



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

City Council

Tuesday, February 6, 2024

6:00 PM

Council Chambers, City Hall

1. Roll Call

Present: 12 - Joe Pieper, Peter Bartels, Daniel Manion, Dean D. Lemke, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Frank McElderry, Mike Chrisien, Mike Anderson, Alicia Halvensleben and Paul Wuteska

Absent: 3 - Cassandra Rodriguez, Eric E. Payne and Cory C. Payne

2. Pledge of Allegiance

3. Public Comment

No speakers present.

4. Presentation to Council

A. [ID#24-8950](#) Proclamation for Mason Damaske

Attachments: [2024 Proclamation - Mason Damaske](#)

B. [ID#24-8964](#) Presentation by Therese Thill on Waukesha County Center for Growth Activities.

5. Approval of Minutes

A. [ID#24-8844](#) Minutes from January 16, 2024

Attachments: [ccmn240116 draft.pdf](#)

A motion was made by Ald. Manion, seconded by Ald. Halvensleben, to approve the Minutes from January 16, 2024. The motion carried by the following vote:

Aye: 12 - Joe Pieper, Peter Bartels, Daniel Manion, Dean D. Lemke, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Frank McElderry, Mike Chrisien, Mike Anderson, Alicia Halvensleben and Paul Wuteska

Absent: 3 - Cassandra Rodriguez, Eric E. Payne and Cory C. Payne

Consent Agenda

The Consent Agenda passed by unanimous consent with no items removed.

1. Other Boards and Commissions

- A. [ID#24-8769](#) Review and act on (recommendation to Common Council) proposed Beverage Service Contract with Raised Grain Brewing Company to provide vending services for the 2024 Tribute Tuesday Concert Series.

Attachments: [Common Council Cover Sheet - Tribute Tuesday Raised Grain Contract 2024](#)
[Tribute Tuesday Service Contract-Raised Grain Brewing Co. 2024](#)

- B. [ID#24-8846](#) Review and take action on a proposed reallocation of 2024 Façade, Sign, Awning Grants to Wayfinding Signs

Attachments: [CDBG Reallocation Request for Wayfinding Signs](#)

2. Plan Commission

- A. [PC23-0489](#) Certified Survey Map – 617 Downing Drive – A request to approve a 2 lot CSM over approximately 71,253 sq. ft. of land along the west side of Downing Drive in the Rs-3 Single Family zoning district.

Attachments: [Cover Sheet - CSM 617 Downing Drive Application](#)
[Certified Survey Map](#)
[City Department Review Comments - 617 Downing CSM](#)

- B. [PC23-0490](#) Certified Survey Map – 1631 Arcadian Avenue – A request to approve a 2 lot CSM over approximately 17.79 acres of industrial land along the south side of Arcadian Avenue in the M-1 General Manufacturing zoning district.

Attachments: [Cover Sheet - 1631 Arcadian CSM](#)
[114385-CSM Updated Draft](#)
[Project Reviews - CSM23-00018](#)

3. Standing Committees

A. Finance Committee - Ald. Pieper

- A. [ID#23-8535](#) Consideration and Possible Action on an Agreement between the Waukesha County Center for Growth, Inc. and the City of Waukesha

Attachments: [Cover Sheet - Waukesha County Center for Growth Contract](#)
[Waukesha County Center for Growth Materials 2024](#)

- B. [ID#24-8836](#) Review and act on a revision of a professional services contract with EPLEX, LLC to offer building permit applicants the option to use EPLEX, LLC to review their state required plans

Attachments: [Cover Sheet - EPLEX Contract Revision 2024](#)
[2024 Contract-Finance Draft with Schedule](#)

B. Building & Grounds Committee - Ald. E. Payne

C. Ordinance & License Committee - Ald. R. Lemke

1. Licenses

- A. [ID#24-8832](#) Invited Other Applications

Attachments: [Invited Other Applications 01-22](#)

- B. [ID#24-8833](#) Other Applications

Attachments: [Other License Applications 01-22](#)

D. Human Resources - Ald. Rodriguez

E. Board of Public Works - Alex Damien

- A. [ID#24-8703](#) Review and act on the Contract Amendment No. 5 for Operational Assistance Services with Strand Associates, Inc., for on-going assistance of services related to the recent improvements at the Clean Water Plant.

Sponsors: Public Works

Attachments: [24-8703-BPW_Agenda Cvr-Contract Amend 5-Strand Associates-CWP Operational Asst](#)

- B. [ID#24-8704](#) Review and act on the Contract extension with United Liquid Waste for bio-solids hauling for the City's Clean Water Plant.

Sponsors: Public Works

Attachments: [24-8704-BPW_Agenda Cvr-2024 Sludge Hauling.pdf](#)

- C. [ID#24-8755](#) Review and act on the Change Order No. 5 with C.D. Smith for the Return Flow Pump Station and Advanced Phosphorus Treatment with Facility Enhancements for Clean Water Plant.

Sponsors: Public Works

Attachments: [24-8755-BPW_Agenda Cover Sheet -CD Smith CO#5_V1.pdf](#)
[24-8755-1-CCO5 Jacobs Cover Letter_V1.pdf](#)
[24-8755-2-Contract Change Order 5.pdf](#)

- D. [ID#24-8757](#) Review and act on Contract Amendment No. 1 with Ayres Associates for Construction Site Representation for Municipal Construction Projects-2023-2024.

