



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes

City Council

*Mayor Shawn Reilly, Dist. 1 - Ald. Terry Thieme
Dist. 2 - Ald. Eric Payne, Dist. 3 - Ald. Chris Hernandez
Dist. 4 - Ald. Joe Pieper, Dist. 5 - Ald. Peter Bartels
Dist. 6 - Ald. Adam Jankowski, Dist. 7 - Ald. Daniel Manion
Dist. 8 - Vance Skinner, Dist. 9 - Kathleen Cummings
Dist. 10 - Ald. Steve Johnson, Dist. 11 - Ald. Erik Helgestad
Dist. 12 - Ald. Aaron Perry, Dist. 13 - Ald. Andy Reiland
Dist. 14 - Ald. Joan Francoeur, Dist. 15 - Ald. Cory Payne*

Tuesday, March 15, 2016

6:30 PM

Council Chambers, City Hall
Use lower level glass door.

1. Roll Call

Council President Andy Reiland presided over the meeting in the Mayor's absence.

Present: 15 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

2. Pledge of Allegiance

A. [ID#16-196](#) Third Graders from Rose Glen Elementary Present Art to the City

Sponsors: Public Art Committee

Attachments: [Public Art UnveilingII](#)

3. Announcement of closed session pursuant to Wis. Stats. 19.85(1)(c), discuss the evaluation, 2016 goals and salary for the City Administrator.

An announcement was made of the closed session at the end of the meeting.

4. Public Art Committee

5. Public Comment

Lisa Salb spoke asking the Council to approve the sale contract, conservation easement, and deed for sale of the Blair house. Joe Glatzel, 517 Dunbar Avenue, spoke against raising fees for street closings.

6. Approval of Minutes

A. [ID#16-406](#) Minutes for March 1, 2016

Sponsors: Clerk/Treasurer

Attachments: [ccmn160301draft](#)

A. ID#16-406 Minutes for March 1, 2016

Aye: 14 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, C. Payne, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

7. Approval of final form of ordinances passed at previous meeting**A. [ID#16-435](#) 33.01 Beekeeping**

Attachments: [Ordinance 33.01 - Beekeeping](#)

A motion was made by Ald. Johnson, seconded by Ald. Hernandez, that the final form of Ordinance 33.01 Beekeeping be approved. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

Nay: 1 - C. Payne

B. [ID#16-436](#) 11.01(4) - Switchblades

Attachments: [Ordinance 11.01\(4\) - Switchblades](#)

A motion was made by Ald. Johnson, seconded by Ald. Helgestad, that the final form of Ordinance 11.01(4) - Switchblades be approved. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, C. Payne, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

Consent Agenda

Ald. Pieper removed Finance Committee Item #16-402 and Board of Public Works Item #16-409 from Consent. The remaining Consent Agenda items passed by unanimous consent.

1. Other Boards and Commissions**A. [ID#16-206](#) Approval of Title VI Plan and Supporting Resolution**

Attachments: [Agenda Cover Sheet -Title VI](#)
[Title VI Program 2016-final](#)
[resolution Title Vi program 2016-2018](#)

2. Plan Commission Report - Maria Pandazi**A. [PC15 -0256](#) Mainstream Bar & Grille, 400-402 W. Main Street - Certified Survey Map**

Attachments: [pc160224 - Fire Dept. Comments - NO COMMENTS](#)
[SKMBT_36316010920530](#)
[pcom160224 - Water Utility Dept. Comments - NO COMMENTS](#)
[Mainstream Bar & Grille Cover Sheet](#)
[160224 - Engineering Dept. Comments](#)

B. [PC16 -0007](#) Steven. C. Koch, Saylesville Road - Extra-Territorial Certified Survey Map

Attachments: [SKM_C454e16020112060](#)
[pcom160309 - Fire Dept. Comments - No Comment](#)
[Steven C. Koch CSM Cover Sheet](#)
[pcom160309 - Water Utility Dept. Comments](#)
[pc160309 - Eng. Dept. Comments - No Comments](#)

C. [PC16 -0016](#) Waukesha Memorial Hospital, 725 American Avenue - Certified Survey Map

Attachments: [S7332 CSM 2016](#)
[pcom160309 - Water Utility Dept. Comments](#)
[Waukesha Memorial CSM Cover Sheet](#)
[pc160309 - Eng. Dept. Comments](#)

3. Standing Committees

A. Finance Committee - Ald. Pieper

1. [ID#16-402](#) Review and act on a request to authorize a Reimbursement Resolution allowing the City to Declare its official intent to reimburse expenditures of up to \$5,500,000 for the water system improvements on segments AW and AA of the Les Paul Parkway.

