

TOWN OF BROOKFIELD
TOWN BOARD
SEPTEMBER 16, 2008

The regular meeting of the Town Board was held on Tuesday September 16, 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 7:04 p.m. with the following people present: Supervisors: John Schatzman, Dan Shea and Patrick Stroebel, Administrator Richard Czopp, Highway Superintendent Jeff Golner and the Town Clerk Jane Carlson to record the minutes.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Supervisor Schatzman moved to dispense with the reading of the minutes of the September 2, 2008 Town Board meeting and approve them as presented seconded by Supervisor Shea, voted on, passed 3 – 0 – 1 with Supervisor Stroebel voting present.

PUBLIC COMMENT

Brian Eckelman, 1135 Summit Drive said that he wanted to compliment the Board on doing a great job and informed them that he will be moving from the Town of Brookfield.

OLD BUSINESS None.

NEW BUSINESS

a. REPORT ON TOWN BOARD VACANCY

Chairman Henderson explained that the Board has received a letter of resignation from Supervisor Flessas because he has moved out of the Town. He said that the question he would like to find out from Attorney Hammes is whether there is something in Statutes that says the position must be filled at this point in time. The procedure that has taken place in the past is that people would contact him if they are interested and this would usually take about a month. The reason he wants Attorney Hammes to determine if the position has to be filled is because the term is up for election in April. By the time the appointment would be made it would be November and the following month December is when nomination papers are taken out.

Supervisor Schatzman said that if the position is left open there would have to be communication if any of the remainder members were going to take vacation to make sure that there is a quorum of members available for the meetings.

Chairman Henderson said that would have to be communicated with the Administrator or Clerk.

Supervisor Shea said that before a decision is made to fill it or not could the board find out if there is any interest. Also whether the people are any committees and are familiar with the Town because it might be beneficial to have them for even a short time.

Supervisor Stroebel said that it is difficult to solicit and then decide not to fill the position.

Supervisor Schatzman said that he would like time to consider the pros and cons of filling the position and revisit it in a couple of weeks.

Supervisor Stroebel and Shea agreed that the board should think it over and bring it back at the next meeting.

No action taken it will be brought back at the next meeting with an answer to whether legally it has to be filled or not.

b. **REPORT ON BROOKFIELD CONVENTION & VISITOR BUREAU**

Administrator Czopp reported that there was a meeting of the Bureau board today and explained that the City of Brookfield talked about pulling out. The City's finance committee said that they would like to review it so have put off a decision for a few months. In the mean time 3 of the 4 employees' have resigned, the director, the sales person and the secretary due to the uncertainty of having a job. The person that is left was the director's assistant who is semi-retired and has background in the motel business. The board is made up of a couple hoteliers, a restaurant owner, 2 alderpersons, himself and a couple of business owners. The majority of the board wants to continue because they worked hard on finding and hiring a marketing firm and looking for ways to do something different. They have approved a budget of \$200,000 for marketing the Disney Radio promotion that they have partner with to help not only the motels but other businesses in the area. They still have a reserve of \$600,000 because they have not spent any money this year due to the turmoil of what is the city going to do.

Supervisor Schatzman asked if the Bureau would dissolve what happens to the money.

Administrator Czopp said that the Town would keep their approximate \$125,000 and the City would get theirs. The city seems to want to keep their money and do just local things that don't necessarily promote the hotels and other businesses. He said that he has been talking with Waukesha and Pewaukee to possible join with them and have some type of larger area wide bureau.

c. **APPOINT ELECTION INSPECTORS**

Supervisor Schatzman moved to approve appointment of Shirley Stoll, Daisy Nelson and Marlene Morouse Aune as Election Inspectors, seconded by Supervisor Stroebel, voted on, carried unanimously.

c. **BARTENDER LICENSES**

Supervisor Shea moved to approve September 16, 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. **ADMINISTRATOR'S REPORT ON 2009 BUDGET REVIEW**

Administrator Czopp said that he requested that the DPW Superintendent to come in and go over their budget with the Board.

Superintendent Golner explained that the general operation remains the same except in road repairs there was an increase because of supplies. They are going to be trying

something new, and that is renting a crack fill machine which is suppose to cut the road repair expense. They have not cracked filled in 4 years and there is a need to get back on a maintenance program. The snow plow budget has approximately 3 events left for this year. There is a change in the salt program because last year the contractor went from 39.50 a ton to 82.50 a ton so this year he has elected to join in the state salt program. That price came in at 41.50 a ton and is guaranteed but, you have to tell them a tonnage that you will take. He went with 400 ton of pure salt and you have to take a early fill so has received 100 ton in August and have mixed it themselves with sand to make it a 50/50 mixture. There is 300 ton left that you have to take and if you don't you pay storage fees so he will be keeping an eye on that and if he has to take it and put it in the shed and mix it later he will. This program will need to be evaluated over the year and should bring the salt budget down.

