



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Final

Attend in person  
or watch live at  
<https://waukesha.legistar.com/Calendar.aspx>

## Board of Public Works

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Thursday, July 20, 2023

5:30 PM

Council Chambers, City Hall

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### 1. Call to Order

**Present** 4 - Steve Kassens, Chad O'Donnell, Kevin Reilly, and Joe Pieper

**Absent** 1 - Eric E. Payne

### 2. Public Comment

*No public comment.*

### 3. Approval of Minutes

A. [ID#23-7219](#) Approve the Minutes of July 6, 2023.

**Sponsors:** Public Works

**Attachments:** [BPW Meeting Minutes 7-06-23-Final.pdf](#)

**A motion was made by Member Steve Kassens, seconded by Vice Chair Kevin Reilly, that the Minutes of July 6, 2023, be approved. The motion carried by the following vote:**

**Aye:** 4 - Steve Kassens, Chad O'Donnell, Kevin Reilly and Joe Pieper

**Absent:** 1 - Eric E. Payne

### 4. Approval of Payments

A. [ID#23-7221](#) Approval of Payments

**Sponsors:** Public Works

**Attachments:** [Payments 7-20-23.pdf](#)

**A motion was made by Member Steve Kassens, seconded by Ald. Joe Pieper, that the Payments be approved. The motion carried by the following vote:**

**Aye:** 4 - Steve Kassens, Chad O'Donnell, Kevin Reilly and Joe Pieper

**Absent:** 1 - Eric E. Payne

### 5. RESOLUTIONS

A. [ID#23-7224](#) Demolition and Asbestos Abatement of 315 N. West Ave.

**Sponsors:** Public Works

**Attachments:** [2023-28 - Demolition and Asbestos Abatement of 315 N West Ave.pdf](#)

*Director Damien presented this item. Chief Steve Howard was available for questions. The resolution directs staff to prepare plans and specifications for the demolition and asbestos abatement of 315 N. West Ave.*

*This building was evacuated in January 2022 and a raze order was issued. The enforcement has gone through the proper legal channels and now it's time to start the demolition process as this is a public safety concern. Finance has will review the final bids for demolition and asbestos abatement and determine the exact funding.*

**A motion was made by Member Steve Kassens, seconded by Ald. Joe Pieper, that the Board of Public Works Resolution to direct and authorize staff to prepare plans and specifications and to advertise for bids for the Demolition and Asbestos Abatement of 315 N. West Ave. item be recommended for approval. The motion carried by the following vote:**

**Aye:** 4 - Steve Kassens, Chad O'Donnell, Kevin Reilly and Joe Pieper

**Absent:** 1 - Eric E. Payne

## 6. Bids Received:

- A.** [ID#23-7222](#) Bids Received: Friday, July 14, 2023, at 11:00 A.M.  
Railroad Quiet Zone and ADA Sidewalk Improvements

The Board of Public Works recommends that the low bid from State Contractors, Inc., in the amount of \$250,323.70, be awarded.

**Sponsors:** Public Works

**Attachments:** [Railroad Quiet Zone and ADA Sidewalk Improvements BPW.pdf](#)

**A motion was made by Member Steve Kassens, seconded by Ald. Joe Pieper, that the low bid from State Contractors, Inc., for the Railroad Quiet Zone and ADA Sidewalk Improvements project be recommended for approval. The motion carried by the following vote:**

**Aye:** 4 - Steve Kassens, Chad O'Donnell, Kevin Reilly and Joe Pieper

**Absent:** 1 - Eric E. Payne

## 7. Discussion and Recommendation to Council Regarding:

- A.** [ID#23-7306](#) Approve Storm Water Management Practice Maintenance Agreement between the City of Waukesha and Continental 665 Fund LLC aka Springs at Meadowbrook for property located north of Summit Avenue, Fire Station No. 5, and Oliver Sports Complex, east of Meadowbrook Road, west of Maple Way Lane, and south of Tallgrass Subdivision.

**Sponsors:** Public Works

**Attachments:** [23-7306 BPW Agenda Cvr-Springs at Meadowbrook SW Agreement.pdf](#)  
[Springs at Meadowbrook SW Agreement.pdf](#)

A motion was made by Ald. Joe Pieper, seconded by Vice Chair Kevin Reilly, that the Storm Water Management Practice Maintenance Agreement between the City of Waukesha and Continental 665 Fund LLC aka Springs at Meadowbrook for property located north of Summit Avenue, Fire Station No. 5, and Oliver Sports Complex, east of Meadowbrook Road, west of Maple Way Lane, and south of Tallgrass Subdivision be recommended for Council Consent. The motion carried by the following vote:

**Aye:** 4 - Steve Kassens, Chad O'Donnell, Kevin Reilly and Joe Pieper

**Absent:** 1 - Eric E. Payne

## 8. Matter of Report

*Director Damien mentioned he will be interviewing for City Engineer vacancy on Monday, July 24, 2023.*

## 9. Communications and Referrals:

- A. [ID#23-7223](#) Official Notice: Bids to Close on Friday, July 28, 2023, at 11:00 A.M. Downtown Fiber Installation for Wayfinder Signs

**Sponsors:** Public Works

**Attachments:** [Official Notice\\_Downtown Fiber Installation for Wayfinder Signs.pdf](#)

## 10. 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.