Sponsors: Water Utility

Attachments: [Cover Sheet-Les Paul Reimbursement Resolution](#)
[Les Paul Reimbursement Resolution](#)

This item was removed from the Consent Agenda by Ald. Pieper and handed under the Finance Committee Report.

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

1. [ID#16-326](#) Approve installation of an All Way stop at the intersection of Dopp Street & Fariview Avenue.

Sponsors: Public Works

Attachments: [B&G Resolution RTC for the 03-15-2016 CC Meeting CONSENT AGENDA](#)
[Item 16-326 Admin Review All Way Stop at Dopp & Fairview to CC](#)

2. [ID#16-329](#) Modify the existing No Parking zone on the west side of N. Grandview Blvd. in front of Lowell School to be the following:
No Parking 8:30 am to 4:00 pm, Except Buses on the west side of N. Grandview Blvd. from 50 feet north to 75 feet south of Pilgrim Circle.

Sponsors: Public Works and Police Department

Attachments: [B&G Resolution RTC for the 03-15-2016 CC Meeting CONSENT AGENDA](#)
[Item 16-329 Admin Review Parking Time Modifications on N. Grandview CC](#)

Referral was made by Public Works, Parking Agents and the School District. Recently, Lowell School has changed the dismissal time to be slightly later. On the west side of N. Grandview Blvd., in front of Lowell School, space is designated during a period of the day for busses to park. The old time was from 8:30 am to 3:30 pm. The newer time has dismissal near 3:50 pm and, when busses arrive to park at 3:40, the stalls are taken up with parents. In order to provide space for the busses, the time needs to be extended to 4:00 pm. Staff recommends approval of this item.

C. Board of Public Works - Dr. Fred Abadi

- A. [ID#16-365](#) Approve the Right of Way Plat and Relocation Order for the N. Grandview Blvd. & Northview Road intersection improvement, WisDOT Project No. 2718-03-01

Attachments: [16-365 Agenda Cover Sheet - Approve Right of Way Platt and Relocation Order](#)
[ID 2718-03-01 Grandview Northview Right of Way Plat Signed 3-1-16](#)
[LPA1708 Relocation Order](#)

- B. [ID#16-397](#) Approve Resolution to prepare plans & specs and to advertise for bids for the construction of:
a. Fox River Trail Reconstruct
b. 2016 Asphalt Resurfacing
c. Madison St. Structure Replacement
d. Big Bend Rd Paving

Sponsors: Public Works

- C. [ID#16-408](#) Approve Consultant Services for Right-of-Way Aquisition for the N. Grandview Blvd. & Northview Rd. Intersection Improvements.

Sponsors: Public Works

Attachments: [ID 2718-03-01 Grandview Northview Real Estate Quotes Recieved](#)

- D. [ID#16-409](#) Approve Storm Water Management Practice Maintenance Agreement with Lockard Waukesha Holdings, LLC

Sponsors: Public Works

Attachments: [Agenda Cover Sheet - Form Kmart SW](#)
[Stormwater Agreement BER Rev 2-8-16 \(3\)](#)

This item was removed from the Consent Agenda by Ald. Pieper and it was handled under the Board of Public Works report.

End of Consent Agenda

8. New Business

- A. [ID#16-202](#) Request that the Common Council consider adopting a Council Rule allowing a Common Council President, while presiding over a Common Council meeting in a Mayor's absence, to be allowed to participate in discussion and vote on items in that meeting's agenda. (Common Council Rule 1.16: No motion to amend any Council Rule shall be made unless notice of the motion is given at the previous regular meeting.)