Administrator Czopp said that there is no hiring and will not be doing any major road programs for at least 3 years.

Superintendent Golner said that he is looking a new program of slurry seal that you can put on after completing 2 years of crack filling. This is supposed to prolong road life for 10 years and be a phenomenal savings.

Chairman Henderson asked if this is similar to when you put gravel over the top and how long before it can be driven on.

Superintendent Golner said that it is not anything like that which is chip sealing which we don't want. This is similar to what you would do to an asphalt drive way except it is thicker and it takes at least an hour to set up so you would do half the road at a time and need to further investigate how it is applied.

He would like to have a combined Utility Truck for storm water and street signs that would have a box with storage compartments on both sides, the middle open and crane lift on the back for removing sewer grates. Presently they are manually lifting the grates for inspections and some of them require 2 people.

Maintenance on vehicles has improved and the biggest problems are the electrical systems.

Administrator Czopp said that for the mosquito program 1 barrel with give the Town 2 ½ applications and he has only budgeted \$10,000 and each barrel is around \$4,000.00 so with what is left there should be enough for approximately 5 spraying applications.

Administrator Czopp said that with the yard waste program he would like to have something every month from May through November or December. What he would like to see is the May and June pick up, July, August and September drop off, October and November pick up and look at possibly a drop off in December or April.

Supervisor Shea said that instead of a specific date setting a certain Saturday of the month such as the 3rd because after a few years it would be set in peoples minds.

Administrator Czopp said that is what we discussed so that it would create consistency.

Chairman Henderson explained that it is going to take the county about 5 years to get ready to converting the analog trunking radio system to digital and 10 years to pay it off. What they are requesting as option is the municipalities continue to pay what they are paying now for the next 5 years and this along with interest will be banked and a zero interest loan for the rest. When they get the actual contract which is expected to be about \$9.5 million it will be split with the county taking half and the other communities the rest approximately \$4.7 million. The Town's infrastructure would be a little over \$9,000 for 2009. There is also the radio expense which we have determined can be upgraded so should not have to buy new and there is the operating cost. The other option is to pay nothing for 5 years and pay the full amount plus interest at one time and then get into the program. He would recommend option 1 because it would be a consistent amount over the 15 years.

Administrator Czopp said that would recommend doing the \$9,000 so that five years down the road the Town has to come up with all the monies.

Chairman Henderson said that prior to having the consolidated system and paying \$27,000 per year the Town was paying \$125,000 per year and now would pay about \$35,000 per year. This has been quite a savings to the Town.

Administrator Czopp said that the budget is still being changed.

VOUCHERS

Supervisor Stroebel moved to approve the vouchers as presented in the amount of \$50,340.62 seconded by Supervisor Schatzman, voted on, and carried unanimously.

Included in the approved vouchers were: \$8,216.18 to Scott Oil/Heating Co for vehicle fuel; \$3,660.25 to WPRA Ticket Program for discounted tickets sold and \$3,491.40 to Waukesha County for pavement marking.

COMMUNICATIONS AND ANNOUNCEMENTS

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

Chairman Henderson noted items 3, 9, and 11 meetings.

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

Respectfully submitted,
Jane F. Carlson, Town Clerk

CORRESPONDENCE
September 16, 2008

1. "Focus", August 25, 2008.
2. Letter from Michael Best regarding legal update for municipalities
3. Graef, Anhalt Schloemer packet regarding 190 rehabilitation with DOT.
4. Prohealth "Close to Home" September 2008.
5. Waukesha County "Foundations" Summer 2008.
6. Ehlers "Advisor" August 2008.
7. Letter from Time Warner regarding Big Ten channel.
8. Mental Health Association Campaign for United Way.
9. Wis Dept of Transportation information on US 18 construction.
10. Packet from Time Warner regarding digital transition.
11. Waukesha County Public Hearing on Flood Hazard Maps.

September 12, 2008

MEETING NOTICES

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

TUESDAY, SEPTEMBER 16, 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. Approval of Vouchers and Checks.
8. Communications and Announcements.
9. Adjournment.

TUESDAY, SEPTEMBER 16, 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: None.
6. New Business:
 - a. Report on Town Board vacancy.
 - b. Report from Brookfield Convention & Visitor Bureau.

- c. Appointment of Election Inspectors Shirley Stoll, Daisy Nelson and Marlene Morouse Aune.
 - d. Approve bartender licenses.
7. Department, Boards, Committee/Commission Reports/Recommendations:
- a. Administrator's Report on 2009 Budget review.
8. Approval of Vouchers and Checks.
9. Communications and Announcements.
10. Adjournment.

THURSDAY, SEPTEMBER 18, 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.