



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes

City Council

*Mayor Shawn Reilly, Dist. 1 - Ald. Terry Thieme
Dist. 2 - Ald. Eric Payne, Dist. 3 - Ald. Chris Hernandez
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. Andy Reiland
Dist. 14 - Ald. Joan Francoeur, Dist. 15 - Ald. Cory Payne*

Tuesday, February 2, 2016

6:30 PM

Council Chambers, City Hall
Use lower level glass door.

2. Pledge of Allegiance

1. Roll Call

Present: 14 - Pieper, Bartels, Cummings, Perry, Francoeur, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

Absent: 1 - Skinner

3. Public Comment

John Holst, 2051 Highland Ave., spoke regarding the Blair property.

4. Approval of Minutes

A. [ID#16-129](#) Minutes for January 19, 2016

Sponsors: Clerk/Treasurer

Attachments: [ccmn160119draft](#)

A motion was made by Ald. Thieme, seconded by Ald. Manion, to approve the minutes of January 19, 2016. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Cummings, Perry, Francoeur, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

Absent: 1 - Skinner

5. Correction of final form of ordinances passed at previous meetings.

Consent Agenda

Other Boards and Commissions Item 1.a ID #16-137 and Finance Committee Item 3. ID 16-095 and 4. ID#16-108 removed from Consent. The remainder of the Consent Agenda passed by unanimous consent.

1. Other Boards and Commissions

- A. [ID#16-137](#) Alderman Thieme update to Council on Water Utility

Attachments: [01 21 2016 Meeting update to Council.pdf](#)

**This item was removed from Consent and Ald. Thieme gave a full report.*

2. Plan Commission Report - Jennifer Andrews

3. Standing Committees

A. Finance Committee - Ald. Pieper

1. [ID#16-083](#) Approve Authorization of a Reimbursement Resolution allowing the City to declare its official intent to reimburse expenditures for water system improvements on Main Street, Clinton to Barstow

Attachments: [Main St. Reimbursement Resolution.pdf](#)

(Resolution R 4-16 adopted)

2. [ID#16-094](#) Review and act on approval of contract with SAFEbuilt Wisconsin, LLC for supplemental building inspection services for 2016 following a final review by the City Attorney's office.

Sponsors: Community Development

Attachments: [Cover Sheet - SAFEbuilt contract](#)
[SAFEbuilt contract](#)

3. [ID#16-095](#) Review and act on a request to authorize the Community Development and Attorney's Office to subordinate mortgages securing City rehabilitation loans when the circumstances warrant, and to execute all required paperwork without further Common Council approval.

Sponsors: Community Development

Attachments: [Cover Sheet- Subordination Approval](#)

**This item removed from Consent and handled under Report.*

4. [ID#16-108](#) Review and act on a request to approve a contract with Deltawrx, LLC. for the completion of the City of Waukesha Public Safety Answering Point (PSAP) Study in the amount of \$67,906.

Sponsors: City Administrator

Attachments: [Cover Sheet - Dispatch Study](#)
[Deltawrx Contract](#)

**This item removed from Consent and handled under Report.*

B. Ordinance & License Committee - Ald. Johnson

1. Licenses

- A. [ID#16-066](#) Bartenders 1 25 16

Sponsors: Clerk/Treasurer

Attachments: [Bartenders 01 25 16](#)

- B. [ID#16-068](#) Other Applications for licenses considered by Ordinance & License Committee on January 25, 2016

Sponsors: Clerk/Treasurer

Attachments: [Other Licenses 1 25 16](#)

C. Board of Public Works - Dr. Fred Abadi

1. [ID#15-3861](#) Approve Storm Water Management Practice Maintenance Agreement between Kwik Trip, Inc and the City of Waukesha

Sponsors: Public Works

Attachments: [Agenda Cover Sheet - Form Kwik Trip Gold Rd](#)
[City Maintenance Agreement - 184 2016 01-18](#)

2. [ID#15-3862](#) Approve Storm Water Management Practice Maintenance Agreement between HSA PrimeCare and the City of Waukesha