Sponsors: Perry

The City Attorney said this particular rule not allowable with limitations of the state statutes for someone presiding over the meeting to leave the chair, add comments, and then return to the chair while the matter is still under discussion.

This item will be taken under further consideration with the review of Council Rules at the second Council meeting in April after the Spring Election.

- B. [ID#16-432](#) Approve sale contract, conservation easement, and deed for sale of Blair House.

Sponsors: Attorney's Office

Attachments: [Blair House Contract and Exhibits](#)

A motion was made by Ald. E. Payne, seconded by Ald. C. Payne, that sale contract, conservation easement, and deed for sale of Blair House be approved. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, C. Payne, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

- C. [ID#16-433](#) Appointment - Board of Review - Diane McGeen

Sponsors: Mayor

Attachments: [appointment - letter for council mtgs](#)

A motion was made by Ald. Pieper, seconded by Ald. Skinner, that the

appointment of Diane McGeen to the Board of Review be approved. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, C. Payne, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

D. [ID#16-444](#) Appointment - Plan Commission - R.G. Keller

Attachments: [appointment - letter for council mtgs](#)

A motion was made by Ald. Francoeur, seconded by Ald. Bartels, that the appointment to the Plan Commission - R.G. Keller this be approved. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, C. Payne, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

E. [ID#16-441](#) Accept a donation from the Waukesha Bike Alliance of \$1,500.00 for the purchase of new bike racks in downtown Waukesha.

Attachments: [Waukesha Bike Alliance](#)

A motion was made by Ald. Pieper, seconded by Ald. E. Payne, to approve that the City accept a donation from the Waukesha Bike Alliance of \$1,500.00 for the purchase of new bike racks in downtown Waukesha. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, C. Payne, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

Reports

9. Other Boards and Commissions

A. Transit Commission Report - Dr. Fred Abadi

B. Water Utility Commission - Ald. Thieme

C. Information Technology Board Report - Ald. Jankowski/Ald. Manion

D. Landmarks Commission Report - Ald. Francoeur

E. Redevelopment Authority Report - Jennifer Andrews

F. Parks, Recreation & Forestry Board Report - Ald. Johnson

G. Library Board Report - Ald. Reiland

H. Cemetery Commission Report - Ald. Jankowski

I. Waukesha Housing Authority Report - Ald. Hernandez

J. Community Development Block Grant Committee Report - Jennifer Andrews

K. Public Art Committee Report - Ald. C Payne

10. Plan Commission - Jennifer Andrews

11. Standing Committees

A. Finance Committee Report - Ald. Pieper

1. [ID#16-401](#) Review and act on a request to approve a contract with Savage Solutions for 'Downtown Brand Reveal' in the amount of \$40,800.

Sponsors: Community Development

Attachments: [Cover Sheet - Downtown Brand Reveal Proposal](#)
[Downtown Brand Reveal Contract](#)

A motion was made by Ald. Pieper, seconded by Ald. Skinner, to Approve a contract with Savage Solutions for 'Downtown Brand Reveal' in the amount of \$40,800. The motion carried by the following vote:

Aye: 10 - Pieper, Bartels, Skinner, Perry, Francoeur, Thieme, Johnson, Hernandez, Jankowski and Helgestad

Nay: 4 - Cummings, C. Payne, Manion and E. Payne

3. [ID#16-402](#) Review and act on a request to authorize a Reimbursement Resolution allowing the City to Declare its official intent to reimburse expenditures of up to \$5,500,000 for the water system improvements on segments AW and AA of the Les Paul Parkway.

Sponsors: Water Utility

Attachments: [Cover Sheet-Les Paul Reimbursement Resolution](#)
[Les Paul Reimbursement Resolution](#)

A motion was made by Ald. Pieper, seconded by Ald. Manion to approve for signature a Reimbursement Resolution allowing the City to Declare its official intent to reimburse expenditures of up to \$5,500,000 for the water system improvements on segments AW and AA of the Les Paul Parkway. The motion carried unanimously.

