



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Draft

### City Council

*Mayor Shawn Reilly, Dist. 1 - Ald. Terry Thieme  
Dist. 2 - Ald. Eric Payne, Dist. 3 - Ald. Cassandra Rodriguez  
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. Dean Lemke  
Dist. 14 - Ald. Bill Boyle, Dist. 15 - Ald. Cory Payne*

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Tuesday, June 20, 2017

6:30 PM

Council Chambers, City Hall  
Use lower level glass door.

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#### 1. Roll Call

**Present:** 14 - Pieper, Bartels, Skinner, Cummings, Perry, Manion, Thieme, Johnson, Jankowski, Helgestad, Boyle, Rodriguez, Lemke and E. Payne  
**Absent:** 1 - C. Payne

#### 2. Pledge of Allegiance

#### 3. Public Comment

*Page Remmers spoke about the Waukesha Canvas project.*

#### 4. Fire Department- Citizen Award Ceremony

#### 5. Approval of Minutes

[ID#17-0976](#) Minutes from June 6, 2017

**Attachments:** [ccmn170606 draft](#)

**A motion was made by Ald. Johnson, seconded by Ald. Thieme, to approve the Minutes of June 6, 2017. The motion carried by the following vote:**

**Aye:** 14 - Pieper, Bartels, Skinner, Cummings, Perry, Manion, Thieme, Johnson, Jankowski, Helgestad, Boyle, Rodriguez, Lemke and E. Payne

**Absent:** 1 - C. Payne

### Consent Agenda

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

#### 1. Other Boards and Commissions

#### 2. Plan Commission

[PC17-0047](#) Sunset Crossings, 120 E. Sunset Drive - Certified Survey Map

**Attachments:** [20170505093513764](#)  
[Declaration of Covenants Conditions and Restrictions \(Recorded\)](#)  
[Sunset Crossing CSM STAFF REVIEW](#)

[PC17-0053](#) Fleetfoot Development, SE Corner of Fleetfoot Drive & Racine Avenue - Certified Survey Map

**Attachments:** [12036-2404 BASE-20170511 S1thruC5](#)  
[17391\\_CSM-draft-20170515](#)  
[Fleetfoot Development CSM Cover Sheet](#)  
[Fleetfoot CSM STAFF REVIEW](#)

### **3. Standing Committees**

#### **A. Finance Committee - Ald. Pieper**

A. [ID#17-0834](#) Review and act on recommendation to carry over funds in the Enterprise funds as presented.

**Sponsors:** Finance

**Indexes:** Enterprise funds; Carryovers

**Attachments:** [2017 Carryover for Fund 602 -Parking](#)  
[2017 Carryover for Fund 603-Sewer](#)

B. [ID#17-0874](#) Discussion and recommendation to amend the 2017 CIP budget for the Fire portion of the permitting software for \$50,000. Also, requesting authorization for the Mayor to sign the contract with ProPhoenix Corporation once finalized with the City Attorney.

**Attachments:** [ITB Cover Sheet - PhoenixInspections.pdf](#)  
[Chief Howard letter to ITB 5-18-17.pdf](#)  
[Additional Information](#)

C. [ID#17-0907](#) Fiber Maintenance Contract with the School District of Waukesha

**Attachments:** [ITB Cover Sheet - SDW Bid Response.pdf](#)  
[SDW RFP Response \(002\).pdf](#)

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

A. [ID#17-0878](#) Please consider approving a 3 Ton Truck restriction on Genesee Street from Arcadian Avenue to Anoka Avenue.

**Sponsors:** Rodriguez and Public Works

**Attachments:** [B&G Resolution RTC for the 06-20-2017 CC Meeting.pdf](#)  
[Item 17-0878 Admin Review 3 Ton Restruction on Genessee.pdf](#)

*Resolution #29-17*

- B. [ID#17-0879](#) Please consider approving a 3 Ton Truck restriction on Anoka Avenue from N. Greenfield Avenue to Perkins Avenue.

