



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

City Council

Thursday, April 7, 2022

6:30 PM

Council Chambers, City Hall

1. Roll Call

Ald. C. Payne arrived at 6:05 pm.

Present: 11 - Pieper, Bartels, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Moltzan, R. Lemke, C. Payne and McElderry

Absent: 2 - Wells and M. Payne

2. Pledge of Allegiance

3. Presentation of the Waukesha South High School Boys Varsity Basketball Team Proclamation

4. Public Comment

No speakers present for Public Comment.

5. Approval of Minutes

A. [ID#22-3848](#) Minutes from March 15, 2022

Attachments: [ccmn220315 draft](#)

A motion was made by Ald. Miller, seconded by Ald. D. Lemke, to approve Minutes from March 15, 2022. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

Absent: 2 - Wells and M. Payne

Consent Agenda

Ald. Pieper removed item ID#22-3815. The remainder of the Consent Agenda passed by unanimous consent.

1. Other Boards and Commissions

A. [ID#22-3820](#) Review and act on (recommendation to Common Council) proposed Memorandum of Understanding by and among Waukesha County, City of Waukesha and WE Energies, regarding the proposed new off road trail connection to the County New Berlin Trail.

Attachments: [Council Cover Sheet - 2022 MOU Waukesha County We Energies New Berlin Connection](#)
[2022 MOU Waukesha County We Energies New Berlin Connection](#)

- B. [ID#22-3821](#) Review and act on (recommendation to Common Council) proposed resolution authorizing application for Wisconsin Department of Transportation - Transportation Alternatives Program (TAP) Grant.

Attachments: [Council Cover Sheet - 2022 Resolution DOT TAP Grant Application Authorization](#)
[2022 Resolution - DOT TAP Grant Application Authorization](#)

Resolution #2022-11

- C. [ID#22-3822](#) Review and act (recommendation to Common Council) on proposed agreement with The Sigma Group, Inc. for development of preliminary site plan and cost estimates associated with the proposed Riverwalk Plaza project (adjacent to the General Capital residential development project).

Attachments: [Council Cover Sheet - Prelim Site Plan Cost Estimates - Riverwalk Plaza](#)
[Concept Plan Design Services-Riverwalk Plaza](#)

2. Plan Commission

- A. [PC22-0214](#) Extra-territorial Certified Survey Map, KHS, USA, Inc. - 880 Bahcall Ct.- Proposed 1-Lot Certified Survey Map covering 12.863 acres in the Town of Brookfield.

Attachments: [880 Bahcall Ct- Extra-Territorial CSM Cover Letter](#)
[CJE2154R2-CSM](#)
[Application for Development Review - City of Waukesha](#)
[Attachment E](#)

3. Standing Committees

A. Finance Committee - Ald. Pieper

- A. [ID#22-3561](#) Review and act to approve the Fire Department's Unpaid Internship Agreement – Firefighter / EMT Intern Program that was drafted by the City Attorney with the input from both Fire and Human Resources Departments

Sponsors: Fire Department

Attachments: [Cover Sheet - Fire Department Internship](#)
[Unpaid Internship Agreement - Final](#)

- B. [ID#22-3799](#) Review and act on a request to approve and authorize the execution by administrative staff of a lease agreement with Andrew Toyota under the

HIDTA grant funded program, in principle, with the final lease terms pending approval by the City Attorney.

Sponsors: Police Department

Attachments: [Cover Sheet - HIDTA Lease](#)
[Buisness Credit Application](#)
[Resolution - Approving PD Vehicle Lease](#)

Resolution #2022-12

- C. [ID#22-3815](#) Review and act on the request to use ARPA funds for the purchase of Mobile Vehicle Barriers to enhance safety for outdoor City festivals and parades.

Attachments: [Cover Sheet - Mobile Vehicle Barrier](#)

Item ID#22-3815 was removed from Consent Agenda by Ald. Pieper and handled under Finance Report.

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

C. Ordinance & License Committee - Ald. Johnson

1. Licenses

- A. [ID#22-3853](#) Bartenders

Attachments: [Bartenders OL 3-28-22](#)

- B. [ID#22-3854](#) Invited Other Applications

Attachments: [Invited Other Applications OL 3-28-22](#)

- C. [ID#22-3855](#) Other Applications

Attachments: [Other Applications OL 3-28-22](#)

D. Human Resources - Ald. Manion

- A. [ID#21-3273](#) Request to review and approve amendments to HR Policy B16 Staffing Resolution.

Attachments: [#21-3273 B16 Staffing Resolution Cover Letter, Policy and Job List](#)

- B. [ID#22-3577](#) Request to review and approve amendments to HR Policy C4 Benefits Election at Retirement.

