given to him a number of months ago and may have expired.

Supervisor Stroebel moved to approve purchasing of office furniture and supplies for the Police Department not to exceed \$5,000.00, but to attempt for the quoted price if possible, seconded by Supervisor Mantz, voted on, carried unanimously.

NEW BUSINESS

- a. ELECTION INSPECTOR
Supervisor Stroebel moved to approve Sherly Sheedy as an Election Inspector, seconded by Supervisor Mantz, voted on, carried unanimously.
- b. PICNIC PERMIT
Supervisor Mantz moved to approve a Picnic Permit for Donna Knepper (WI Compensation Rating Bureau) on Friday, September 17, 2004 from 11:00 a.m. until 7:00 p.m. at Marx Park, seconded by Supervisor Stroebel, voted on, carried unanimously.
- c. APPOINTMENT OF HUMANE OFFICER
Supervisor Stroebel moved to approve the appointment of Marge Lambrecht as a Humane Officer, seconded by Supervisor Mantz, voted on, carried unanimously.
- d. EMT-PARAMEDIC REFRESHER TRAINING AGREEMENT
Supervisor Stroebel moved to approve the EMT-Paramedic Refresher Training Agreement with the City of Brookfield for a period of July 1, 2004 through June 30, 2006, seconded by Supervisor Mantz, voted on, carried unanimously.
- e. RESCHEDULE NOVEMBER 2, 2004 TOWN BOARD MEETING
Supervisor Mantz moved to reschedule the November 2, 2004 Town Board meeting to Wednesday, November 3, 2004 at 7:00 p.m. due to the election, seconded by Supervisor Stroebel, voted on, carried unanimously.
- f. BARTENDER LICENSES
Supervisor Stroebel moved to approve bartender licenses for Manjit Singh at New Taste of India and Julee T-Shrestha at Bluemound Mobil, seconded by Supervisor Mantz, voted on, carried unanimously.

DEPARTMENT, BOARDS, COMMITTEE/COMMISSIONS RECOMMENDATIONS

- a. PLAN COMMISSION RECOMMENDATIONS
 - 1. FINAL APPROVAL OF CONDOMINIUM DEVELOPMENT AT 795 N BROOKFIELD ROAD

Supervisor Stroebel moved to follow Plan Commission recommendation and grant final approval for an 18-unit condominium development at 795 N. Brookfield Road subject to Engineering and Architectural Committee approval, Development Agreement, Certified Survey Map and easements, seconded by Supervisor Mantz, voted on, carried unanimously.

b. ADMINISTRATOR'S REPORT

1. 2005 BUDGET PROGRESS

Supervisor Mantz moved to set the time and date for the Budget Workshops with the Town Board and Departments at 7:00 p.m. on September 22, 2004 with the Police Department, September 27, 2004 all other departments excepting the Fire Department and September 30, 2004 with the Fire Department, seconded by Supervisor Stroebel, voted on and carried unanimously.

VOUCHERS

Supervisor Mantz moved to approve the vouchers as presented in the amount of \$119,289.50 seconded by Supervisor Stroebel, voted on, and carried unanimously.

Included in the approved vouchers were \$26,940.29 to Onyx-Hartland for refuse/recycling and yard waste service and \$9,058.25 to Cramer, Multhauf & Hammes for legal fees.

COMMUNICATIONS AND ANNOUNCEMENTS

The attached list of correspondence was reviewed by members of the Board, with comment on the following:

5. Chairman Henderson noted.
13. Chairman Henderson asked that Administrator Czopp attend the meeting.
14. Chairman Henderson said that he has the report if anyone is interested in reviewing report also available at Clerk's office.
18. Noted.

CLOSED SESSION (8:05 P.M.)

Supervisor Stroebel moved to adjourn into Closed Session according to Section 19.85(1)(c) Wisconsin Statutes to review Fire Department personnel matters, seconded by Supervisor Mantz, voted on, carried unanimously.

OPEN SESSION (8:35 P.M.)

Supervisor Stroebel moved to 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, seconded by Supervisor Mantz, voted on, carried unanimously.

ADJOURNMENT

There being no further business Supervisor Mantz moved to adjourn, seconded by Supervisor Stroebel, voted on and carried unanimously. The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Jane F. Carlson
Town Clerk

CORRESPONDENCE
September 7, 2004

1. Notice of Legislative Hearings, No 71 & 72.
2. Focus, July & August, 2004, No. 15 & 17.
3. Legislative Breakfast Oct 22, 2004.
4. Sanitary District No. 4 minutes August 9, 2004.
5. Letter from Onyx Waste.
6. Letter from Waukesha County Parks & Land Use regarding Public Education Campaign.
7. Waukesha County Compost Facility Delivery Protocol.
8. Wis Dept of Transportation Miles of Public Highway.
9. Brookfield Chamber of Commerce registration form for Sept 2004.
10. Wis Dept of Admin census report.
11. The Wisconsin Taxpayer June 2004.
12. WCTC Scholarship luncheon Sept 20, 2004.
13. Invitation to Elmbrook Schools meeting Sept 17, 2004.
14. Southeastern Wis Regional Planning Commission 2003 Annual Report.
15. Brookfield Chamber of Commerce Annual Business Expo Sept 9, 2004.
16. Wis Energies Newsletter Summer 2004.
17. Sanitary District No. 4 emergency numbers.
18. Hwy 18 & JJ Bridge Reconstruction building inspection/zoning administration report.
19. Wis Dept of Admin FMI Soccer Club annexation letter.

September 3, 2004

MEETING NOTICES

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

TUESDAY, SEPTEMBER 7, 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 Report.
 - a. Report on procedure on appointment of Town Board vacancies.
6. Old Business:
 - a. Discussion and necessary action regarding amending Ordinance 15.07(2)(a) and (b) Plumbing Inspection Department.
 - b. Discussion and necessary action regarding the Sergeant position in the Police Department.
 - c. Discussion and necessary action on office furniture for the Police Department.
7. New Business:
 - a. Approve Sherly Sheedy as an Election Inspector.
 - b. Approval of Picnic Permit for Marx Park on September 17, 2004 for Donna Knepper 11:00 a.m. until 7:00 p.m.
 - c. Appointment of Marge Lambrecht an employee of Elmbrook Humane Society as a Humane Officer
 - d. Discussion and necessary action regarding the EMT-Paramedic Refresher Training Agreement with the City of Brookfield.
 - e. Reschedule the November 2, 2004 Town Board meeting due to the Election.
 - f. Approve bartender licenses.
8. Department, Boards, Committee/Commission Reports/Recommendations:
 - a. Plan Commission Recommendations:

1. For final approval of an 18 unit condominium development at 795 N. Brookfield Road.
- b. Administrator's Report
 1. Update and report on 2005 Budget progress.
9. Approval of Vouchers and Checks.
10. Communications and Announcements.
11. Adjourn into **CLOSED SESSION** according to Section 19.85(1)(c) Wisconsin Statutes to review Fire Department personnel matters.
12. 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.
13. Adjournment.

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.