**Sponsors:** Rodriguez and Public Works

**Attachments:** [B&G Resolution RTC for the 06-20-2017 CC Meeting.pdf](#)  
[Item 17-0879 Admin Review 3 Ton Truck restriction on Anoka from N. Greenfield Ave to Perkins.pdf](#)

*Resolution #29-17*

### **C. Ordinance & License Committee - Ald. Johnson**

#### 1. Licenses

[ID#17-0955](#) INVITED Bartender Applications- June 12, 2017

**Attachments:** [Bartenders 2017.06.12](#)

[ID#17-0956](#) Bartender Applications- June 12, 2017

**Attachments:** [Bartenders 2017.06.12](#)

[ID#17-0958](#) Other Applications- June 12, 2017

**Attachments:** [Other Licenses 2017.06.12- Revised](#)

### **D. Human Resources - Ald. Thieme**

### **E. Board of Public Works - Dr. Fred Abadi**

- A. [ID#17-0910](#) Approve contract for professional services for 2017 Road Management with Ayres Associates to provide pavement inspection services for City maintained streets.

**Sponsors:** Public Works

**Attachments:** [Admin Cover Sheet - 2017 Road Management.pdf](#)

- B. [ID#17-0911](#) Review and approve Contract Change Order No. 1 with WIL-Surge Electric, Inc., for the Historical Lighting Upgrades 2017.

**Sponsors:** Public Works

**Attachments:** [\\_Agenda Cover Sheet -CO No 1 - WIL-Surge Electric-Historical Lighting 2017](#)  
[CO No 1-WIL-Surge Electric-remove 4-in concrete](#)

- C. [ID#17-0912](#) Review and approve Contract Change Order No. 1 with MP Systems, Inc. (d/b/a PieperLine), for the Bethesda Park Lighting project.

**Sponsors:** Public Works

**Attachments:** [\\_Agenda Cover Sheet -CO No 1- MP Systems - Bethesda CO No 1-MP Systems-additional work](#)

- D. [ID#17-0913](#) Approve Contract for Professional Services for Standard Construction Specifications-2017.

**Sponsors:** Public Works

**Attachments:** [\\_Agenda Cover Sheet -Cntrct Prof Services Standard Construction Specs 170913 - Std Specs Consultant Selection Memo](#)

- E. [ID#17-0927](#) Review of WDNR Compliance Maintenance Annual Report (CMAR) for the year 2016 and Adoption of Resolution by Common Council.

**Sponsors:** Public Works

**Attachments:** [\\_Agenda Cover Sheet-CWP 2016 CMAR CMAR 2016 report BPW cover letter COMPLIANCE MAINTENANCE ANNUAL REPORT resolution CMAR 2016 presubmit](#)

*Resolution #30-17*

- F. [ID#17-0929](#) Transit Ramp Joint Repair

**Sponsors:** Public Works

**Attachments:** [Resolution Transit Ramp Joint Repair](#)

*Resolution #31-17*

- G. [ID#17-0959](#) W. Sunset Dr. and S. Grand Ave. Intersection Improvements

**Sponsors:** Public Works

**Attachments:** [Resolution W Sunset Dr and S Grand Ave Intersection Improvements](#)

*Resolution #32-17*

**End of Consent Agenda**

## 6. New Business

[ID#17-0978](#) Board and Commission Appointments

**Attachments:** [Letter for Council, June 20, 2017](#)

**A motion was made by Ald. Thieme, seconded by Ald. Perry, to appoint Ed Raether to the Board of Zoning Appeals. The motion carried by the following vote:**

**Aye:** 14 - Pieper, Bartels, Skinner, Cummings, Perry, Manion, Thieme, Johnson, Jankowski, Helgestad, Boyle, Rodriguez, Lemke and E. Payne

**Absent:** 1 - C. Payne

**Reports**

## 7. Other Boards and Commissions

- A. Transit Commission Report - Dr. Fred Abadi
- B. Water Utility Commission - Ald. Thieme
- C. Information Technology Board Report - Ald. Skinner
- D. Landmarks Commission Report - Ald. Boyle
- E. Redevelopment Authority Report - Ald. Skinner
- F. Parks, Recreation & Forestry Board Report - Ald. Johnson
- G. Library Board Report - Ald. Helgestad
- H. Cemetery Commission Report - Ald. Bartels
- I. Waukesha Housing Authority Report - Ald. Rodriguez
- J. Community Development Block Grant Committee Report - Jennifer Andrews

