



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

Board of Public Works

Thursday, October 7, 2021

5:30 PM

Council Chambers, City Hall

1. Call to Order

Present 4 - E. Payne, Pieper, Kassens, and Michalowski

Absent 1 - O'Donnell

2. Pledge of Allegiance

3. Public Comment

4. Approval of Minutes

A. [ID#21-2922](#) Approve Minutes of September 23, 2021.

Sponsors: Public Works

Attachments: [BPW Meeting Minutes 9-23-21-Final](#)

A motion was made by Alderman Joe Pieper, seconded by Alderman Eric Payne, that the Minutes of September 23, 2021, be approved. The motion carried by the following vote:

Aye: 4 - E. Payne, Pieper, Kassens and Michalowski

Absent: 1 - O'Donnell

5. Approval of Payments

A. [ID#21-2923](#) Approval of Payments

Sponsors: Public Works

Attachments: [Payments 10-07-2021](#)

A motion was made by Member Steve Kassens, seconded by Alderman Eric Payne, that the Payments be approved. The motion carried by the following vote:

Aye: 4 - E. Payne, Pieper, Kassens and Michalowski

Absent: 1 - O'Donnell

6. RESOLUTIONS

- A. [ID#21-2927](#) Recommend adoption of the RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF UP TO \$60,052,000 SEWER SYSTEM REVENUE BONDS, SERIES 2021E, AND PROVIDING FOR OTHER DETAILS AND COVENANTS WITH RESPECT THERETO for the Clean Water Fund Loan to finance the improvements for the Clean Water Plant Return Flow Pump Station, Pipeline, and Outfall project.

Sponsors: Public Works

Attachments: [21-2927 BPW Agenda Cover Sheet CWFL return flow Bond Resolution 10 07 2021](#)
[Bond Resolution - Series 2021E - CWFL Project 4062-11](#)

A motion was made by Alderman Joe Pieper, seconded by Member Steve Kassens, that the Resolution authorizing the issuance and sale of up to \$60,052,000 Sewer System Revenue Bonds, Series 2021E, and providing for other details and covenants with respect thereto for the Clean Water Fund Loan to finance the improvements for the Clean Water Plant Return Flow Pump Station, Pipeline, and Outfall project be recommended for approval. The motion carried by the following vote:

Aye: 4 - E. Payne, Pieper, Kassens and Michalowski

Absent: 1 - O'Donnell

7. Bids Received:

None

8. Discussion and Recommendation to Council Regarding:

- A. [ID#21-2928](#) Recommend executing the Financial Assistance Agreement (FAA) for the Clean Water Fund Loan to finance the improvements for the Clean Water Plant Return Flow Pump Station, Pipeline, and Outfall project.

Sponsors: Public Works

Attachments: [21-2928 BPW Agenda Cover Sheet CWFL return flow FAA 10 07 2021](#)
[Waukesha 4062-11 FAA](#)

Alex Damien, P.E., Interim Director, and Jeff Harenda, CWP Manager, presented the item. Ald. Pieper emphasized that the City is able to borrow just over \$60 million at 1.64% rate for 30 years which is good for the City.

A motion was made by Alderman Joe Pieper, seconded by Member Steve Kassens, that the Financial Assistance Agreement (FAA) for the Clean Water Fund Loan to finance the improvements for the Clean Water Plant Return Flow Pump Station, Pipeline, and Outfall project be recommended for Council Consent. The motion carried by the following vote:

Aye: 4 - E. Payne, Pieper, Kassens and Michalowski

Absent: 1 - O'Donnell

- B.** [ID#21-2929](#) Review and act on Contract Change Order No. 1 with JSD Professional Services, for the Design and Construction for Artificial Turf Installation Frame Park Baseball Diamond and Mindiola Soccer Field project.

Sponsors: Public Works

Attachments: [21-2929 BPW Agenda Cvr CCO1-JSD Professional Service-Artificial Turf](#)
[21-2929 CCO1-JSD Mindiola Phase II](#)

Katie Jelacic, P.E., presented this item. Melissa Lipska, Parks & Forestry Operations Manager and Ron Grall, Director, Parks, Recreation & Forestry Department, were also present to address questions, specifically, that Phase 2 is in the Athletic Facility CIP in Org #5571.

A motion was made by Alderman Eric Payne, seconded by Member Steve Kassens, that the Contract Change Order No. 1 with JSD Professional Services, for the Design and Construction for Artificial Turf Installation Frame Park Baseball Diamond and Mindiola Soccer Field Phase II project be recommended for Council Consent. The motion carried by the following vote:

Aye: 4 - E. Payne, Pieper, Kassens and Michalowski

Absent: 1 - O'Donnell

- C.** [ID#21-2930](#) Review and act on Contract Change Order No. 9 (Final) with Greenfire Management Services, LLC, for the Waukesha City Hall project.

Sponsors: Public Works

Attachments: [21-2930 BPW Agenda Cvr-CCO9-Greenfire Management-Waukesha City Hall](#)
[21-2930 CCO9-Greenfire-City Hall](#)

Katie Jelacic, P.E., presented this item.

