



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Board of Public Works

Wednesday, November 20, 2024

5:00 PM

Training Room, City Hall

1. Call to Order

Present 3 - Steve Kassens, Chad O'Donnell, and Kevin Reilly

Absent 2 - Eric E. Payne, and Joe Pieper

2. Pledge of Allegiance

3. Public Comment

No public comments.

4. Approval of Minutes

A. [ID#24-11215](#) Approve Minutes of November 7, 2024.

Sponsors: Public Works

Attachments: [BPW Meeting Minutes 11-07-24-Final.pdf](#)

A motion was made by Member Kevin Reilly, seconded by Vice Chair Chad O'Donnell, that the Minutes of November 7, 2024, be approved. The motion carried by the following vote:

Aye: 3 - Steve Kassens, Chad O'Donnell and Kevin Reilly

Absent: 2 - Eric E. Payne and Joe Pieper

5. Approval of Payments

A. [ID#24-11216](#) Approval of Payments

Sponsors: Public Works

Attachments: [Payments 11-20-24.pdf](#)

A motion was made by Vice Chair Chad O'Donnell, seconded by Chairperson Steve Kassens, that the Payments be approved. The motion carried by the following vote:

Aye: 3 - Steve Kassens, Chad O'Donnell and Kevin Reilly

Absent: 2 - Eric E. Payne and Joe Pieper

6. Bids Received:

- A. [ID#24-11217](#) Bids Received: Friday, November 15, 2024, at 11:00 a.m.
Drop-Off Center Used Oil Collection Improvements

Sponsors: Public Works

Attachments: [Drop Off Center Oil Containment - BT.pdf](#)

A motion was made by Member Kevin Reilly, seconded by Vice Chair Chad O'Donnell, that the bids for the Drop-Off Center Used Oil Collection Improvements be rejected. The motion carried by the following vote:

Aye: 3 - Steve Kassens, Chad O'Donnell and Kevin Reilly

Absent: 2 - Eric E. Payne and Joe Pieper

Ald. Pieper arrived at 5:12 P.M.

- B. [ID#24-11218](#) Bids Received: Friday, November 15, 2024, at 11:00 a.m.
Phosphorus Removal Chemical: Ferric Chloride or Polyaluminum Chloride Alternative

The Board of Public Works recommends that the low bid for ferric chloride at \$3,025.00/dry ton delivered as ferric from Kemira Water Solutions, Inc., for their product PIX-311, and the ferric alternative low bid for ChemTrade Logistics PAC was submitted at \$6,388.89/dry ton delivered of aluminum for their product Hyper+Ion 1997.

Sponsors: Public Works

Attachments: [CWP Chemical Bids Memo 2025.pdf](#)
[Bid_Ferric-Phosphorus CWP 2025 1.1.pdf](#)

Zach Eisner, Clean Water Plant Manager and Daniel Rider, Clean Water Plant Process Control Supervisor, presented this item.

A motion was made by Member Kevin Reilly, seconded by Vice Chair Chad O'Donnell, that the low bid for ferric chloride from Kemira Water Solutions, Inc., for their product PIX-311, and the ferric alternative low bid from Chemtrade Chemicals US LLC for their aluminum product Hyper+ be recommended for approval. The motion carried by the following vote:

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

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

Absent: 1 - Eric E. Payne

Absent: 1 - Eric E. Payne

- C. [ID#24-11219](#) Bids Received: Friday, November 15, 2024, at 11:00 a.m.
Polymer

The Board of Public Works recommends that the low bid from SNF Water Science for their product Clarifloc CE-1795 in the amount of \$1.85/lb delivered, be awarded.

Sponsors: Public Works

Attachments: [CWP Chemical Bids Memo 2025.pdf](#)
[Bid_CWP Polymer 2025.pdf](#)

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the low bid from SNF Water Science for their product Clarifloc CE-1795 be recommended for approval. The motion carried by the following vote:

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

Absent: 1 - Eric E. Payne

7. Discussion and Recommendation to Council Regarding:

- A. [ID#24-11232](#) Review and act on 2025 Drop-Off Center fee adjustments with allowance for further adjustments prior to 2026.