[ID#17-0984](#) Resolution for 2018 CDBG allocations

**Attachments:** [RESOLUTION CDBG 2018](#)

*Resolution #33-17*

**A motion was made by Ald. Helgestad, seconded by Ald. Perry, to approve Resolution for 2018 CDBG allocations. The motion carried by the following vote:**

**Aye:** 14 - Pieper, Bartels, Skinner, Cummings, Perry, Manion, Thieme, Johnson, Jankowski, Helgestad, Boyle, Rodriguez, Lemke and E. Payne

**Absent:** 1 - C. Payne

- K. Public Art Committee Report - Ald. C Payne
- 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. Johnson

[ID#17-0844](#) To discuss and amend Ordinance 2.015 to include language, in the event the Council President and the Human Resources Committee Chairperson are one in the same individual; that the previous Council President shall become part of the three person "Annual Review Committee" of the City Administrator.

**Sponsors:** Cummings

**Attachments:** [2.015 \(2017\) Redline](#)  
[Ordinance 2-015 \(2017\)](#)  
[Cummings Referral](#)

*Ordinance #5-17*

**A motion was made by Ald. Johnson, seconded by Ald. Manion, to approve Ordinance 2.015 to include language, in the event the Council President and the Human Resources Committee Chairperson are one in the same individual; that the previous Council President shall become part of the three person "Annual Review Committee" of the City Administrator. The motion carried by the following vote:**

**Aye:** 14 - Pieper, Bartels, Skinner, Cummings, Perry, Manion, Thieme, Johnson, Jankowski, Helgestad, Boyle, Rodriguez, Lemke and E. Payne

**Absent:** 1 - C. Payne

[ID#17-0964](#) Consider revisions to Municipal Code sec 22.58(2)(j), concerning regulation of fences and the allowance of fences in street yards under certain circumstances, and make recommendation to Common Council.

**Attachments:** [Cover Sheet -](#)  
[Memo with Attachments -](#)

*This item to go back to Plan Commission first.*

[ID#17-1003](#) INVITED Bartender Application - Cyle Kraft

**A motion was made by Ald. Johnson, seconded by Ald. Rodriguez, to approve INVITED Bartender Application - Cyle Krafthat. The motion carried by the following vote:**

**Aye:** 9 - Pieper, Skinner, Cummings, Thieme, Johnson, Jankowski, Helgestad, Rodriguez and E. Payne

**Nay:** 5 - Bartels, Perry, Manion, Boyle and Lemke

**Absent:** 1 - C. Payne

[ID#17-1004](#) INVITED Other Applications- June 20, 2017

**Attachments:** [Other Licenses 2017.06.20](#)

**A motion was made by Ald. Johnson, seconded by Ald. Perry, to approve the INVITED Other Applications- June 20, 2017 List: Eagles Club Extension of Premises application for July 15, 2017 3:00 p.m. to 11:00 p.m. The motion carried by the following vote:**

**Aye:** 14 - Pieper, Bartels, Skinner, Cummings, Perry, Manion, Thieme, Johnson, Jankowski, Helgestad, Boyle, Rodriguez, Lemke and E. Payne

**Absent:** 1 - C. Payne

D. Human Resources Committee Report - Ald. Thieme

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

A. [ID#17-0901](#) Bids Received: Friday, June 2, 2017, at 11:00 A.M.  
Installation of Make-Up Air Unit at Waukesha Metro Transit Facility, 2311 Badger Drive.

The Board of Public Works recommends that the low bid from Hennes Services, Inc., in the amount of \$24,974.00 be awarded.