A motion was made by Alderman Joe Pieper, seconded by Member Steve Kassens, that the Contract Change Order No. 9 (Final) with Greenfire Management Services, LLC, for the Waukesha City Hall project be recommended for Council Consent. The motion carried by the following vote:

Aye: 4 - E. Payne, Pieper, Kassens and Michalowski

Absent: 1 - O'Donnell

- D.** [ID#21-2931](#) Review and act on Contract Change Order No. 6 (Final) with Greenfire Management Services, LLC, for the Waukesha City Hall – Transit Portion of the project.

Sponsors: Public Works

Attachments: [21-2931 BPW Agenda Cvr-CCO6 Transit Center-Greenfire Management-Waukesha City Hall](#)
[21-2931 CCO6-Greenfire-Transit Center](#)

Katie Jelacic, P. E., presented this item.

A motion was made by Alderman Joe Pieper, seconded by Alderman Eric Payne, that the Contract Change Order No. 6 (Final) with Greenfire Management Services, LLC, for the Waukesha City Hall - Transit Portion of the project be recommended for Council Consent. The motion carried by the following vote:

Aye: 4 - E. Payne, Pieper, Kassens and Michalowski

Absent: 1 - O'Donnell

- E.** [ID#21-2933](#) Review and act on the transfer of excess land to the Deer Path Homeowners Association.

Sponsors: Public Works

Attachments: [21-2933 BPW Agenda Cvr-Transfer of Excess Land to Deer Path HOA](#)
[21-2933 03 Quit Claim Deed CSM 10163 Outlot 1](#)
[21-2933 01 Location Map](#)
[21-2933 02 Site Map](#)

Chris Langemak, P.E., presented this item.

A motion was made by Alderman Joe Pieper, seconded by Member Steve Kassens, that the transfer of excess land to the Deer Path Homeowners Association item be recommended for approval to the Plan Commission. The motion carried by the following vote:

Aye: 4 - E. Payne, Pieper, Kassens and Michalowski

Absent: 1 - O'Donnell

- F.** [ID#21-2934](#) Approve Sanitary Sewer Easements for the Deer Path Pump Station elimination:
1) Deer Path Homeowners Association CSM 10163 Outlot 1, and
2) Deer Path Homeowners Association CSM 10163 Outlot 2

Sponsors: Public Works

Attachments: [21-2934 BPW Agenda Cvr-Sanitary Sewer Easements CSM 10163 Easement CSM 10163 Outlot 1](#)
[Easement CSM 10163 Outlot 2](#)

Chris Langemak, P.E., presented this item.

A motion was made by Member Steve Kassens, seconded by Alderman Eric Payne, that the Sanitary Sewer Easements for the Deer Path Pump Station elimination: 1) Deer Path Homeowners Association CSM 10163 Outlot 1, and 2) Deer Path Homeowners Association CSM 10163 Outlot 2 be recommended for Council Consent. The motion carried by the following vote:

Aye: 4 - E. Payne, Pieper, Kassens and Michalowski

Absent: 1 - O'Donnell

- G. [ID#21-2935](#) Approve Storm Water Management Practice Maintenance Agreement between City of Waukesha and Prairie Philip, LLC for property located at 2105 Pewaukee Road.

Sponsors: Public Works

Attachments: [21-2935 BPW Agenda Cover-Prairie Philip, LLC SW Agreement SW Agreement](#)

Alex Damien, P.E., Interim Director presented this item.

A motion was made by Alderman Joe Pieper, seconded by Alderman Eric Payne, that the Storm Water Management Practice Maintenance Agreement between City of Waukesha and Prairie Philip, LLC, for property located at 2105 Pewaukee Road be recommended for Council Consent. The motion carried by the following vote:

Aye: 4 - E. Payne, Pieper, Kassens and Michalowski

Absent: 1 - O'Donnell

- H. [ID#21-2936](#) Approve Storm Water Management Practice Maintenance Agreement between City of Waukesha and OSI Environmental for property located at 912 Tesch Ct.

Sponsors: Public Works

Attachments: [21-2936 BPW Agenda Cover-OSI ENV Parking Lot Expansion SW Agreement City Maintenance Agreement - OIS Env 21.09.28](#)

Alex Damien, P.E., Interim Director presented this item.

A motion was made by Member Steve Kassens, seconded by Alderman Eric Payne, that the Storm Water Management Practice Maintenance Agreement between City of Waukesha and OSI Environmental for property located at 912 Tesch Ct. be recommended for Council Consent. The motion carried by the following vote:

Aye: 4 - E. Payne, Pieper, Kassens and Michalowski

Absent: 1 - O'Donnell

- I. [ID#21-2937](#) Approve Storm Water Management Practice Maintenance Agreement between City of Waukesha and Waukesha Iron & Metal for property located at 1407 E Main St.

Sponsors: Public Works

Attachments: [21-2937 BPW Agenda Cover-Waukesha Iron & Metal SW Agreement SW Maintenance Agreement](#)

Alex Damien, P.E., Interim Director presented this item.