Sponsors: Public Works

Attachments: [Agenda Cover Sheet - Form 901 Northview](#)
[Storm Water Maintenance Agreement 901 northview](#)

3. [ID#15-3863](#) Approve Storm Water Management Practice Maintenance Agreement between Metal Era, Inc and the City of Waukesha
- Sponsors:** Public Works
- Attachments:** [Agenda Cover Sheet - Form Metal Era](#)
[City Maintenance AgreementR2 - metal era](#)
4. [ID#16-058](#) Approve Resolution to prepare plans and specifications and to advertise for Bids for the construction of:
- a) 2016 Concrete Street Repairs
 - b) 2016 Asphalt Street Repairs
 - c) 2016 Sidewalk Repairs
 - d) W. Main St. Utility and Street Improvements
 - e) Schuetze Bldg. Window Replacement
 - f) E. Moreland Blvd. Sanitary Sewer Rehabilitation
 - g) E. Sunset Dr. Roadway Widening
- Sponsors:** Public Works
- Resolutions adopted:*
- a - Resolution 5-16*
 - b - Resolution 6-16*
 - c - Resolution 7-16*
 - d - Resolution 8-16*
 - e- Resolution 9-16*
 - f- Resolution 10-16*
 - g- Resolution 11-16*
5. [ID#16-069](#) Approve Contract Amendment with R.A.Smith National for the Madison St. Structure Replacement
- Sponsors:** Public Works
- Attachments:** [Agenda Cover Sheet for Approval of Amendment to RA Smith National for Madison Street Bridge.pdf](#)
6. [ID#16-070](#) Approve contract with GRAEF USA- Inc. for 2016 Construction Inspection Services.
- Sponsors:** Public Works
- Attachments:** [2016 Construction Inspection Services](#)

End of Consent Agenda

6. New Business

A. [ID#16-103](#) Appointment - Board of Public Works/Transit Commission - Rolando De Leon

Sponsors: Mayor

Attachments: [Board of Public Works - Rolando De Leon Resume](#)
[Board of Public Works - Rolando De Leon Questionnaire](#)
[Appointment Letter 2 2 16](#)

A motion was made by Ald. E. Payne, seconded by Ald. Pieper, to approve the appointment of Rolando De Leon to the Board of Public Works. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Cummings, Perry, Francoeur, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

Absent: 1 - Skinner

7. Public Hearing

A. [ID#15-3864](#) Action on Resolution for the Partial Vacation of Dopp Street

Attachments: [S7332 SE CHILLER ROOM SE POS \(1\)](#)
[S7332 St Vac Exhibit EXHIBIT \(1\)](#)
[pc151209 - Eng. Dept. Comments](#)
[S7332_EXHIBIT_rev2](#)
[S7332_LEGAL_DESC](#)
[S7332_PLAT OF SURVEY_rev2](#)
[pc151209 - Water Utility Comments](#)
[pc151209 - Fire Dept. Comments](#)
[Dopp St \(Agenda Map\)](#)
[Dopp Street Vacation](#)
[S7332_EXHIBIT_8x11](#)
[S7332_EXHIBIT_rev4](#)
[S7332_LEGAL_DESC_rev4](#)
[S7332_PLAT OF SURVEY_rev4](#)
[Draft Resolution to vacate a portion of Dopp Street](#)

The Public Hearing was opened for public comment. Hearing none, the Public Hearing was closed.