Sponsors: Public Works

Attachments: [24-8757-BPW_Agenda Cvr-Amend 1-Ayres-Municipal Construction Services.pdf](#)
[24-8757-City of Waukesha Construction Services 2023-2024- Ayres Amendment to Agreement 01.15.2024Final.pdf](#)

- E. [ID#24-8758](#) Review and act on Contract Amendment No. 1 with R. A. Smith, Inc. for Construction Site Representation for Municipal Construction Projects-2023-2024.

Sponsors: Public Works

Attachments: [24-8758-BPW_Agenda Cvr-Amend 1-raSmith-Municipal Construction Services.pdf](#)
[24-8758-raSmith_Rates 2024 General BRK.pdf](#)

End of Consent Agenda

6. New Business

- A. [ID#24-8829](#) Claim for tire and wheel damage - Talia Monsivais

Attachments: [Cover Sheet and Claim](#)

A motion was made by Ald. Moltzan, seconded by Ald. Manion, to approve the disallowance of claim for tire and wheel damage - Talia Monsivais. The motion carried by the following vote:

Aye: 12 - Joe Pieper, Peter Bartels, Daniel Manion, Dean D. Lemke, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Frank McElderry, Mike Chrisien, Mike Anderson, Alicia Halvensleben and Paul Wuteska

Absent: 3 - Cassandra Rodriguez, Eric E. Payne and Cory C. Payne

Reports

7. Other Boards and Commissions

- A. Transit Commission Report - Alex Damien
- B. Water Utility Commission - Ald. Bartels
- C. Information Technology Board Report - Ald. Manion
- D. Landmarks Commission Report - Ald. Rodriguez
- E. Redevelopment Authority Report - Ald. R. Lemke
- F. Parks, Recreation & Forestry Board Report - Ald. Wells

- G. Library Board Report - Ald. Halvensleben
- H. Cemetery Commission Report - Ald. C. Payne
- I. Waukesha Housing Authority Report - Ald. Pieper
- J. Community Development Block Grant Committee Report - Jennifer Andrews
- K. Public Art Committee Report - Ald. Moltzan
- 8. Plan Commission - Jennifer Andrews
- 9. Standing Committees
 - A. Finance Committee Report - Ald. Pieper
 - B. Building & Grounds Committee Report - Ald. E. Payne
 - C. Ordinance & License Committee Report - Ald. R. Lemke

A. [ID#24-8831](#) Invited Bartender Applications

Attachments: [Invited Bartender 01-22](#)

A motion was made by Ald. Halvensleben, seconded by Ald. Wuteska, to approve the Invited Bartender Application for Shawn Benevides. The motion carried by the following vote:

Aye: 7 - Joe Pieper, Daniel Manion, Dean D. Lemke, Jack Wells, Mike Anderson, Alicia Halvensleben and Paul Wuteska

Nay: 5 - Peter Bartels, Elizabeth Moltzan, Rick R. Lemke, Frank McElderry and Mike Chrisien

Absent: 3 - Cassandra Rodriguez, Eric E. Payne and Cory C. Payne

A motion was made by Ald. R. Lemke, seconded by Ald. D. Lemke, to approve Invited Bartender Application for Ray Maioriano. The motion carried by the following vote:

Aye: 12 - Joe Pieper, Peter Bartels, Daniel Manion, Dean D. Lemke, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Frank McElderry, Mike Chrisien, Mike Anderson, Alicia Halvensleben and Paul Wuteska

Absent: 3 - Cassandra Rodriguez, Eric E. Payne and Cory C. Payne

B. [ID#24-8552](#) Review and act on repealing 11.02 of the municipal code.

Attachments: [Ordinance 11.02 - Repeal - O&L Draft](#)

This is the 2nd reading

C. [ID#24-8553](#) Review and act on revisions to 13.01 of the municipal code.

Attachments: [Memo-13.01 Amendments](#)
[Ordinance 13.01 - O&L Revision](#)

This is the 2nd reading

D. Human Resources Committee Report - Ald. Rodriguez

10. Board of Public Works Report - Alex Damien

A. [ID#23-8506](#) Review and act on Amendments to City Codes 13.055 and 13.056.

Sponsors: Public Works

Attachments: [23-8506_BPW Agenda Cvr-City Codes 13-055 and 13-056.pdf](#)
[1\) Memo - 2023 Revisions to 13.055 and 13.056.pdf](#)
[4\) 13.055 2023 Redline Revisions.pdf](#)
[13.055 2023 Revision - 12-15-23](#)
[13.056 2023 Revision - 12-13-23](#)

Ordinance #s 2024-3 & 2024-4

A motion was made by Ald. Pieper, seconded by Ald. Manion, to approve Amendments to City Codes 13.055 and 13.056. The motion carried by the following vote:

Aye: 12 - Joe Pieper, Peter Bartels, Daniel Manion, Dean D. Lemke, Jack Wells, Elizabeth Moltzan, Rick R. Lemke, Frank McElderry, Mike Chrisien, Mike Anderson, Alicia Halvensleben and Paul Wuteska

Absent: 3 - Cassandra Rodriguez, Eric E. Payne and Cory C. Payne

11. Director of Public Works Report

12. City Attorney’s Report

13. City Administrator’s Report

A. [ID#24-8960](#) City Administrator's Report

Attachments: [Admin Report February 2 2024](#)

14. Mayor’s Report & Referrals

A. [ID#24-8953](#) 2024 Proclamation for National Engineers Week

Attachments: [Engineers Week 2024 Proclamation](#)

15. Referrals

No referrals.

16. Adjournment

The meeting adjourned at 6:39pm.

Shawn Reilly, Mayor
City of Waukesha

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).