



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Board of Public Works

Thursday, March 23, 2023

5:30 PM

Council Chambers, City Hall

1. Call to Order

Present 4 - Steve Kassens, Eric E. Payne, Joe Pieper, and Kevin Reilly

Absent 1 - Chad O'Donnell

2. Pledge of Allegiance

3. Public Comment

No public comments.

8. Discussion and Recommendation to Council Regarding:

Item taken out of order

B. [ID#23-6313](#) Review and act on the SRF Consulting Contract for Professional Services for Waukesha Quiet Zone Diagnostic and Analysis Project.

Sponsors: Public Works

Attachments: [23-6313_BPW Agenda Cover-Contract for Quiet Zone Railroad Design.pdf](#)

Katie Jelacic, P.E. presented this item. Reaffirmation of the quiet zone. Has funds in 2023 budget but CDBG money became available for the safety upgrades at Grand Ave. (where fatalities were pedestrians). Hire SRF to get planning going knowing the City will have to make changes. Carroll University agreed to put up a fence and is very proactive.

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the SRF Consulting Contract for Professional Services for Waukesha Quiet Zone Diagnostic and Analysis Project be recommended for Council Consent. The motion carried by the following vote:

Aye: 4 - Steve Kassens, Eric E. Payne, Joe Pieper and Kevin Reilly

Absent: 1 - Chad O'Donnell

Returned to the Agenda Order.

4. Approval of Minutes

A. [ID#23-6309](#) Approve Minutes of March 9, 2023.

Sponsors: Public Works

Attachments: [BPW Meeting Minutes 3-9-23-Final.pdf](#)

A motion was made by Member Kevin Reilly, seconded by Ald. Eric Payne, that the Minutes of March 9, 2023, be approved. The motion carried by the following vote:

Aye: 4 - Steve Kassens, Eric E. Payne, Joe Pieper and Kevin Reilly

Absent: 1 - Chad O'Donnell

5. Approval of Payments**A.** [ID#23-6310](#) Approval of Payments

Sponsors: Public Works

Attachments: [Payments 3-23-23.pdf](#)

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

Aye: 4 - Steve Kassens, Eric E. Payne, Joe Pieper and Kevin Reilly

Absent: 1 - Chad O'Donnell

6. RESOLUTIONS**A.** [ID#23-6324](#) Resolution for DNR Urban Nonpoint Source and Storm Water Management Grant Updates to City's Storm Water BMP Maintenance Program, IDDE Program, and BMP and Storm Sewer Outfall Mapping.

Sponsors: Public Works

Attachments: [2023 DNR Governmental Responsibility Resolution - Urban nonpoint source stormwater grant.pdf](#)

Jonathan Schapekahn, P.E., presented this item.

A motion was made by Ald. Joe Pieper, seconded by Ald. Eric Payne, that the Resolution for DNR Urban Nonpoint Source and Storm Water Management Grant Updates to City's Storm Water BMP Maintenance Program, IDDE Program, and BMP and Storm Sewer Outfall Mapping be recommended for approval. The motion carried by the following vote:

Aye: 4 - Steve Kassens, Eric E. Payne, Joe Pieper and Kevin Reilly

Absent: 1 - Chad O'Donnell

7. Bids Received:**A.** [ID#23-6311](#) Bids Received: Friday, March 17, 2023

Concrete Pavement Patching and Concrete Sawing - City Wide

The Board of Public Works recommends that the low bid from Wandel Contractors in the amount of \$323,030.00, be awarded.

Sponsors: Public Works

Attachments: [Bid_2023_Concrete_Street_Patching.pdf](#)

A motion was made by Member Kevin Reilly, seconded by Ald. Eric Payne, that the low bid from Wandel Contractors for the 2023 Concrete Pavement Patching and Concrete Sawing - City Wide project be recommended for approval. The motion carried by the following vote:

Aye: 4 - Steve Kassens, Eric E. Payne, Joe Pieper and Kevin Reilly

Absent: 1 - Chad O'Donnell

8. Discussion and Recommendation to Council Regarding:

- A.** [ID#23-6312](#) Review and act on Contract Change Order No. 2 with C.W. Purpero, Inc., for the 2022 Area 5 & Area 7 Flood Mitigation project.

Sponsors: Public Works

Attachments: [23-6312_BPW_Agenda_Cover_Sheet_CO_#2_Area_5_7_Flood_Mitigation.pdf](#)
[23-6312-CO2-Purpero-Area 5 and 7 Flood Mitigation.pdf](#)

Cali Bonie, Project Manager, presented this item. Goal of Area 7 project was to increase storm water conveyance which was done by increasing the size of the culverts and ditches. To complete this project, a lot of thick overgrown trees needed to be removed. Pond was constructed in 1995 and has accumulated a great deal of sediment and structures are silted in. In it's current condition the pond is not functional. Maintenance is necessary and the pond sits on a portion of city-owned land and there is room to expand the size of the pond which would greatly increase the water quality. DNR has begun the process of determining discharge limits for total suspended solids and phosphorus. The proposed design includes removing sediment from the pond and increasing the size.

