

TOWN OF BROOKFIELD
TOWN BOARD
SEPTEMBER 2, 2008

The regular meeting of the Town Board was held on Tuesday September 9, 2008 in the Erich Gnant Room of the Town Hall, 645 N Janacek Road, Brookfield, WI.

Chairperson Keith Henderson called the meeting to order at 7:07 p.m. with the following people present: Supervisors: John Schatzman, Robert Flessas and Dan Shea, Attorney James Hammes, Administrator Richard Czopp, Building Inspector Gary Lake and the Town Clerk Jane Carlson to record the minutes and with an excused absence Supervisor Patrick Stroebel.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Supervisor Shea moved to dispense with the reading of the minutes of the August 19, 2008 Town Board meeting and approve them as corrected, seconded by Supervisor Stroebel, voted on, carried unanimously.

PUBLIC COMMENT None.

OLD BUSINESS None.

a. AMENDMENTS TO SIGN ORDINANCE

Supervisor Schatzman moved to approve the Ordinance amending Section 17.08 (Signs) of the Town of Brookfield's Zoning Code seconded by Supervisor Flessas, voted on and carried unanimously.

NEW BUSINESS

a. ACCESS AGREEMENT TO JAMES SHAFER

Supervisor Schatzman moved to approve the Access Easement Agreement to James Shafer subject to the recommendations of the Police & Fire Chief's that an underground conduit be extended for potential extension of electrical for the possible future installation of a flashing yellow lights that could be preempted actuated whenever emergency vehicles exit, the Department of Public Works Superintendent suggestion that the disturbed areas not be planted with grass but with plantings like the islands of the upper parking lot (fragrant sumac) which is drought and salt tolerant. Also Attorney Hammes' recommendation that there be a provision in the easement that states in the event that alternative access for Janacek Road which is substantial the same as this easement is obtained by the Town either by way of an easement or public right of way the present easement can be vacated or relocated. The motion was seconded by Supervisor Shea, voted on and carried unanimously.

b. TRANSIT SERVICES AGREEMENT

Supervisor Schatzman moved to approve the Intergovernmental Agreement to provide City of Waukesha Transit Service to Brookfield Highlands Apartments in the Town of Brookfield, seconded by Supervisor Shea, voted on, carried unanimously.

c. PICNIC PERMIT

Supervisor Schatzman moved to approve a picnic permit for GE Healthcare Financial Services, on Sunday, September 23, 2008 from 5:00 p.m. until 8:00 p.m., at Marx Park, seconded by Supervisor Shea, voted on, carried unanimously.

d. BARTENDER LICENSES

Supervisor Shea to approve the September 2 2008 through June 30, 2009 bartender licenses as listed (see attached), seconded by Supervisor Schatzman, voted on, carried unanimously.

DEPARTMENT, BOARDS, COMMITTEE/COMMISSIONS RECOMMENDATIONS

a. PLAN COMMISSION

1. FINAL APPROVAL OF REDEVELOPMENT AT 19770 W. BLUEMOUND ROAD

Supervisor Flessas moved to follow the Plan Commission recommendation and grant final approval of a 12,000 square foot commercial re-development at 19770 West Bluemound Road subject to the recommendations of the Architectural Control Committee, Plan Commission seconded by Supervisor Schatzman, voted on, carried unanimously.

2. TEMPORARY PLAN OF OPERATION AT 875 BAHCALL COURT

Supervisor Schatzman moved to approve a revised Plan of Operation for the temporary placement of process equipment (high temperature boiler) for bottling equipment testing for KHS at 875 Bahcall Court beginning today, September 2, 2008 and not to exceed March 1, 2009, seconded by Supervisor Shea, voted on, carried unanimously.

b. ADMINISTRATOR'S REPORT

1. 2009 BUDGET REVIEW

Inspector Lake said that the permit fees remain about the same except for plumbing and he expects that to be unchanged for next year. He has started to review the building permit fees that are currently being charged because they have not been altered since 1993 and will bring to the Board before the first of the year the results of his study. The current budget figures are low and he expects that to change because there are projects in the works such as Lexus, Rogan Shoes and Aldi's developments. He has proposed monies for replacement of the lap top which is 7 or 8 years old and a file cabinet. He thinks that the Town should start putting money away for replacement of the building environmental control system. Presently the system is a Carrier Parker control and it has one master thermostat that controls the time for heating and air conditioning. The clock in it has a flaw and is bad so it resets itself any time and the cause has not been able to be identified. This can be a waste of money because in the evening or on weekends if it resets itself is can be heating or cooling unnecessarily. He has asked 3 different mechanical contractors if there is a replacement thermostat and they have said no and if one was found they could get a fortune for it because all

of them have failed. He has received an estimate about a year ago to replace the entire building control system \$14,000.00. He also recommends looking into installing security cameras for the outside and in the west hall area for court night.

Park & Recreation Director Chad Brown presented the 4th of July budget and said that anything that had to be delivered increased the most. With the revenue of selling and the sponsorships it cost \$5,819.64 to host the event compared to \$5,463.45 last year. Some of the expenses happen only once every few years.

Supervisor Shea said that the inflatable play areas were very popular and he thinks they should look into having a third one next year.

Director Brown said that they are around \$300.00 and they have talked about having another one.

