



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Final

Attend in person or watch  
live at

<https://waukesha.legistar.com/calendar.aspx>

## Board of Public Works

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Thursday, August 3, 2023

5:30 PM

Council Chambers, City Hall

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### 1. Call to Order

**Present** 3 - Steve Kassens, Eric E. Payne, and Joe Pieper

**Absent** 2 - Chad O'Donnell, and Kevin Reilly

### 2. Pledge of Allegiance

### 3. Public Comment

*No public comments.*

### 4. Approval of Minutes

#### A. [ID#23-7351](#) Approve the Minutes of July 20, 2023.

**Sponsors:** Public Works

**Attachments:** [BPW Meeting Minutes 7-20-23-Final.pdf](#)

**A motion was made by Ald. Eric Payne, seconded by Ald. Joe Pieper, that the Minutes of July 20, 2023, be approved. The motion carried by the following vote:**

**Aye:** 3 - Steve Kassens, Eric E. Payne and Joe Pieper

**Absent:** 2 - Chad O'Donnell and Kevin Reilly

### 5. Approval of Payments

#### A. [ID#23-7352](#) Approval of Payments

**Sponsors:** Public Works

**Attachments:** [Payments 8-3-23.pdf](#)

**A motion was made by Ald. Joe Pieper, seconded by Ald. Eric Payne, that the Payments be approved. The motion carried by the following vote:**

**Aye:** 3 - Steve Kassens, Eric E. Payne and Joe Pieper

**Absent:** 2 - Chad O'Donnell and Kevin Reilly

### 6. Bids Received:

- A. [ID#23-7353](#) Bids Received: Friday, July 28, 2023, at 11:00 A.M.  
Downtown Fiber Installation for Wayfinder Signs

The Board of Public Works recommends that the low bid from TelCom Construction LLC in the amount of \$68,670.58, be awarded.

**Sponsors:** Public Works

**Attachments:** [Downtown Fiber Installation for Wayfinder Signs - BPW.pdf](#)

**A motion was made by Ald. Eric Payne, seconded by Ald. Joe Pieper, that the low bid from TelCom Construction LLC for the Downtown Fiber Installation for Wayfinder Signs project be recommended for approval. The motion carried by the following vote:**

**Aye:** 3 - Steve Kassens, Eric E. Payne and Joe Pieper

**Absent:** 2 - Chad O'Donnell and Kevin Reilly

## 7. Discussion and Recommendation to Council Regarding:

*Chairman O'Donnell arrived.*

- A. [ID#23-7354](#) Review and act on Contract Change Order No. 1 with Wandel Contractors, Inc., for the Concrete Street Utility Repairs project.

**Sponsors:** Public Works

**Attachments:** [23-7354 BPW Agenda Cvr-CO1-Wandel-Concrete Street Utility Repairs.pdf](#)  
[CCO1-Wandel-Concrete Street Utility Repairs.pdf](#)

**A motion was made by Ald. Joe Pieper, seconded by Ald. Eric Payne, that the Contract Change Order No. 1 with Wandel Contractors, Inc., for the Concrete Street Utility Repairs project be approved. The motion carried by the following vote:**

**Aye:** 4 - Steve Kassens, Chad O'Donnell, Eric E. Payne and Joe Pieper

**Absent:** 1 - Kevin Reilly

## 8. Matter of Report

- A. [ID#23-7355](#) Official Notice: Bids to Close of Friday, August 11, 2023, at 11:00 A.M.  
Demolition and Asbestos Abatement of 315 N. West Ave.

**Sponsors:** Public Works

**Attachments:** [Official Notice\\_Demolition of 315 N West Ave.pdf](#)

## 9. Communications and Referrals:

*Director Damien reported that the bids for the demolition and asbestos abatement of 315 N. West Ave. is closing on Friday, August 11th. There is a lot of interest from*

*contractors.*

*He also reported there was a sanitary sewer overflow on Tuesday. Staff was notified by our contractor working on the West Avenue Pump Station. Interim CWP Manager Zach Eisner worked quickly with hiring emergency contractors and City Garage to address the problem. The final repairs were finished on Wednesday.*

*A referral was made at Council back to the Board of Public Works and Waukesha Water Commission to revisit studying the organizations of and cooperation opportunities between the Department of Public Works Clean Water Division and the Waukesha Water Utility. Nothing to report yet.*

*Lastly, welcome to Brandon Schwenn, the new Deputy Director/City Engineer. Congratulations. He will be taking the duties off Alex's plate, as well as attending the Board meeting and some Council meeting.*

## 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.