



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Board of Public Works

Thursday, September 7, 2023

5:30 PM

Council Chambers, City Hall

1. Call to Order

Present 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne, and Joe Pieper

2. Pledge of Allegiance

3. Public Comment

No public comments.

4. Approval of Minutes

A. [ID#23-7516](#) Approval of Minutes of August 17, 2023.

Sponsors: Public Works

Attachments: [BPW Meeting Minutes 8-17-23-Draft.pdf](#)

A motion was made by Member Steve Kassens, seconded by Ald. Eric Payne, that the Minutes of August 17, 2023, be approved. The motion carried by the following vote:

Aye: 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne and Joe Pieper

5. Approval of Payments

A. [ID#23-7518](#) Approval of Payments

Sponsors: Public Works

Attachments: [Payments 9-7-23.pdf](#)

A motion was made by Member Steve Kassens, seconded by Vice Chair Kevin Reilly, that the Payments be approved. The motion carried by the following vote:

Aye: 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne and Joe Pieper

6. Discussion and Recommendation to Council Regarding:

A. [ID#23-7520](#) Review and act on the Street Intersection Improvement Contract between the City of Waukesha and the Village of Waukesha for the reconstruction of the traffic signal at the intersection of West Sunset Drive and South Prairie Avenue.

Sponsors: Public Works

Attachments: [23-7520_BPW Agenda Cvr-Construction Agreement for Sunset & Prairie.pdf](#)
[COW_VOW Street Intersection Improvement Contract_Village Signed 8.24.2023.pdf](#)

A motion was made by Ald. Joe Pieper, seconded by Vice Chair Kevin Reilly, that the Street Intersection Improvement Contract between the City of Waukesha and the Village of Waukesha for the reconstruction of the traffic signal at the intersection of West Sunset Drive and South Prairie Avenue be recommended for Council Consent. The motion carried by the following vote:

Aye: 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne and Joe Pieper

- B.** [ID#23-7522](#) Approve the Developer's Agreement between the City of Waukesha and Continental 665 Fund LLC a/k/a Springs at Meadowbrook for property located north of Summit Avenue, Fire Station No. 5, and Oliver Sports Complex, east of Meadowbrook Road, west of Maple Way Lane, and south of Tallgrass Subdivision.

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Attachments: [23-7522_BPW Agenda Cvr-Springs at Meadowbrook.pdf](#)
[PW Development Agreement Springs at Meadowbrook V4 .pdf](#)

Director Damien stated that late today the attorney for Continental requested changes to the Agreement. Since the changes appear minor, staff is recommending approving the Agreement contingent upon City Attorney approval of the changes. If the City Attorney determines there are major changes to the Agreement, then the Agreement would come back to the BPW .

A motion was made by Member Steve Kassens, seconded by Ald. Eric Payne, that the Developer's Agreement between the City of Waukesha and Continental 665 Fund LLC a/k/a Springs at Meadowbrook for property located north of Summit Avenue, Fire Station No. 5, and Oliver Sports Complex, east of Meadowbrook Road, west of Maple Way Lane, and south of Tallgrass Subdivision be recommended for Council Consent. The motion carried by the following vote:

Aye: 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne and Joe Pieper

7. Matter of Report

Director Damien updated the Board on the coordination efforts for training Park Rec Forestry crews to help snow plow this season to make sure our streets are clean and safe.

He also reported that the Return Flow Pump Station is ready to send water back to Lake Michigan as soon as they're ready.

8. Communications and Referrals:

9. 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.