Sponsors: Public Works

Attachments: [24-11232-BPW_Agenda Cvr-2025 Drop Off Center Fee Adjustments.pdf](#)
[2025 DOC Price Adjustment Table 3.pdf](#)

Dustin Nolan, Solid Waste and Recycling Manager, presented this Item.

A motion was made by Ald. Joe Pieper, to approve the item as presented but leave the senior discount age at 62 years. Member Kevin Reilly, seconded the item.

Member Reilly made a second motion to approve the item as presented but remove the senior discount altogether. There was no second, motion failed.

The main motion stands as amended to approve the 2025 Drop-Off Center fee adjustments with allowance for further adjustments prior to 2026 and to leave the senior discount age at 62 years be recommended for approval. The motion carried by the following vote:

Aye: 3 - Steve Kassens, Chad O'Donnell and Joe Pieper

Nay: 1 - Kevin Reilly

Absent: 1 - Eric E. Payne

- B. [ID#24-11233](#) Review and act on alternative cart selection update to the Residential Garbage and Recycling Regulations.

Sponsors: Public Works

Attachments: [24-11233-BPW Agenda Cvr-Residential Garbage and Recycling Regulations Update.pdf](#)
[24-11233-November 2024 Updated Residential Garbage and Recycling Regulations.pdf](#)

Dustin Nolan, Solid Waste and Recycling Manager, presented this item.

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the alternative cart selection update to the Residential Garbage and Recycling Regulations be recommended for Council Consent. The motion carried by the following vote:

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

Absent: 1 - Eric E. Payne

- C. ID#24-10688** Review and act on Contract Amendment No. 1 with Barrientos Design and Consulting, Inc., for the Space Needs Study for the Current City of Waukesha DPW Garage, 300 Sentry Drive.

Sponsors: Public Works

Attachments: [24-10688-DPW Garage Facility Study Ph III Barrientos Final Rev.pdf](#)
[24-10688_BPW_Agenda Cvr-City Garage Space Needs Study Amendment.pdf](#)

This item was held.

- D. [ID#24-11037](#)** Review and act on Contract Amendment No. 1 with Strand Associates for the Storm Sewer & Flood Mitigation Engineering Services - 2023-2024.

Sponsors: Public Works

Attachments: [24-11037-Consultant Contract Amendment 1-Strand-Storm Sewer and Flood Mit 2023-24.pdf](#)
[24-11037-BPW Agenda Cvr-Strand Consultant Services Amendment 1.pdf](#)

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Contract Amendment No. 1 with Strand Associates for the Storm Sewer and Flood Mitigation Engineering Services - 2023-2024 be recommended for Council Consent. The motion carried by the following vote:

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

Absent: 1 - Eric E. Payne

- E. [ID#24-11038](#)** Review and act on Contract Amendment No. 1 with Donohue & Associates for the Storm Sewer & Flood Mitigation Engineering Services - 2023-2024.

Sponsors: Public Works

Attachments: [24-11038-BPW Agenda Cvr-Donohue Consultant Services Amendment 1.pdf](#)
[24-11038-Consultant Contract Amendment 1-Donohue-Storm Sewer and Flood Mit 2023-24.pdf](#)

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Contract Amendment No. 1 with Donohue & Associates for the Storm Sewer and Flood Mitigation Engineering Services - 2023-2024 be recommended for Council Consent. The motion carried by the following vote:

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

Absent: 1 - Eric E. Payne

- F. [ID#24-11220](#) Review and act on the Consultant Contracts for Survey Services for 2025-2026 Municipal Construction Projects.

