

TOWN OF BROOKFIELD
TOWN BOARD
JULY 7, 2009

The regular meeting of the Town Board was held on Tuesday, July 7, 2009 in the Erich Gnant Room of the Town Hall, 645 N Janacek Road, Brookfield, WI.

Chairperson Keith Henderson called the meeting to order at 7:05 p.m. with the following people present: Supervisors: John Schatzman, Kevin Van Kirk, Patrick Stroebel and Dan Shea, Attorney James Hammes, Administrator Richard Czopp, Building Inspector Gary Lake and the Town Clerk Jane Carlson to record the minutes.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Supervisor Schatzman moved to dispense with the reading of the minutes of the June 16, 2009 Town Board meeting and approve them as presented, seconded by Supervisor Shea, voted on and passed 4 – 0 – 1 with Supervisor Stroebel voting present.

PUBLIC COMMENT None.

OLD BUSINESS None.

NEW BUSINESS

- a. **APPOINT REPRESENTATIVE FOR BROOKFIELD CONVENTION & VISITORS BUREAU**
Supervisor Shea moved to approve appoint Jay Walt as the Town's Representative for the Brookfield Convention & Visitors Bureau, seconded by Supervisor Stroebel, voted on and carried unanimously.

- b. **BROOK PARK POND EMERGENCY REPAIRS**
Supervisor Schatzman moved to approve funding in the amount of up to \$10,000 for the emergency repairs at Brook Park Ponds, seconded by Supervisor Van Kirk, voted on, carried unanimously.

- c. **PICNIC PERMIT**
Supervisor Stroebel moved to approve a picnic permit for John Horky on Friday, July 17, 2009 from 2:00 p.m. until 10:00 p.m., at Marx Park, seconded by Supervisor Shea, voted on, carried unanimously.

- d. **PICNIC PERMIT**
Supervisor Van Kirk moved to approve a picnic permit for Fernando Soto on Sunday July 19, 2009 from 11:00 a.m. until 9:00 p.m., at Marx Park, seconded by Supervisor Schatzman, voted on, carried unanimously.

- e. **PICNIC PERMIT**
Supervisor Shea moved to approve a picnic permit for John Howitt on Saturday August 1, 2009 from 8:00 a.m. until 10:00 p.m., at Marx Park, seconded by Supervisor Schatzman, voted on, carried unanimously.

- f. **PICNIC PERMIT**
Supervisor Shea moved to approve a picnic permit for Kristina Krueger on Saturday August 15, 2009 from 11:00 a.m. until 8:00 p.m., at Marx Park, seconded by Supervisor Schatzman, voted on, carried unanimously.

- g. **BARTENDER LICENSES**
Supervisor Schatzman to approve the July 7, 2009 through June 30, 2010 bartender licenses as listed (see attached), seconded by Supervisor Shea, voted on, carried unanimously.

DEPARTMENT, BOARDS, COMMITTEE/COMMISSIONS RECOMMENDATIONS

a. **BUILDING INSPECTION**

1. **BUILDING PERMIT AND PLAN EXAM FEES**

Inspector Lake explained that the fees for Building Permits and Plan Exam have not been changed since 1991. He has reviewed fees for a number of surrounding communities however it is difficult to do an equal comparison because the Town calculates using cubic feet and the other communities use a per square foot. He proposes to continue using the cubic foot because there are some advantages especially with buildings that have tall roofs there would be permit fees for part of that height. There are a lot of trusses in those areas and the inspection time for that is lengthy, spending a lot of time going through a book of plans on trusses at the site, page by page to verify that all the bracing, attachments and anchorage of those big trusses is done per the engineering specifications. To make a comparison he prepared a chart showing three typical projects, a residential addition, a commercial new construction and tenant alterations and even as proposed the Town will be lower. The only new fee proposed is a \$50.00 per inspection in addition to the plan exam and permit fees. The permit dollars are down about 25% so far this year, permit volumes are just about the same as last year, because they are smaller projects. This will move revenues closer to cost for the services.

Supervisor Schatzman asked what the process is for people that do not pull permits until they are caught and if it is enforced.

Inspector Lake said the permit fee doubles for everything and it is enforced when the Town finds out. The most common time the Town finds out is when the property is being transferred and they have to sign a disclosure statement that says all work has been done with permits. They get hesitant to sign that because they know it can come back at them if something was wrong.

Supervisor Van Kirk said that he feels it is good to calculate by the cubic foot because it is more in line with the IBC and setting a good standard.

Supervisor Shea asked how long a permit is good for.

Inspector Lake said residential permit is good for twelve (12) months a commercial permit is good for twenty-four (24) months. The one and two family state code is good for twenty-four (24) months and this code is uniform statewide and it can not be more or less restrictive.

Supervisor Schatzman moved to approve the proposed permit fees as presented by Inspector Lake (see attached) seconded by Supervisor Shea, voted on, and carried unanimously.

VOUCHERS

Supervisor Van Kirk moved to approve the vouchers as presented in the amount of \$207,553.90, seconded by Supervisor Schatzman, voted on, and carried unanimously.

