



# City of Waukesha

Waukesha City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Draft

### Board of Public Works

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Thursday, June 5, 2025

5:30 PM

Council Chambers, City Hall

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#### 1. Call to Order

**Present** 4 - Kevin Reilly, Eric E. Payne, Joe Pieper, and Steve Kassens

**Absent** 1 - Chad O'Donnell

#### 2. Pledge of Allegiance

#### 3. Public Comment

*No public comments.*

#### 4. Approval of Minutes

##### A. [ID#25-00958](#) Approve Minutes of May 22, 2025.

**Sponsors:** Public Works

**Attachments:** [BPW Meeting Minutes 05-22-25-Final](#)

A motion was made by Ald. Eric Payne, seconded by Member Kevin Reilly, that the Minutes of May 22, 2025, be approved. The motion carried by the following vote:

**Aye:** 4 - Kevin Reilly, Eric E. Payne, Joe Pieper and Steve Kassens

**Absent:** 1 - Chad O'Donnell

#### 5. Approval of Payments

##### A. [ID#25-00959](#) Approval of Payments

**Sponsors:** Public Works

**Attachments:** [Payments 6-5-25](#)

A motion was made by Ald. Joe Pieper, seconded by Chairperson Steve Kassens, that the Payments be approved. The motion carried by the following vote:

**Aye:** 4 - Kevin Reilly, Eric E. Payne, Joe Pieper and Steve Kassens

**Absent:** 1 - Chad O'Donnell

#### 6. Bids Received:

- A. [ID#25-00894](#) Bids Received: Friday, May 16, 2025, at 11:00 a.m.  
Les Paul Performance Center Improvements - Rebid

**Sponsors:** Public Works

**Attachments:** [Les Paul Performance Center Improvements - Rebid - BT](#)

*This item is held until the next meeting.*

- B. [ID#25-00965](#) Bids Received: Friday, May 30, 2025, at 11:00 a.m.  
2025 Pavement Crackfilling

The Board of Public Works recommends that the low bid from Thunder Road, LLC, in the amount of \$236,500.00 be awarded.

**Sponsors:** Public Works

**Attachments:** [Pavement Crackfilling-BT](#)

A motion was made by Ald. Eric Payne, seconded by Ald. Joe Pieper, that the low bid from Thunder Road, LLC, for the 2025 Pavement Crackfilling project be recommended for approval. The motion carried by the following vote:

**Aye:** 4 - Kevin Reilly, Eric E. Payne, Joe Pieper and Steve Kassens

**Absent:** 1 - Chad O'Donnell

*Chair recognizes Vice Chair Chad O'Donnell arrived.*

- C. [ID#25-00966](#) Bids Received: Friday, May 30, 2025, at 11:00 a.m.  
Drop-Off Center Used Oil Collection Improvements - Rebid

The Board of Public Works recommends that the low bid from Short Pour Delivery Services, LLC, for the base bid and alternate, in the amount of \$50,180.00 be awarded.

**Sponsors:** Public Works

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

A motion was made by Ald. Eric Payne, seconded by Member Kevin Reilly, that the low bid for the base bid and alternate from Short Pour Delivery Services, LLC, for the Drop-Off Center Used Oil Collection Improvements project be recommended for approval. The motion carried by the following vote:

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

- D. [ID#25-00967](#) Bids Received: Friday, May 30, 2025, at 11:00 a.m.  
2025 Fire Station #2 and #3 Generator 3-Way Transfer Switch

The Board of Public Works recommends that the low bid for the base bid and alternate #1 from Wil-Surge Electric, Inc., in the amount of \$121,758.00 be awarded.

**Sponsors:** Public Works

**Attachments:** [Fire Station #2 and #3 Generator 3-Way Transfer Switch-BT](#)

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the base bid and alternate #1 from Wil-Surge Electric, Inc., for the 2025 Fire Station #2 and #3 Generator 3-Way Transfer Switch project be recommended for approval. The motion carried by the following vote:

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

- E. [ID#25-00968](#) Bids Received: Friday, May 30, 2025, at 11:00 a.m.  
W. Sunset Drive and S. Prairie Avenue Traffic Signal Improvements

The Board of Public Works recommends that the Low bid from Zenith Tech, Inc., in the amount of \$368,001.07 be awarded.

**Sponsors:** Public Works

**Attachments:** [W Sunset Dr and S Prairie Ave Traffic Signal Improvements-BT](#)

A motion was made by Ald. Eric Payne, seconded by Ald. Joe Pieper, that the low bid from Zenith Tech, Inc., for the W. Sunset Dr. and S. Prairie Ave. Traffic Signal Improvements project be recommended for approval. The motion carried by the following vote:

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

## 7. Discussion and Recommendation to Council Regarding:

- A. [ID#25-00960](#) Review and Act on Adoption of a Resolution for the 2024 WDNR Compliance Maintenance Annual Report (CMAR).

**Sponsors:** Public Works

**Attachments:** [BPW - 25-00960 Resolution to Adopt 2024 Compliance Maintenance Annual Report \(CMAR\)](#)

*Zach Eisner, Clean Water Plant Manager, presented this item. The purpose of the report is to review and report on the Compliance Maintenance Annual Report for the Clean Water Plant. This is the 9th year in a row that the Plant scored straight A's in all ten categories.*

A motion was made by Ald. Joe Pieper, seconded by Ald. Eric Payne, that the WDNR Compliance Maintenance Annual Report (CMAR) for the year 2024 and Adoption of Resolution by the Common Council be recommended for Council Consent. The motion carried by the following vote:

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

- B. [ID#25-00961](#) Review and possible action on the Architectural Design Services

Consulting Contract for 2025 and 2026 Community Investment Program (CIP) projects on an as-needed basis.

**Sponsors:** Public Works

**Attachments:** [BPW - 25-00961 BPW Agenda Cvr-Architectural Services](#)

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Architectural Design Services Consulting Contract for 2025 and 2026 Community Investment Program (CIP) projects, on an as-needed basis, be recommended for Council Consent. The motion carried by the following vote:

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

- C. [ID#25-00962](#) Review and possible action on the Public Sanitary Sewer Easement Agreement (Lots 1 and 2) between Continental 665 Fund, LLC, and the City of Waukesha.

**Sponsors:** Public Works

**Attachments:** [BPW - 25-00962 BPW Agenda Cvr-Continental Sanitary Sewer Easement](#)

*City Engineer Brandon Schwenn presented the item.*

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Public Sanitary Sewer Easement Agreement (Lots 1 and 2) between Continental 665 Fund, LLC, and the City of Waukesha be recommended for Council Consent. The motion carried by the following vote:

## 8. Matter of Report

## 9. Communications and Referrals:

- A. [ID#25-00969](#) Official Notices: Bids to Close on Friday, June 13, 2025, at 11:00 a.m.  
Horeb Springs Retaining Wall Improvements  
Library HVAC Improvements

**Sponsors:** Public Works

**Attachments:** [Official Notice 2025 Horeb Springs Aquatic Center Improvements](#)  
[Official Notice 2025 Library HVAC Improvements](#)

*Member Kevin Reilly inquired about the large trash pick ups. He noticed a number of constituents leaving out bulky items and now and those issues are gone. Director Damien stated staff is monitoring that closely and actively looking for spots to educate residents.*

## 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).