2. [ID#16-405](#) Matter of Report: Update on Health Clinic

Sponsors: City Administrator

Attachments: [Health Clinic report](#)

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

1. [ID#16-327](#) Approve an All Way stop at the intersection of W. Main Street & Gaspar Street with installation at the completion of the W. Main Street

construction project.

Sponsors: Public Works

Attachments: [Item 16-327 Admin Review All Way Stop at W Main St and Gaspar to CC](#)
[W Main & Gaspar Street All Way Stop Evaluation](#)

This item was denied at committee. There was no further action taken by Council.

C. Ordinance & License Committee Report - Ald. Johnson

D. Human Resources Committee Report - Ald. Francoeur

1. [ID#16-073](#) Discussion and possible recommendation as to whether the City Attorney should be an elective or appointive position.

Sponsors: Human Resources

Attachments: [City Attorney Survey - Other Municipalities - Appointed or Elected](#)
[Chapter 2 - City Officials](#)
[City Attorney - Current Job Description](#)
[GovHR - City Attorney - Salary Grade](#)
[City Attorney - Updated Job Description](#)

A motion was made by Ald. Francoeur, seconded by Ald. Thieme, that the Common Council affirm the recommendation of the HR Committee to change the position of City Attorney from Elected to Appointed. The motion carried by the following vote:

Aye: 8 - Pieper, Bartels, Perry, Francoeur, E. Payne, Thieme, Johnson and Hernandez

Nay: 6 - Skinner, Cummings, C. Payne, Manion, Jankowski and Helgestad

2. [ID#16-162](#) Update on Waukesha Employee Health and Wellness Center

Sponsors: City Administrator

Attachments: [Cover Sheet-Waukesha Employee Health and Wellness Center](#)
[Waukesha Healthstat ACT Report Executive Summary December 2015](#)
[ACT - Waukesha - Waukesha City - 12-31-2015](#)
[CBIZ - Waukesha - Patient Survey Report - 12-31-2015](#)

12. Board of Public Works Report - Dr. Fred Abadi

- A. [ID#16-377](#) Bids Received: Tuesday, February 16, 2016 - Waukesha Water Utility
a. Les Paul Parkway Water Main Replacement - Phase 2
The BPW's recommends the Common Council concur with the Waukesha Water Utility Commission on the award to American Sewer Services,

Inc.on their low bid of \$4,586,435.00

Sponsors: Public Works

Attachments: [Les Paul Pkwy Water Main Replacement - Phase 2.pdf](#)

Ald. C. Payne and Ald. Bartels were not present for this vote.

A motion was made by Ald. Pieper, seconded by Ald. E. Payne, to approve the Waukesha Water Utility Les Paul Parkway Water Main Replacement - Phase 2 bid award to American Sewer Services, Inc.on their low bid of \$4,586,435.00. The motion carried by the following vote:

Aye: 12 - Pieper, Skinner, Cummings, Perry, Francoeur, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

Absent: 2 - Bartels and C. Payne

- B.** [ID#16-379](#) Bids Received: Friday, February 26, 2016 at 11:00 am
a. E. Moreland Blvd. Utility and Street Improvements
The BPW's recommends the award to Advance Construction Inc. on their low bid of \$4,907,507.57

Sponsors: Public Works

Ald. C. Payne and Ald. Bartels were not present for this vote.

A motion was made by Ald. E. Payne, seconded by Ald. Pieper, to approve the E. Moreland Blvd. Utility and Street Improvements bid award to Advance Construction Inc. on their low bid of \$4,907,507.57. The motion carried by the following vote:

Aye: 12 - Pieper, Skinner, Cummings, Perry, Francoeur, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

Absent: 2 - Bartels and C. Payne

- B.** [ID#16-380](#) Bids Received: Friday, February 26, 2016 at 11:00 am
b. Asphalt Repairs
The BPW's recommends the award to Parking Lot Maintenance on their low bid of \$123,100.00

Sponsors: Public Works

Ald. C. Payne and Ald. Bartels were not present for this vote.