Attachments: [#22-3577 C4 Benefits Election at Retirement Coverletter and Policy 2-23-22](#)

- C. [ID#22-3578](#) Request to review and approve amendments to HR Policy C7 Employment Benefits.

Attachments: [#22-3578 C7 Employment Benefits Coverletter and Policy 2-23-22](#)

E. Board of Public Works - Alex Damien

- A. [ID#22-3787](#) Review and act on Contract Change Order No. 2 to the Consulting Services Contract with Jacobs Engineering Group, Inc., for the Return Flow Pump Station and Advanced Phosphorus Treatment with Facilities Enhancements project for the Clean Water Plant.

Sponsors: Public Works

Attachments: [22-3787 BPW Agenda Cover Sheet - Jacobs change order 2](#)
[22-3787 C107 - CCO2-Jacobs-Return Flow Pump Station](#)
[22-3787 D3165200 RFPS and Phosphorus Treatment Project Amendment 2 11Mar22](#)

- B. [ID#22-3788](#) Review and act on Contract Change Order No. 1 with Advance Construction, Inc., for the West Side Pump Station Consolidation project.

Sponsors: Public Works

Attachments: [22-3788 BPW Agenda Cvr-CCO1-Advance Construction-West Side Pump Station Consolidation](#)
[22-3788 CCO1 Advance-West Side Pump Station Consolidation](#)

- C. [ID#22-3789](#) Review and act on Developer's Agreement between the City of Waukesha and Woodland Hills Development by Belman, Inc., for the Woodland Hills – Adler Drive Phase for the property located north of Hawthorn Hill Drive and west of White Oak Way.

Sponsors: Public Works

Attachments: [22-3789 BPW Agenda Cvr-Woodland Hills Development Belman-Adler Drive Phase](#)
[Woodland Hills Subdivision - Adler Drive DPW Development Agreement V3](#)

End of Consent Agenda

Reports

6. Other Boards and Commissions

A. Transit Commission Report - Alex Damien

B. Water Utility Commission - Ald. Bartels

- C. Information Technology Board Report - Ald. Manion
 - D. Landmarks Commission Report - Ald. Moltzan
 - E. Redevelopment Authority Report - Ald. R. Lemke
 - F. Parks, Recreation & Forestry Board Report - Ald. Johnson
 - G. Library Board Report - Ald. Miller
 - H. Cemetery Commission Report - Ald. McElderry
 - I. Waukesha Housing Authority Report - Ald. Pieper
 - J. Community Development Block Grant Committee Report - Jennifer Andrews
 - K. Public Art Committee Report - Ald. Moltzan
7. Plan Commission - Jennifer Andrews

- A. [PC22-0232](#) Introduction of resolution to discontinue and vacate a portion of Fairview Ave.

Attachments: [Cover Sheet with Resolution-Vacation of Fairview Ave.pdf](#)

A motion was made by Ald. Moltzan, seconded by Ald. Browne, to introduce a Resolution to discontinue and vacate a portion of Fairview Ave. The motion carried by the following vote:

Aye: 12 - Pieper, Bartels, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Moltzan, Miller, R. Lemke, Browne and McElderry

Nay: 1 - C. Payne

Absent: 2 - Wells and M. Payne

8. Standing Committees

- A. Finance Committee Report - Ald. Pieper

[ID#22-3815](#) Review and act on the request to use ARPA funds for the purchase of Mobile Vehicle Barriers to enhance safety for outdoor City festivals and parades.

Attachments: [Cover Sheet - Mobile Vehicle Barrier](#)

[Original Motion]

A motion was made by Ald. Pieper, seconded by Ald. Johnson, to approve the use ARPA funds for the purchase of Mobile Vehicle Barriers to enhance safety for outdoor City festivals and parades.

[Amendment to Motion]

A motion was made by Ald. C. Payne, seconded by Ald. E. Payne, to approve the use ARPA funds for the purchase of Mobile Vehicle Barriers to enhance safety for outdoor City festivals and parades and to come up with a negotiated price that public events need to lease and or rent seasonally. (Amendment withdrawn)

[Original Motion with Language Change]

A motion was made by Ald. Pieper, seconded by Ald. Johnson, to approve the use of ARPA funds for the purchase of Mobile Vehicle Barriers to enhance safety for outdoor City festivals and parades and to work in conjunction with staff to bring forth a User Agreement to the Finance Committee regarding the use of the barricades for private events. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Moltzan, Miller, R. Lemke, C. Payne, Browne, and McElderry

Absent: 2 - Wells and M. Payne

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

C. Ordinance & License Committee Report - Ald. Johnson

D. Human Resources Committee Report - Ald. Manion

A. [ID#22-3798](#) Request to authorize an organizational study of the Public Works Department to determine if the Clean Water Plant Division should combine with the Waukesha Water Utility.