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Contract Change Order No. 2 with C.W. Purpero, Inc., for the 2022 Area 5 & Area 7 Flood Mitigation project be recommended for Council Consent. to the City Council The motion carried by the following vote:

Aye: 4 - Steve Kassens, Eric E. Payne, Joe Pieper and Kevin Reilly

Absent: 1 - Chad O'Donnell

- C.** [ID#23-6314](#) Review and act on the Agreement with Strongbox Document Destruction for 2023 Paper Shredding Events.

Sponsors: Public Works

Attachments: [23-6314_2023 Paper Shredding Events.pdf](#)
[2023 Contract - Shredding Events.pdf](#)

Dustin Nolan, Solid Waste and Recycling Manager, presented this item. The City would like to pilot hosting two, two-hour, paper shredding events in 2023 for a fee at the Drop Off Center. The cost would be \$5/visit for up to 3 bankers boxes per visit with the intention that the event would be budget neutral. If these are successful, perhaps in 2024 the City would increase it to three two-hour events.

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Agreement with Strongbox Document Destruction for 2023 Paper Shredding Events be recommended for Council Consent. Council The motion carried by the following vote:

- D.** [ID#23-6315](#) Review and act on the Developer's Agreement between City of Waukesha and Tallgrass Villas LLC for the Tallgrass Condominium Subdivision development for property located south of Northview Road, west of Tallgrass Circle, and east of Patrick Lane.

Sponsors: Public Works

Attachments: [23-6315_BPW_Agenda Cover Sheet -Tallgrass Villas Development.pdf](#)
[TallGrass Condos DPW Development Aqmt Bielinski 03.20.23 V3.pdf](#)

A motion was made by Ald. Eric Payne, seconded by Member Kevin Reilly, that the Developer's Agreement between City of Waukesha and Tallgrass Villas LLC for the Tallgrass Condominium Subdivision development for property located south of Northview Road, west of Tallgrass Circle, and east of Patrick Lane be recommended for Council Consent. The motion carried by the following vote:

Aye: 4 - Steve Kassens, Eric E. Payne, Joe Pieper and Kevin Reilly

Absent: 1 - Chad O'Donnell

9. Matter of Report

- A.** [ID#23-6322](#) City Solid Waste Coordinator Update:
 1) Solid Waste Contract and City Ordinance #13.055 update
 2) Drop Off Center Food Waste Composting Service

Sponsors: Public Works

Dustin Nolan, Solid Waste and Recycling Manager, reported on the residential curb side waste collection. The contract with Waste Management expires in March 2025 and the City is already looking at the steps of handling the end of the contract and going out for proposals. There are other contractors in the area that would like to make a proposal. There are a lot of moving parts or perhaps the City wants the option to extend the current contract. That's coming so we want to be ready for 2025 to make sure we have trucks and carts to service Waukesha. Hand in hand with that is the City Ord. #13.055. That is the garbage and recycling service ordinance/city code. Last updated in 2015 when the City went to the automated pick-up and single stream recycling. There are now several opportunities to improve it and make it align with what we want as a city and what makes sense for a contract. Those things will be coming in the future.

Second one is the food waste composting service and expanding the composting operation to service residents. City pays for waste collection by the pound. Food waste is heavy and adding to the invoice every month. There are some communities in the metro-Milwaukee area where residents can have their food waste collected for composting or residents could go to a central location to have their waste composted for a fee. An example, the Drop Off Center collected pumpkins last fall that were are composted. Maybe get some of the same clientele that would want to compost their food waste. The food pantry on Sentry Drive has a0 company come and compost their waste. This would be an on-going collection available at the Drop Off Center. Ald. Payne asked how to manage the smell. Dustin Nolan stated if it's managed well it wouldn't get out of control. You could mix in the waste with the leaves which could neutralize the compost. However, we would need a permit to compost food if we met a certain threshold. This could be looked at as a pilot program to see about the smell. Member Reilly asked about the household composting versus the Drop Off Center. Mr. Nolan would encourage home composting and would be a better program but this would be a first step for food composting. Member Reilly concerned about people bringing their food waste to the Drop Off Center versus a neighborhood composting sight. Mr. Nolan loves the idea of promoting more composting.

10. Communications and Referrals:

- A. [ID#23-6323](#) Official Notice: Bid to Close on Friday, March 31, 2023, at 11:00 a.m.
- 1) 2023 Sanitary Pump Station Upgrades-Bluemound W. Pump Station and Silvernail Pump Station
 - 2) 2023 Barstow Plaza Railing Replacement
 - 3) Frame Park Lighting and Electrical Upgrades

Sponsors: Public Works

Attachments: [Official Notice_2023_Barstow Plaza Railing Replacement.pdf](#)
[Official Notice_Frame Park Lighting and Electrical Upgrades.pdf](#)
[Official Notice_Sanitary Pump Stations-Silvernail and Bluemound.pdf](#)

11. 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.