



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Board of Public Works

Thursday, December 19, 2024

5:30 PM

Council Chambers, City Hall

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 comment.

4. Approval of Minutes

A. [ID#24-11446](#) Approve Minutes of December 5, 2024.

Sponsors: Public Works

Attachments: [BPW Meeting Minutes 12-05-24-Final.pdf](#)

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Minutes of December 5, 2024, 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#24-11448](#) Approval of Payments

Sponsors: Public Works

Attachments: [Payments 12-19-24.pdf](#)

Ald. Pieper requested that Musson Bros. be invited to explain what happened this year on Magnolia at some point in the near future.

A motion was made by Ald. Eric Payne, seconded by Ald. Joe Pieper, 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. RESOLUTIONS

A. [ID#24-11449](#) 2025 CIP Projects (Department of Public Works Program)

Sponsors: Public Works

Attachments: [2025_CIP Public Works Program.pdf](#)

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Resolution for the 2025 CIP Projects be recommended for approval. The motion carried by the following vote:

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

7. Discussion and Recommendation to Council Regarding:

- A.** [ID#24-11450](#) Review and act on Contract Change Order No. 2 with Level Up Construction, Inc., for the Badger Drive Metro Interior Renovations project.

Sponsors: Public Works

Attachments: [24-11450 BPW Agenda Cvr-CCO2-Level Up-Badger Drive Renovation.pdf](#)
[24-11450-CCO2-Level Up Construction-Badger Drive Metro Interior Renovations.pdf](#)

A motion was made by Ald. Joe Pieper, seconded by Ald. Eric Payne, that the Contract Change Order No. 2 with Level Up Construction, Inc., for the Badger Drive Metro Interior Renovations project be recommended for Council Consent. The motion carried by the following vote:

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

8. Matter of Report

Director Damien updated the Board on Public Works staffing. Engineering recently hired the Engineer II-Transportation who will begin in early January. The Engineer II for Facilities began on December 16. Unfortunately, the Traffic Engineer is leaving effective January 9, 2025. The Clean Water Plant had two recent retirements for their Operator positions. The City Garage has four open positions.

Garbage and recycling alternate cart size request post cards have been sent to residents that currently receive service and have carts. To date over 4,500 responses.

9. Communications and Referrals:

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).