A motion was made by Alderman Eric Payne, seconded by Alderman Joe Pieper, that the Storm Water Management Practice Maintenance Agreement between City of Waukesha and Waukesha Iron & Metal for property located at 1407 E Main St. be recommended for Council Consent. The motion carried by the following vote:

Aye: 4 - E. Payne, Pieper, Kassens and Michalowski

Absent: 1 - O'Donnell

- J. [ID#21-2951](#) Review and act on the Storm Sewer Easement from Bruno Holdings LLC to the City of Waukesha for 205 Greenmeadow Dr.

Sponsors: Public Works

Attachments: [21-2951_BPW_Agenda_Cvr-Storm_Sewer_Easement_205_Greenmeadow](#)
[21-2951_Public_Works-Greenmeadow_STORM_SEWER_EASEMENT](#)

Chris Langemak, P.E., presented this item.

A motion was made by Alderman Eric Payne, seconded by Member Steve Kassens, that the Storm Sewer Easement from Bruno Holdings LLC to the City of Waukesha for 205 Greenmeadow Dr. be recommended for Council Consent. The motion carried by the following vote:

Aye: 4 - E. Payne, Pieper, Kassens and Michalowski

Absent: 1 - O'Donnell

9. Discussion and Authorization re:

- A. [ID#21-2940](#) Review and act on the request from the City of Waukesha Parks, Recreation and Forestry Department for a one-time sewer credit for Buchner Pool at 231 Oakland Ave.

Sponsors: Public Works

Attachments: [21-2940_BPW_Agenda_Cvr-231_Oakland_Ave_Buchner_Pool_sewer_Credit](#)
[Buchner Sewer Credit](#)

Alex Damien, P.E., Interim Director presented all of the one-time sewer credit items. Chapter 29 allows for sewer credits for commercial and mainly cooling towers and pools. One-time un-metered credits.

A motion was made by Member Steve Kassens, seconded by Alderman Joe Pieper, that the request from the City of Waukesha Parks, Recreation and Forestry Department for a one-time sewer credit for Buchner Pool at 231 Oakland Ave. be approved. The motion carried by the following vote:

Aye: 4 - E. Payne, Pieper, Kassens and Michalowski

Absent: 1 - O'Donnell

- B. [ID#21-2941](#) Review and act on the request from Daryl Raabe for a one-time sewer

credit for 1229 Mohican Trail.

Sponsors: Public Works

Attachments: [21-2941 BPW Agenda Cvr-1229 Mohican Trail sewer Credit](#)
[1229 Mohican Trail-Daryl Raabe Reg 12-7-20](#)

A motion was made by Alderman Joe Pieper, seconded by Alderman Eric Payne, that the request from Daryl Raabe for a one-time sewer credit for 1229 Mohican Trail be approved. The motion carried by the following vote:

Aye: 4 - E. Payne, Pieper, Kassens and Michalowski

Absent: 1 - O'Donnell

- C. [ID#21-2942](#) Review and act on the request from Steve Schmidbauer for a one-time sewer credit for 1308 Mohican Trail.

Sponsors: Public Works

Attachments: [21-2942 BPW Agenda Cvr-1308 Mohican Trail sewer Credit](#)
[1308 Mohican Trail Response 8-11-20](#)

A motion was made by Alderman Eric Payne, seconded by Alderman Joe Pieper, that the request from Steve Schmidbauer for a one-time sewer credit for 1308 Mohican Trail be approved. The motion carried by the following vote:

Aye: 4 - E. Payne, Pieper, Kassens and Michalowski

Absent: 1 - O'Donnell

- D. [ID#21-2943](#) Review and act on the request from Robert Scharnott for a one-time sewer credit for 1311 Mohican Trail.

Sponsors: Public Works

Attachments: [21-2943 BPW Agenda Cvr-1311 Mohican Trail](#)
[1311 Mohican Trl-Scharnott request](#)

A motion was made by Alderman Joe Pieper, seconded by Alderman Eric Payne, that the request from Robert Scharnott for a one-time sewer credit for 1311 Mohican Trail be approved. The motion carried by the following vote:

Aye: 4 - E. Payne, Pieper, Kassens and Michalowski

Absent: 1 - O'Donnell

- E. [ID#21-2944](#) Review and act on the request from Jeff Thiele for a one-time sewer credit for 3621 Olde Howell Rd.

Sponsors: Public Works

Attachments: [21-2944 BPW Agenda Cvr-3621 Olde Howell Rd sewer Credit](#)
[3621 Olde Howell Rd-Jeff Thiele 10-12-20](#)

A motion was made by Alderman Eric Payne, seconded by Alderman Joe Pieper, that the request from Jeff Thiele for a one-time sewer credit for 3621 Olde Howell Rd. be approved. The motion carried by the following vote:

Aye: 4 - E. Payne, Pieper, Kassens and Michalowski

Absent: 1 - O'Donnell

10. Matter of Report

Report to the Board that there is a change to Chapter 29, the Sewer Ordinance that will go to O&L on 10/11/21. Change is needed to make the reference from quarterly billing to monthly billing. The new rate schedule will come to the next board meeting.

11. Communications and Referrals:

Request to update the Board on Waste Management residential trash and recycling collection. The Board is a tour of the lift station in November, potentially November 5th at 5pm.

12. 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.