A motion was made by Ald. Pieper, seconded by Ald. E. Payne, to approve Asphalt Repairs bid award to Parking Lot Maintenance on their low bid of \$123,100.00. The motion carried by the following vote:

Aye: 12 - Pieper, Skinner, Cummings, Perry, Francoeur, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

Absent: 2 - Bartels and C. Payne

- C.** [ID#16-394](#) Bids Received: Friday, February 26, 2016 at 11:00 am
c. Sidewalk Replacement - City Wide

The BPW's recommends the award to RAZA on their low bid of \$307,320.00

Sponsors: Public Works

Ald. C. Payne was not present for this vote.

A motion was made by Ald. E. Payne, seconded by Ald. Pieper, to approve Sidewalk Replacement - City Wide bid award to RAZA on their low bid of \$307,320.00. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

Absent: 1 - C. Payne

- D. [ID#16-395](#) Bids Received: Friday, February 26, 2016 at 11:00 am
b. Concrete Pavement Patching & Concrete Sawing
The BPW's recommends the award to J & A Pohl on their low bid of \$168,550.00

Sponsors: Public Works

Ald. C. Payne was not present for this vote.

A motion was made by Ald. Pieper, seconded by Ald. E. Payne, to approve Concrete Pavement Patching & Concrete Sawing bid award to J & A Pohl on their low bid of \$168,550.00. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

Absent: 1 - C. Payne

- E. [ID#16-409](#) Approve Storm Water Management Practice Maintenance Agreement with Lockard Waukesha Holdings, LLC

Sponsors: Public Works

Attachments: [Agenda Cover Sheet - Form Kmart SW](#)
[Stormwater Agreement BER Rev 2-8-16 \(3\)](#)

Ald. C. Payne was absent from this vote.

A motion was made by Ald. Pieper, seconded by Ald. E. Payne to approve Storm Water Management Practice Maintenance Agreement with Lockard Waukesha Holdings, LLC and ratify the signatures that were executed on the 23rd of February, 2016. The motion carried unanimously.

13. Director of Public Works Report
14. City Attorney's Report
15. City Administrator's Report

16. Mayor's Report & Referrals

- A. [ID#16-312](#) 2016 World Autism Awareness Day & Autism Awareness Month

Attachments: [Autism Proclamation](#)

- B. [ID#16-407](#) Mayor's Schedule/Events 3 15 16

Sponsors: Mayor

Attachments: [SR160311](#)

17. Referrals

Ald. Cummings asking Administration/IT (TV25 & website) - help in the search of stained glass windows for the Blair House. Ald. Helgestad to Building and Grounds that during the Main Street reconstruction that they create two 30 minute parking spaces during the duration of construction at 271 W. Main Street.

18. Closed Session

- A. [ID#16-366](#) A motion will be made pursuant to Wis. Stats. 19.85(1)(c) to go into closed session to discuss the evaluation, 2016 goals and salary for the City Administrator.

Ald. C. Payne was not present for this vote.

A motion was made by Ald. Pieper, seconded by Ald. Perry, pursuant to Wis. Stats. 19.85(1)(c) to go into closed session to discuss the evaluation, 2016 goals and salary for the City Administrator. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

Absent: 1 - C. Payne

- B. [ID#16-367](#) Reconvene in open session pursuant to Wis. Stats. 19.85(2) for possible additional discussion and/or action concerning matters discussed in open session.

A motion was made Ald. Pieper, seconded by Ald. Perry to reconvene in open session pursuant to Wis. Stats. 19.85(2) for possible additional discussion and/or action concerning matters discussed in open session. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

Absent: 1 - C. Payne

Action in Open Session

A motion was made by Ald. Pieper, seconded by Ald. Perry, to approve the salary increase for the City Administrator at .875%. The motion carried by the

following vote:

Aye: 11 - Pieper, Bartels, Skinner, Cummings, Perry, Francoeur, Manion, Thieme, Johnson, Hernandez and Helgestad

Nay: 2 - E. Payne and Jankowski

Absent: 1 - C. Payne

19. Adjournment

Adjourned at 9:40 p.m.

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 Fred Abadi, 48 hours prior to the meeting at 524-3600, FAX 524-3898, or by the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request.