



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Final

### Board of Public Works

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Thursday, December 7, 2023

5:30 PM

Council Chambers, City Hall

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#### 1. Call to Order

**Present** 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne, and Joe Pieper

#### 2. Public Comment

*Resident Chris Bauman, 1840 Tallgrass Cr., addressed the Board regarding trip hazards in the neighborhood caused by trees in the terrace.*

#### 3. Approval of Minutes

##### A. [ID#23-8235](#) Approval of Minutes of November 9, 2023.

**Sponsors:** Public Works

**Attachments:** [BPW Meeting Minutes 11-9-23-Draft.pdf](#)

**A motion was made by Member Steve Kassens, seconded by Ald. Eric Payne, that the Minutes of November 9, 2023, be approved. The motion carried by the following vote:**

**Aye:** 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne and Joe Pieper

#### 4. Discussion and Recommendation to Council Regarding:

##### A. [ID#23-8239](#) Review and act on Contract Change Order No. 2 with H & H Civil Construction LLC for the Artificial Turf Installation at Mindiola Park project.

**Sponsors:** Public Works

**Attachments:** [23-8239 BPW Agenda Cvr-CCO2 H&H Construction-Artificial Turf Install at Mindiola Park.pdf](#)  
[23-8239\\_CCO2-H&H Construction-Artificial Turf Install.pdf](#)

*Katie Jelacic, P.E., presented this item.*

**A motion was made by Ald. Joe Pieper, seconded by Vice Chair Kevin Reilly, that the Contract Change Order No. 2 with H & H Civil Construction LLC for the Artificial Turf Installation at Mindiola Park project be recommended for Council Consent. The motion carried by the following vote:**

**Aye:** 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne and Joe Pieper

##### B. [ID#23-8248](#) Review and act on Contract Change Order No. 1 with Ford Construction

Co., Inc., for the Silurian Springhouse Foundation Alteration project.

**Sponsors:** Public Works

**Attachments:** [23-8248 BPW Agenda Cvr-CCO1 Ford Construction-Silurian Springhouse Foundation.pdf](#)  
[23-8248 CCO1 for Ford Construction Silurian Springhouse Foundation Alteration.pdf](#)

**A motion was made by Ald. Joe Pieper, seconded by Member Steve Kassens, that the Contract Change Order No. 1 with Ford Construction for the Silurian Springhouse Foundation Alteration project be recommended for Council Consent. The motion carried by the following vote:**

**Aye:** 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne and Joe Pieper

- C. [ID#23-8249](#) Review and act on Contract Change Order No. 2 with The MRD Group Inc. for the Demolition and Asbestos Abatement of 315 N. West Ave. project.

**Sponsors:** Public Works

**Attachments:** [23-8249 BPW Agenda Cvr-CO2-MRD-Demo 315 N West Ave.pdf](#)  
[23-8249 CCO 2 for MRD Group-315 N West Ave.pdf](#)

*Katie Jelacic, P.E., presented this item.*

**A motion was made by Ald. Pieper, seconded by Vice Chair Reilly, that the Contract Change Order No. 2 with The MRD Group Inc. for the Demolition and Asbestos Abatement of 315 N. West Ave. be recommended for Council Consent. The motion carried by the following vote:**

**Aye:** 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne and Joe Pieper

- D. [ID#23-8250](#) Review and act on the Contract for Street Sweepings Disposal Services.

**Sponsors:** Public Works

**Attachments:** [23-8250 BPW Agenda Cvr-Contract for Street Sweeping Disposal Services.pdf](#)  
[2023 Memo to BPW - RFP Results.pdf](#)

*Dustin Nolan, Solid Waste and Recycling Manager, presented this item.*

**A motion was made by Ald. Joe Pieper, seconded by Vice Chair Kevin Reilly, that the Contract for Street Sweepings Disposal Services be recommended for Council Consent. The motion carried by the following vote:**

**Aye:** 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne and Joe Pieper

## 5. Approval of Payments

- A. [ID#23-8237](#) Approval of Payments

**Sponsors:** Public Works

**Attachments:** [Payments 12-7-23.pdf](#)

**A. ID#23-8237 Approval of Payments**

**Aye:** 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne and Joe Pieper

6. Discussion and Authorization re:

- A. [ID#23-8254](#) Review and act on the request from Bielinski Homes, Inc., for a one-time sewer credit/refund for multiple addresses.

**Sponsors:** Public Works

**Attachments:** [23-8254 BPW Agenda Cvr-Bielinski Homes Various Address Credit.pdf](#)

*Chris Langemak, P.E., presented this item.*

**A motion was made by Ald. Joe Pieper, seconded by Vice Chair Kevin Reilly, that the request from Bielinski Homes, Inc., for a one-time sewer credit/refund for multiple addresses be approved. The motion carried by the following vote:**

**Aye:** 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne and Joe Pieper

7. Matter of Report

*Director Damien updated the Board on the leaf pick-up, stating the crews are finishing tomorrow. Everything has gone as smoothly as possible and they are finishing on time. This is a good accomplishment for crews that have worked very hard. Ald. payne said the streets look good. Vice Chair Reilly said area around his neighborhood left some areas of mashed leaves on the streets. Director Damien stated there was a snow fall during that period which made it difficult during that time.*

8. Communications and Referrals:

9. Adjournment

**A motion was made that the meeting be adjourned. The motion carried unanimously.**

"A majority of the Council members may be in attendance"

NOTICE: Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible or that materials at the meeting be in an accessible format, please contact the Public Works department, 48 hours prior to the meeting at 524-3600 or by the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request. Attend this meeting in person or watch live at <https://waukesha.legistar.com/calendar.aspx> (due to technical circumstances, the live stream may not always be available).