



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Final

### Board of Public Works

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Thursday, January 5, 2023

5:30 PM

Council Chambers, City Hall

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#### 1. Call to Order

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

**Absent** 1 - Eric E. Payne

#### 2. Pledge of Allegiance

#### 3. Public Comment

*No public comments.*

#### 4. Approval of Minutes

##### A. [ID#23-5496](#) Approve Minutes of December 22, 2022.

**Sponsors:** Public Works

**Attachments:** [BPW Meeting Minutes 12-22-22-Final.pdf](#)

**A motion was made by Vice Chair Steve Kassens, seconded by Member Kevin Reilly, that the Minutes of December 22, 2022, be approved. The motion carried by the following vote:**

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

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

#### 5. Approval of Payments

##### A. [ID#23-5497](#) Approval of Payments

**Sponsors:** Public Works

**Attachments:** [Payments 1-5-23.pdf](#)

**A motion was made by Vice Chair 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, Joe Pieper and Kevin Reilly

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

## 6. RESOLUTIONS

- A. [ID#23-5502](#) Resolution Declaring Official Intent to Reimburse Expenditures for Wastewater Collection System Improvements for the South Side Pump Station Consolidation Project.

**Sponsors:** Public Works

**Attachments:** [23-5502 Resolution CWFL 2023.pdf](#)

**A motion was made by Vice Chair Steve Kassens, seconded by Member Kevin Reilly, that the Resolution Declaring Official Intent to Reimburse Expenditures for Wastewater Collection System Improvements for the South Side Pump Station Consolidation Project be recommended for approval. The motion carried by the following vote:**

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

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

## 7. Discussion and Recommendation to Council Regarding:

- A. [ID#22-5471](#) Review and act on the Consultant for Construction Management for the South Side Pump Station Consolidation Project

**Sponsors:** Public Works

**Attachments:** [22-5471-BPW Agenda Cvr-Consultant Services SSPS.pdf](#)

**This item was held.**

- B. [ID#23-5498](#) Review and act on Change Order No. 3 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:** [23-5498 BPW Agenda Cvr-CD Smith CO3.pdf](#)  
[23-5498 CCO3 CD Smith-Return Flow Cover Letter28Dec22.pdf](#)  
[CWP Constr Change Order 03 27Dec22.pdf](#)

*Jeff Harenda, Clean Water Plant Manager, presented this item.*

**A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Change Order No. 3 with C.D. Smith for the Return Flow Pump Station and Advanced Phosphorus Treatment with Facility Enhancements for the Clean Water Plant be recommended for Council Consent. The motion carried by the following vote:**

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

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

- C. [ID#23-5499](#) Review and act on a Consultant Contract for the 2023-2024 Professional Archaeological Services for Municipal Construction Projects.

**Sponsors:** Public Works

**Attachments:** [23-5499 BPW Agenda Cover Sheet-2023-2024 Archaeological Review.pdf](#)  
[Consultant Contract Archaeological Services-2023-2024.pdf](#)

*Ald. Pieper commented that he understands the archaeological services is a requirement by the DNR to fund projects but he stated this is the largest waste of money for projects. He stated that the City is over 100 years old has already been dug up multiple times. He has been in touch with the State and legislature to correct this requirement.*

**A motion was made by Vice Chair Steve Kassens, seconded by Member Kevin Reilly, that the Consultant Contract for the 2023-2024 Professional Archaeological Services for Municipal Construction Projects be recommended for Council Consent. The motion carried by the following vote:**

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

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

- D. [ID#23-5500](#) Review and act on the Consultant Contracts for Construction Representation/Inspection Services for 2023-2024 Municipal Construction Projects.

**Sponsors:** Public Works

**Attachments:** [23-5500 BPW Agenda Cvr-2023-2024 Muni Construction Review Services.pdf](#)  
[\\_Consultan Contract-DAAR-Construction Site Representation for Municipal Construction 2023-2024.pdf](#)  
[\\_Consultant Contract-Ayres-Construction Site Representation for Municipal Construction 2023-2024.pdf](#)  
[Consultant Contract RA Smith-Municipal Construction Services.pdf](#)

**A motion was made by Vice Chair Steve Kassens, seconded by Member Kevin Reilly, that the Consultant Contracts for Construction Representation/Inspection Services for 2023-2024 Municipal Construction Projects be recommended for Council Consent. The motion carried by the following vote:**

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

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

- E. [ID#23-5501](#) Review and act on the Consultant Contracts for the 2023-2024 Construction Site Representation for Private Development Construction Projects.

**Sponsors:** Public Works

**Attachments:** [23-5501 BPW Agenda Cover Sheet-2023-2024 Private Const Review.pdf](#)  
[Consultant Contract-Ayres Associates-Construction Site Rep-Private Development 2023-2024](#)  
[Consultant Contract-DAAR Engineering-Construction Site Rep-Private Development 2023-2024](#)  
[Consultant Contract-raSmith-Construction Site Rep-Private Development-2023-2024](#)

**A motion was made by Vice Chair Steve Kassens, seconded by Member Kevin Reilly, that the Consultant Contracts for the 2023-2024 Construction Site Representation for Private Development Construction Projects be recommended for Council Consent. The motion carried by the following vote:**

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

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

## 8. Matter of Report

*Interim Director Damien informed the Board of the Clean Water Plant pipe break that occurred on Christmas Eve. He thanked the Plant staff for coming in and responding so quickly. The emergency contractor stopped the overflow and worked on a plan to repair the leak very quickly.*

## 9. Communications and Referrals:

- A. [ID#23-5503](#) Official Notice: Bids to Close on Friday, January 13, 2023, at 11:00 a.m. West Broadway and East Avenue Street, Utility, and Traffic Signal Improvements

**Sponsors:** Public Works

**Attachments:** [3 Official Notice West Broadway and East Avenue.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.