Attachments: [DPW Study Cover Sheet - Revised](#)
[Consideration of Department of Public Works Organizational Review](#)

[Original Motion]

A motion was made by Ald. Manion, seconded by Ald. Rodriguez, to approve and authorize an organizational study of the Public Works Department to determine if the Clean Water Plant Division should combine with the Waukesha Water Utility. (This motion was not voted on)

[New Motion]

A motion was made by Ald. Pieper, seconded by Ald. E. Payne, to hold this item and ask staff to put item on Board of Public Works to review presentation. The motion carried by the following vote:

Aye: 10 - Pieper, Bartels, D. Lemke, E. Payne, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

Nay: 3 - Manion, Johnson and Rodriguez

Absent: 2 - Wells and M. Payne

9. Board of Public Works Report - Alex Damien

A. [ID#22-3785](#) Bids Received: Friday, March 11, 2022, at 11:00 a.m.

Installation of Poured-In-Place Resilient Surfacing for Horeb Springs and Roberta Park Playgrounds

The Board of Public Works recommends that the low bid from Bluemel's Maintenance Service Inc. in the amount of \$184,315.00, be awarded.

Sponsors: Public Works

Attachments: [Bid-Resilient Surfacing Horeb and Roberta](#)

A motion was made by Ald. E. Payne, seconded by Ald. Browne, to approve Installation of Poured-In-Place Resilient Surfacing for Horeb Springs and Roberta Park Playgrounds. The Board of Public Works recommends that the low bid from Bluemel's Maintenance Service Inc. in the amount of \$184,315.00, be awarded. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

Absent: 2 - Wells and M. Payne

- B.** [ID#22-3786](#) Bids Received: Friday, March 11, 2022, at 11:00 a.m.
Alley #99 (Kilps, Lander, Mandan, Madison) Reconstruction

The Board of Public Works recommends that the low bid from Milwaukee General Construction Co., Inc., in the amount of \$212,976.50, be awarded.

Sponsors: Public Works

Attachments: [Bid-Alley #99](#)

A motion was made by Ald. Browne, seconded by Ald. Miller, to approve Alley #99 (Kilps, Lander, Mandan, Madison) Reconstruction. The Board of Public Works recommends that the low bid from Milwaukee General Construction Co., Inc., in the amount of \$212,976.50, be awarded. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

Absent: 2 - Wells and M. Payne

- C.** [ID#22-3912](#) Review and act on the Developer's Agreement between the City of Waukesha and JPD GC Waukesha, LLC for the Riverfront development for property located at the intersection of Bank Street and Brehm Street.

Sponsors: Public Works

Attachments: [22-3912 BPW Agenda Cvr-Riverfront Development by JPD GC Waukesha, LLC](#)

This item is on hold per Alex Damien.

10. Director of Public Works Report

11. City Attorney's Report

12. City Administrator's Report

- A. [ID#22-3904](#) Report from the City Administrator

Attachments: [Admin Report 4-1-22](#)

13. Mayor's Report & Referrals

- A. [ID#22-3918](#) Proclamation for Sexual Assault Awareness Month

Attachments: [Sexual Assault Awareness Month- 2022 Proclamation](#)

- B. [ID#22-3919](#) Proclamation for Autism Awareness Month

Attachments: [Autism Awareness Month- 2022 Proclamation](#)

- C. [ID#22-3920](#) Proclamation for National Library Week

Attachments: [National Library Week - 2022 Proclamation](#)

- D. [ID#22-3921](#) Proclamation for Public Safety Telecommunicators Week

Attachments: [Public Safety Telecommunicators Week - 2022 Proclamation](#)

- E. [ID#22-3909](#) Board and Committee Appointments

Attachments: [Council Letter 4.7.2022](#)

A motion was made by Ald. Johnson, seconded by Ald. D. Lemke, to approve Steve Kassens to Board of Public Works and Transit Commission, Ed Raether to Board of Zoning Appeals, John Schmitz to Park, Rec & Forestry Board, Joan Francoeur to Plan Commission, R.G. Keller to Plan Commission, Cynthia Deatrick to Public Library Board, and Erik Helgestad to Public Library Board. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Manion, Johnson, Rodriguez, D. Lemke, E. Payne, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

Absent: 2 - Wells and M. Payne

14. Referrals

No referrals made.

15. Adjournment

The meeting Adjourned at 7:46pm.

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 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.