Sponsors: Public Works

Attachments: [24-11220-BPW_Agenda Cvr-2025-2026 Survey Services.pdf](#)

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Consultant Contracts for Survey Services for 2025-2026 Municipal Construction Projects be recommended for Council Consent. The motion carried by the following vote:

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

Absent: 1 - Eric E. Payne

- G. [ID#24-11221](#) Review and act on the Consultant Contracts for 2025, 2027, and 2029 Road Ratings.

Sponsors: Public Works

Attachments: [24-11221-BPW_Agenda Cvr-2025, 2027, and 2029 Road Ratings.pdf](#)

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Consultant Contracts for 2025, 2027, and 2029 Road Ratings be recommended for Council Consent. The motion carried by the following vote:

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

Absent: 1 - Eric E. Payne

- H. [ID#24-11227](#) Review and act on the Contracts for the 2025-2026 Professional Archaeological Services for Municipal Construction projects.

Sponsors: Public Works

Attachments: [24-11227-BPW_Agenda Cover Sheet-2025-2026 Archaeological Review.pdf](#)

Ald. Pieper went on record to say this is the dumbest thing to spend money on.

A motion was made by Member Kevin Reilly, seconded by Chairperson Steve Kassens, that the Contracts for the 2025-2026 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, Kevin Reilly and Joe Pieper

Absent: 1 - Eric E. Payne

- I. [ID#24-11228](#) Review and act on the Consultant Contract for Environmental Services for 2025-2026 Municipal Construction Projects.

Sponsors: Public Works

Attachments: [24-11228-BPW_Agenda Cvr-2025-2026 Environmental services.pdf](#)

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Consultant Contract for Environmental Services for 2025-2026 Municipal Construction Projects be recommended for Council Consent. The motion carried by the following vote:

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

Absent: 1 - Eric E. Payne

- J. [ID#24-11229](#) Review and act on the Consultant Contracts for Construction Site Representation Services for 2025-2026 Municipal Construction Projects.

Sponsors: Public Works

Attachments: [24-11229-BPW_Agenda Cvr-2025-2026 Muni Construction Review.pdf](#)

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Consultant Contracts for Construction Site Representation Services for 2025-2026 Municipal Construction Projects be recommended for Council Consent. The motion carried by the following vote:

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

Absent: 1 - Eric E. Payne

- K. [ID#24-11230](#) Review and act on the Consultant Contracts for Construction Site Representation Services for 2025-2026 Private Development Construction Projects.

Sponsors: Public Works

Attachments: [24-11230-BPW_Agenda Cvr-2025-2026 Private Development Construction Review.pdf](#)

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Consultant Contracts for Construction Site Representation Services for 2025-2026 Private Development Construction Projects be recommended for Council Consent. The motion carried by the following vote:

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

Absent: 1 - Eric E. Payne

8. Matter of Report

Director Damien gave an update to the Board on leaf pick-up progress. He stated the crews are at mid-point. The leaf totals brought in to date are 1800 loads. The normal for

the season is 3500. We're on task to have approximately half the loads delivered since the change to not schedule dates. The fuel savings alone saved 3700 gallons worth of fuel because of the changes and not having to go back and redo areas. Crews are working hard and their work is greatly appreciated. We are looking at changes in mapping and tools for next year. Overall it has been a positive change. The crews have collected the same amount of leaves with a few less weeks and other savings and the ability to have some staff able to do emergency work such as the sink hole on Lincoln Ave. Ald. Pieper talked to Park Rec group and the feedback split. Ald. Pieper recommended adding more signage in the neighborhoods so residents know when they'll be in the neighborhood.

Director Damien also reported that the Wisconsin Department of Transportation (DOT) has a large project coming to the City of Waukesha in early 2025. The limits are Sunset up to HWY59. The busiest part of the Bypass. The project will have multiple pavement replacements and traffic signals, and intersection changes by Woodman's. People on the route should have been given notice from the DOT.

9. Communications and Referrals:

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. Attend this meeting in person or watch live at <https://waukesha.legistar.com/calendar.aspx> (due to technical circumstances, the live stream may not always be available).