**Sponsors:** Public Works

**Attachments:** [Make Up Air Unit at Transit](#)

**A motion was made by Ald. E. Payne, seconded by Ald. Pieper, to approve Installation of Make-Up Air Unit at Waukesha Metro Transit Facility, 2311 Badger Drive be awarded to Hennes Services, Inc., on their low bid in the amount of \$24,974.00. The motion carried by the following vote:**

**Aye:** 14 - Pieper, Bartels, Skinner, Cummings, Perry, Manion, Thieme, Johnson, Jankowski, Helgestad, Boyle, Rodriguez, Lemke and E. Payne

**Absent:** 1 - C. Payne

B. [ID#17-0902](#) Bids Received: Friday, June 2, 2017, at 11:00 A.M.  
River Valley Rd. Sanitary Sewer Extension and Fire Station No. 3 Access Rd.

The Board of Public Works recommends that the low bid from Musson Bros, Inc., in the amount of \$467,051.00 be awarded.

**Sponsors:** Public Works

**Attachments:** [River Valley Sanitary Extension and Fire Station 3 Access Rd](#)

**A motion was made by Ald. Pieper, seconded by Ald. E. Payne, to approve the River Valley Rd. Sanitary Sewer Extension and Fire Station No. 3 Access Rd. be awarded to Musson Bros, Inc., on their low bid in the amount of \$467,051.00. The motion carried by the following vote:**

**Aye:** 14 - Pieper, Bartels, Skinner, Cummings, Perry, Manion, Thieme, Johnson, Jankowski, Helgestad, Boyle, Rodriguez, Lemke and E. Payne

**Absent:** 1 - C. Payne

- C. [ID#17-0903](#) Bids Received: Friday, June 2, 2017, at 11:00 A.M.  
Sanitary Sewer Manhole Repair and Replacement-2017

The Board of Public Works recommends that the low bid from Wood Sewer & Excavating, Inc., in the amount of \$174,545.00 be awarded.

**Sponsors:** Public Works

**Attachments:** [Sewer Manhole Repair and Replacement](#)

**A motion was made by Ald. E. Payne, seconded by Ald. Pieper, to approve Sanitary Sewer Manhole Repair and Replacement-2017 be awarded to Wood Sewer & Excavating, Inc., on their low bid in the amount of \$174,545.00. The motion carried by the following vote:**

**Aye:** 14 - Pieper, Bartels, Skinner, Cummings, Perry, Manion, Thieme, Johnson, Jankowski, Helgestad, Boyle, Rodriguez, Lemke and E. Payne

**Absent:** 1 - C. Payne

- D. [ID#17-0904](#) Bids Received: Friday, June 2, 2017, at 11:00 A.M.  
W. Sunset Dr. and S Grand Ave. Intersection Improvements

The Board of Public Works recommends that the low bid from Zenith Tech, Inc., in the amount of \$433,882.05 and the alternate bid in the amount of \$90,400 for a total cost of \$524,282.05 be awarded.

**Sponsors:** Public Works

**Attachments:** [Sunset and Grand Improvements](#)

**A motion was made by Ald. Pieper, seconded by Ald. E. Payne, to approve W. Sunset Dr. and S Grand Ave. Intersection Improvements be awarded to Zenith Tech, Inc., on their low bid in the amount of \$433,882.05 and the alternate bid in the amount of \$90,400 for a total cost of \$524,282.05 be awarded. The motion carried by the following vote:**

**Aye:** 14 - Pieper, Bartels, Skinner, Cummings, Perry, Manion, Thieme, Johnson, Jankowski, Helgestad, Boyle, Rodriguez, Lemke and E. Payne

**Absent:** 1 - C. Payne

11. Director of Public Works Report
12. Director of Community Development Report
13. City Attorney's Report
14. City Administrator's Report

[ID#17-0977](#) Report from the City Administrator

**Attachments:** [Admin Report 6.16.17](#)

15. Mayor's Report & Referrals
16. Referrals

*Ald. Helgestad to Building & Grounds please approve the installation of two way-finding signs for Bethesda Park be installed near the intersections of N. West Ave and near the intersection of W. College Ave and Dunbar Ave, funding of the installation of the said signs will be provided by the Dunbar Oaks Neighborhood Association.*

17. Adjournment

*Adjourned at 7:33 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.