The rest of the budget the item that increases the most is the mosquito control. There will be a change in the product and he has not received a price but 1 barrel of the current product is approximately \$4,300.00 and will need to purchase at least 2 for next year. The reason for rotating the product usage is to prevent creating super bugs and the Town has been using the current product for 9 years and we want to do ecologically the right thing.

Supervisor Shea asked how many spraying you can get out of a barrel.

Director Brown said about two and a half.

Chairman Henderson asked if the same equipment can be used.

Director Brown said yes.

He said that basically the rest of the Parks & Recreation budget is the same other than inflationary increases and he has put in for a new computer because his is six years old.

He also said that the Tidings budget needs to be increased to \$6,400 because of the increase in printing expenses.

Chairman Henderson asked how the advertising is going.

Director Brown said that it has been steady with some that want to do it every year and there are new ones coming on board.

He said that he has marked 3 spots at Marx Park for placement of the Gazebo with the #3 spot being the preferred one. That one is preferred because of the placement of it in relations to the playground equipment. He asked that the Board

go out and check the areas and let him know if they have any preference or questions.

Administrator Czopp said that he wanted to let the Board know that since the change two years ago in Director Brown's job duties he is doing an excellent job and has saved the Town money.

2. 2008 BUDGET TRANSFERS

Supervisor Schatzman moved to approve the transfer of monies from the Fund Balance for the first payment on the Fire Department truck in the amount of \$209,448.33 and for the Marx Park Gazebo in the amount of \$13,514.00, seconded by Supervisor Shea, voted on and carried unanimously.

VOUCHERS

Supervisor Shea moved to approve the vouchers as presented in the amount of \$105,068.92, seconded by Supervisor Schatzman, voted on, and carried unanimously.

Included in the approved vouchers were: for \$27,301.38 to Veolia ES Solid Waste for recycling, refuse and yard waste collection; \$4,513.25 to Cramer, Multhauf & Hammes for legal services and \$3,784.80 to Strand Associates Inc for engineering fees.

COMMUNICATIONS AND ANNOUNCEMENTS

The attached list of correspondence was reviewed by members of the Board with the following comment.

- #7. Chairman Henderson asked what that was about. Administrator Czopp said that he went out and checked it and it is a slight dip that happened when the City did the restoration after installing water so the Town's is not responsible.

There being no further business Supervisor Flessas moved to adjourn, seconded by Supervisor Shea, voted on and carried unanimously. The meeting adjourned at 8:30 p.m.

Respectfully submitted,
Jane F. Carlson, Town Clerk

CORRESPONDENCE
September 2, 2008

1. Letters from Time Warner introducing new channels.
2. Announcements for Informational Meetings from Wis Dept of Transportation regarding Capitol Drive Rehabilitation Project.
3. Letter from Marcus Theatre regarding expansion of beverage service.
4. Brookfield Chamber Rep, Gloria Albrecht, August update.
5. Police & Fire Commissioners minutes from April 18, 2008.
6. Minutes from July 28, 2008 Waukesha County Cooperation Council.
7. Letter from resident, Jeff Wolf, regarding road improvements.
8. Brookfield Regency newsletter, August to October 2008.
9. Red Cross "Brave Hearts" awards nomination form.

August 29, 2008

MEETING NOTICES

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

TUESDAY, SEPTEMBER 2, 2008

7:00 P.M.

**SANITARY DISTRICT
NO 4**

AGENDA:

1. Call to Order.
2. Approval of Agenda.
3. Approval of Minutes.
4. Citizen comments: Three-minute limit.
5. Old Business. None.
6. New Business: None.
7. Administrator's Report.
8. Approval of Vouchers and Checks.
9. Communications and Announcements.
10. Adjournment.

TUESDAY, SEPTEMBER 2, 2008

**IMMEDIATELY
FOLLOWING THE
SANITARY DISTRICT NO
MEETING**

TOWN BOARD

AGENDA:

1. Call to Order.
2. Approval of Agenda.
3. Approval of Minutes.
4. Citizen comments: Three-minute limit.
5. Old Business:

- a. Discussion and necessary action regarding amendments to Section 17.08 (Signs) of the Town of Brookfield's Zoning Code (Tabled 08/05/2008).
6. New Business:
 - a. Approval of an access easement to James Shafer.
 - b. Discussion and necessary action regarding Intergovernmental Agreement to provide City of Waukesha Transit Service to Town (Brookfield Highlands).
 - c. Approval of Picnic Permit for Marx Park on Sunday, September 23, 2008 for GE Healthcare Financial Services from 5:00 p.m. until 8:00 p.m.
 - d. Approve bartender licenses.
7. Department, Boards, Committee/Commission Reports/Recommendations:
 - a. Plan Commission Recommendations:
 1. For Final Approval, of a 12,000 square foot commercial re-development at 19770 West Bluemound Road.
 2. Approval of a revised Plan of Operation for the temporary placement of process equipment (high temperature boiler) for bottling equipment testing for KHS at 875 Bahcall Court.
 - b. Administrator's Report
 1. 2009 Budget review.
 2. 2008 Budget transfer approvals for Marx Park gazebo and Fire Truck payment.
8. Approval of Vouchers and Checks.
9. Communications and Announcements.
10. Adjournment.

THURSDAY, SEPTEMBER 4, 2008

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.