



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Final

### Board of Public Works

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Thursday, September 21, 2023

5:30 PM

Council Chambers, City Hall

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#### 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#23-7693](#) Approval of Minutes of September 7, 2023.

**Sponsors:** Public Works

**Attachments:** [BPW Meeting Minutes 9-07-23-Final.pdf](#)

**A motion was made by Member Steve Kassens, seconded by Vice Chair Kevin Reilly, that the Minutes of September 7, 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#23-7694](#) Approval of Payments

**Sponsors:** Public Works

**Attachments:** [Payments 9-21-23.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#23-7695](#) Review and act on Contract Change Order No. 1 with Primoris Electric, Inc., for the 2023 Asphalt Street Utility Repairs project.

**Attachments:** [23-7695 BPW Agenda Cvr-Primoris Electric-2023 Asphalt Street Utility Repairs.pdf](#)  
[CCO1 Primoris Electric-2023 Asphalt Street Utility Repairs.pdf](#)

*Brandon Schwenn, City Engineer, presented this item.*

**A motion was made by Member Steve Kassens, seconded by Ald. Eric Payne, that the Contract Change Order No. 1 with Primoris Electric, Inc., for the 2023 Asphalt Street Utility Repairs project be approved. 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

### A. [ID#23-7700](#) Drop Off Center Food Waste Composting Pilot Program.

**Sponsors:** Public Works

*Dustin Nolan, Solid Waste and Recycling Manager, reported on the Compost Crusaders company of St. Francis and the intent to run a pilot program for October and November at the Drop Off Center. This would be an opportunity for residents to bring food waste for composting. Running a pilot program such as this would be a good opportunity to gauge the residents interest as the trend right now is sustainability. Mr. Nolan also stated that in the spring of 2025 the garbage contract expires and he wants to see if composting could reduce the City's waste cost. There would be no charge for residents to compost at the Drop Off Center. If it ends up being a huge operation, there may be a charge down the road. Ald. Payne inquired as to who would benefit from the actual composted material? Mr. Nolan responded it would be hauled off site to a farm to compost and they could sell the product. Vice Chair Kevin Reilly stated, as a composter, loves the idea of diverting good compost out of the trash stream and sending it back to the environment. He inquired as to how often would they be picked up as the raccoons in Waukesha know how to open lids. Also, the need to address the problem of loading and hauling. Ideally it would make sense to have community composting sites to bring it to. We're taking away the benefit by using gas to haul to it away to a farm in St. Francis. Parks, Recreation & Forestry Department needs to be involved as they have little parks all over for composting and then let it be free for the neighborhood, as well as include restaurants. Ald. Pieper asked where at the Drop Off Center would these bins go as he is concerned of the smell and animals. He doesn't want the city to mandate composting. He prefers it to stay voluntary. Lastly Mr. Nolan added that the paper shredding day is September 23rd.*

## 8. Communications and Referrals:

### A. [ID#23-7696](#) Official Notice: Bid to Close on Friday, September 29, 2023, at 11:00 a.m. City Garage Sewer Lateral Rehabilitation

**Sponsors:** Public Works

**Attachments:** [3 Official Notice City Garage Sewer Lateral.pdf](#)

## 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.