8. Action on Public Hearing

A. [ID#15-3864](#) Action on Resolution for the Partial Vacation of Dopp Street

Attachments: [S7332 SE CHILLER ROOM SE POS \(1\)](#)
 [S7332 St Vac Exhibit EXHIBIT \(1\)](#)
 [pc151209 - Eng. Dept. Comments](#)
 [S7332_EXHIBIT_rev2](#)
 [S7332_LEGAL_DESC](#)
 [S7332_PLAT OF SURVEY_rev2](#)
 [pc151209 - Water Utility Comments](#)
 [pc151209 - Fire Dept. Comments](#)
 [Dopp St \(Agenda Map\)](#)
 [Dopp Street Vacation](#)
 [S7332_EXHIBIT_8x11](#)
 [S7332_EXHIBIT_rev4](#)
 [S7332_LEGAL_DESC_rev4](#)
 [S7332_PLAT OF SURVEY_rev4](#)
 [Draft Resolution to vacate a portion of Dopp Street](#)

A motion was made by Ald. Francoeur, seconded by Ald. E. Payne, to approve the Adoption of Resolution (R 3-16) for the Partial Vacation of Dopp Street. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Cummings, Perry, Francoeur, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

Absent: 1 - Skinner

Reports

9. Other Boards and Commissions

A. Transit Commission Report - Dr. Fred Abadi

B. Water Utility Commission - Ald. Thieme

C. Information Technology Board Report - Ald. Jankowski/Ald. Manion

D. Landmarks Commission Report - Ald. Francoeur

E. Redevelopment Authority Report - Jennifer Andrews

F. Parks, Recreation & Forestry Board Report - Ald. Johnson

G. Library Board Report - Ald. Reiland

H. Cemetery Commission Report - Ald. Jankowski

I. Waukesha Housing Authority Report - Ald. Hernandez

J. Community Development Block Grant Committee Report - Jennifer Andrews

K. Public Art Committee Report - Ald. C Payne

10. Plan Commission - Jennifer Andrews

A. [ID#16-093](#) Proposed modification to Eales Avenue at the intersection of E. Moreland Boulevard and White Rock Avenue.

Attachments: [Eales Ave CDS Exhibit](#)
[Eales Ave CDS](#)
[Engineering Dept. Comments - No Comments](#)
[Eales - Cover Sheet](#)
[Water Utility Dept. Comments - No Comments](#)

A motion was made by Ald. Thieme, seconded by Ald. Hernandez, to approve scheduling a Public Hearing on the Proposed modification to Eales Avenue at the intersection of E. Moreland Boulevard and White Rock Avenue. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Cummings, Perry, Francoeur, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

Absent: 1 - Skinner

11. Standing Committees

A. Finance Committee Report - Ald. Pieper

[ID#16-095](#) Review and act on a request to authorize the Community Development and Attorney's Office to subordinate mortgages securing City rehabilitation loans when the circumstances warrant, and to execute all required paperwork without further Common Council approval.

Sponsors: Community Development

Attachments: [Cover Sheet- Subordination Approval](#)

Original motion: A motion was made by Ald. Joe Pieper, seconded by Ald. Aaron Perry, to approve the request to authorize the Community Development and Attorney's Office to subordinate mortgages securing City rehabilitation loans when the circumstances warrant, and to execute all required paperwork without further Common Council approval.

A motion was made by Ald. Kathleen Cummings to require reporting to the Finance Committee twice per year. The motion failed for a lack of a second.

The voting on the original motion was as follows: unanimous.

A. Finance Committee Report - Ald. Pieper

[ID#16-108](#) Review and act on a request to approve a contract with Deltawrx, LLC. for the completion of the City of Waukesha Public Safety Answering Point (PSAP) Study in the amount of \$67,906.

Sponsors: City Administrator

Attachments: [Cover Sheet - Dispatch Study](#)
[Deltawrx Contract](#)

A motion was made by Council President Andy Reiland, seconded by Ald. Daniel Manion, to approve a contract with Deltawrx, LLC, for the completion of the City of Waukesha Public Safety Answering Point (PSAP) Study in the amount of \$67,906. The motion carried by unanimous vote.

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

Ald. E. Payne said that the Farmer's Market will be taken up at the next Building & Grounds Committee meeting.

C. Ordinance & License Committee Report - Ald. Johnson

1. [ID#16-119](#) Consider amendments to Mun. Code sec. 3.08, the Cemetery Commission ordinance, and make recommendation to Common Council.