Included in the approved vouchers were: \$29,070.34 to Liberty Mutual Insurance Group for liability, vehicle and workers compensation insurance; \$28,118.54 to Veolia ES Solid Waster for recycling, refuse and yard waste collection; \$18,400.00 to Badger Truck Center, Inc for DPW & UD#1 truck; \$16,558.00 Olson Trailer & Body, LLC for and \$11,888.22 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:

Chairman Henderson noted #2.

There being no further business Supervisor Van Kirk moved to adjourn, seconded by Supervisor Schatzman, voted on and carried unanimously. The meeting adjourned at 7:35 p.m.

Respectfully submitted,
Jane F. Carlson, Town Clerk

JULY 7, 2009 TO JUNE 30, 2010

ALDI

CAROLANN ABEL (R)

BLUEMOUND ELITE

CHRISTINE A BECKMANN (R)

CHRISTINE DZIADOSZ (R)

RONALD J GILLETTE (R)

PAMELA L HOLSETH (R)

JOANNE M JONES (R)

DORY A KARINEN (R)

ANDREW SCHREIER (R)

MICHAEL J SHARP (R)

ADAM D SIEGEL (R)

MI COCINA

LUIS F GUZMAN-MACIAS (R)

PANO'S BAR & GRILL

SAMUEL I FRIEDMAN (R)

CORTNEY JOHNSON (R)

BRANDON MICHALOWSKI (R)

GARRETT W TORTELLI (R)

THREE BROTHERS PUMPING

DARLENE K THORESEN (R)

**Proposed 2009
Town of Brookfield
Building Permit Fees**

Minimum Permit Fee		\$50.00 per inspection plus plan exem fees
Building Permit:	Residential	\$8.00/ 1000 cu ft (new) \$10/ 1000 cu ft (additions/ alterations)
	Commercial	\$11.00/ 1000 cu ft (new) \$12/ 1000 cu ft (additions/ alterations)
	Industrial/ Manufacturing	\$8.00/ 1000 cu ft (new) \$10/ 1000 cu ft (additions/ alterations)
	Accessory Structures	
	Fence	None
	Tent	\$40.00
	Deck	\$25 per inspection
	Pools	\$40.00
	Re-roofing, re-siding	None
	Foundation Repair	\$40.00 per inspection
Where Sq. Ft Cannot be Calculated:	(per \$1,000 valuation)	\$8.00
Early Start:	Residential	\$50.00
	Commercial/ Industrial	\$100.00
Plan Examination:	New Construction:	
	One & two family	\$50.00 (< 50,000 cu ft/ \$75.00 >)
	Multi- family	\$100.00 (plus \$10.00 per unit)
	Commercial	\$100.00
	Additions/ Alterations:	
	One & two family	\$40.00
	Commercial	\$100.00 min plus \$0.10 per sq ft
	Residential Acc Bldg	\$20.00
	Deck	\$20.00
Reinspection:		\$40.00
Wrecking:		\$50.00 minimum plus \$3.00/ 1,000 cu ft \$750 maximum
Occupancy Permits:	Residential	\$35.00
	Commercial	\$90.00
Erosion Control:	Residential	\$100.00
	Multi- family	\$350 plus \$100/ act >1
	Commercial/ Industrial	\$350.00 (Plus \$100/ ac > 1)
	Other	\$50.00 min

CORRESPONDENCE

July 7, 2009

1. Focus – No. 10
2. Statement of Fire Dues Payment.
3. “Town Hall Meetings” Schedule.
4. Gloria Albrecht June 2009 Notes.
5. Madeline Square Erosion Control & Site Stabilization Letter.
6. WI Employee Trust Fund Contribution Rates.
7. High-Tech Institute Letter.
8. Baxter Woodman Municipal News.

July 2, 2009

MEETING NOTICES

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

TUESDAY, JULY 7, 2009

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.
 - a. Discussion and necessary action to consider construction of an additional Water Tower.
7. Approval of Vouchers and Checks.
8. Communications and Announcements.
9. Adjournment.

TUESDAY, JULY 7, 2009

**IMMEDIATELY
FOLLOWING THE
SANITARY DISTRICT NO 4
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. Appoint Jay Walt Town Representative for Brookfield Convention & Visitors Bureau.
 - b. Discussion and necessary action regarding Brook Park Pond emergency repairs.
 - c. Approve Picnic Permit for John Horky on Friday, July 17, 2009 from 2:00 p.m. until 10:00 p.m. at Marx Park.
 - d. Approve Picnic Permit for Fernando Soto on Sunday July 19, 2009 from 11:00 a.m. until 9:00 p.m. at Marx Park.
 - e. Approve Picnic Permit for John Howitt on Saturday August 1, 2009 from 8:00 a.m. until 10:00 p.m. at Marx Park.
 - f. Approve Picnic Permit for Kristina Krueger on Saturday August 15, 2009 from 11:00 a.m. until 8:00 p.m. at Marx Park.
 - g. Approve bartender licenses.
7. Department, Boards, Committee/Commission Reports/Recommendations:
 - a. Building Inspection.
 1. Discussion and necessary action regarding Building Permit and Plan Exam fees.
8. Approval of Vouchers and Checks.
9. 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.