Attachments: [3.08-Draft to OL-Redline](#)
[3.08-Draft to O&L](#)
[O&L Memo](#)
[3.08-Draft to Council](#)

A motion was made by Ald. Johnson, seconded by Ald. Jankowski, to approve amendments to Municipal Code sec. 3.08, the Cemetery Commission ordinance, and make recommendation to Common Council. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Cummings, Perry, Francoeur, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

Absent: 1 - Skinner

D. Human Resources Committee Report - Ald. Francoeur

1. [ID#16-143](#) Review and act on a request to accept the Final Report of the City of Waukesha 2016 Classification and Compensation Study.

Sponsors: Human Resources Committee

Attachments: [HR Committee Agenda 1 20 16](#)
[HR Committee Agenda 1 20 16 - Employee Classification and Compensation Study Report Memo](#)
[HR Committee Agenda 1 20 16 Cover Sheet](#)
[GOV HR Definitions of Director, Manager and Supervisor](#)

A motion was made by Ald. Francoeur, seconded by Ald. Thieme, to approve and accept the Final Report of the City of Waukesha 2016 Classification and Compensation Study. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Cummings, Perry, Francoeur, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

Absent: 1 - Skinner

2. [ID#16-144](#) Review and act on a request to approve the Classification System and Job Descriptions, effective immediately.

Sponsors: Human Resources Committee

Attachments: [HR Committee Agenda 1 20 16](#)

[HR Committee Agenda 1 20 16 - Employee Classification and Compensation Study Report Memo](#)
[HR Committee Agenda 1 20 16 Cover Sheet](#)
[GOV HR Definitions of Director, Manager and Supervisor](#)

A motion was made by Ald. Francoeur, seconded by Ald. Thieme, to approve the Classification System and Job Descriptions, effective immediately. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Cummings, Perry, Francoeur, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

Absent: 1 - Skinner

3. [ID#16-145](#) Review and act on implementing the City of Waukesha compensation model on January 1, 2017.

Sponsors: Human Resources Committee

Attachments: [HR Committee Agenda 1 20 16](#)

[HR Committee Agenda 1 20 16 - Employee Classification and Compensation Study Report Memo](#)
[HR Committee Agenda 1 20 16 Cover Sheet](#)
[GOV HR Definitions of Director, Manager and Supervisor](#)

A motion was made by Ald. Francoeur, seconded by Ald. Thieme, to approve implementing the City of Waukesha compensation model on January 1, 2017. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Cummings, Perry, Francoeur, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

Absent: 1 - Skinner

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

- A. [ID#16-074](#) Bids Received: Friday January 15, 2016 at 11:00 am
a. W. Main Street Utility and Street Improvements
The Board of Public Works recommends that the low bid of \$2,498,614.58 from Advance Construction be approved

Sponsors: Public Works

Attachments: [Bid Tabs FINAL W Main Improvements](#)

A motion was made by Ald. Pieper, seconded by Ald. Perry, to approve W. Main Street Utility and Street Improvements at the low bid of \$2,498,614.58 from Advance Construction. The motion carried by the following vote:

Aye: 14 - Pieper, Bartels, Cummings, Perry, Francoeur, C. Payne, Reiland, Manion, E. Payne, Thieme, Johnson, Hernandez, Jankowski and Helgestad

Absent: 1 - Skinner

13. Director of Public Works Report
14. City Attorney's Report
15. City Administrator's Report

- A. [ID#16-149](#) City Administrator's Report 2 2 16

Sponsors: City Administrator

Attachments: [Admin Report 1.29.2016](#)
[Econ Develop Finance Team Report final](#)
[Econ Develop Strat Structure Team Report final](#)
[WaukeshaCountyEDOSurveyExecSummary](#)
[Business Growth Strategy for Waukesha County 2016-2018 final](#)

16. Mayor's Report & Referrals

- A. [ID#16-136](#) Mayor's Schedule and Events 2 2 16

Attachments: [SR160129](#)

17. Referrals

Ald. Jankowski requested Council Members to update the Open Referrals

18. Adjournment

Adjourned at 8:02 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.