



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Draft

### 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. Bill Boyle, Dist. 15 - Ald. Cory Payne*

---

Tuesday, August 2, 2016

6:30 PM

Council Chambers, City Hall  
Use lower level glass door.

---

#### 1. Roll Call

*Ald. Skinner arrived at 6:50 p.m. at Item 8c and was present for voting after that item.*

**Present:** 12 - Pieper, Bartels, Skinner, Cummings, Perry, C. Payne, Reiland, E. Payne, Johnson, Hernandez, Helgestad and Boyle

**Absent:** 3 - Manion, Thieme and Jankowski

#### 2. Pledge of Allegiance

#### 3. Public Comment

*Ron Waite, 800 Magnolia, spoke against the proposed sex offender ordinance change.*

*Jennifer Wall, 402 N. West Ave., spoke in support of Landmarks Commission legal counsel funding.*

*John Thomas, 134 Douglass Ave., spoke in support of a solar stop sign on the south end of Grandview Blvd.*

*Judy Roller, 1300 Meadow Lark Ln., spoke against the proposed sex offender ordinance change.*

#### 4. Approval of Minutes

##### A. [ID#16-1223](#) Minutes for July 19, 2016

**Sponsors:** Clerk/Treasurer

**Attachments:** [ccmn160719draft](#)

**A motion was made by Ald. Perry, seconded by Ald. Johnson, that the Minutes of July 19, 2016 be approved. The motion carried by the following vote:**

**Aye:** 11 - Pieper, Bartels, Cummings, Perry, C. Payne, Reiland, E. Payne, Johnson, Hernandez, Helgestad and Boyle

**Absent:** 4 - Skinner, Manion, Thieme and Jankowski

## **Consent Agenda**

*Items 16-1206 & 16-1207 were removed from the Consent Agenda and handled under the Finance Committee Report, 10.A. With no other changes, the Consent Agenda passed by unanimous consent.*

### **1. Other Boards and Commissions**

- A. [ID#16-1186](#) Authorize the City Attorney's Office to litigate in order to secure liquidated damages relating to the UWW Cell Lease and to proceed likewise should AT&T take the same position with the Davidson Tower Lease.

**Attachments:** [Cricket - AT&T Memo.pdf](#)

### **2. Plan Commission**

- A. [PC16 -0059](#) La Casa, 423 Arcadian and 816 N. Hartwell - Certified Survey Map

**Attachments:** [S7280 PARCEL 1 CSM 2016](#)

[pcom160727 - Fire Dept. Comments - No Comment](#)

[pc160727 - Engineering Dept. Comments](#)

[pcom072716 - Water Utility Dept. Comments - No Comment](#)

### **3. Standing Committees**

#### **A. Finance Committee - Ald. Pieper**

1. [ID#16-1205](#) Review and act on a request to approve a contract for professional services from Sigma Group to review the construction costs related to the HSA industrial project in TID 25 with any changes required by the City Attorney.

**Sponsors:** Community Development

**Attachments:** [Cover Sheet - Sigma group](#)

[Sigma contract](#)

[Sigma response to RFP](#)

2. [ID#16-1206](#) Review and act on a request to approve the acceptance of a 1934 Pirsch fire engine, formerly owned by the City of Waukesha and donated by the Waukesha Old Car Club, for the purpose of historic preservation. The donation will be accepted in accordance with the agreement drafted by the City Attorney's Office, similar to the previous donation of another fire engine earlier this year.

**Sponsors:** Fire Department

**Attachments:** [Cover Sheet - Fire truck donation](#)  
[Fire Truck donation letter](#)

3. [ID#16-1207](#) Review and act on a request to approve moving \$5,000 of contingency funds to account 1610.52120, Legal Services, to pay for legal representation for the Landmarks Commission.

**Sponsors:** Community Development

**Attachments:** [Cover Sheet - Funds for Landmarks Atty](#)

4. [ID#16-1216](#) Review and act on a request to amend the Fire Department's 2016 budget to allow for a \$3,000 expenditure using donated funds from the Department's EMS Special Revenue Fund.

**Sponsors:** Fire Department

**Attachments:** [Cover sheet - EMT Spec Rev expenditure \\$3,000](#)

## **B. Building & Grounds Committee - Ald. E. Payne**

1. [ID#16-1122](#) Approve a Temporary No Parking zone on the north side of Cook St. from N. Barstow St. to N. East Ave. Temporary zone to remain in effect until December 2017 and then revert back to existing 2 hour parking zone.

**Sponsors:** Public Works and Helgestad

**Attachments:** [B&G Resolution RTC for the 08-02-2016 CC Meeting CONSENT AGENDA.pdf](#)  
[Item 16-1122 Admin Review Temp No Parking on Cook.pdf](#)

*(Resolution 62a-16 adopted)*

## **C. Ordinance & License Committee - Ald. Johnson**

### 1. Licenses

- A. [ID#16-1212](#) Bartender Applications July 25, 2016

**Attachments:** [Bartenders 2016.07.25](#)

- B. [ID#16-1213](#) INVITED Other Applications July 25, 2016

**Attachments:** [Other Licenses July 21 2016](#)

- C. [ID#16-1214](#) Other Applications July 25, 2016

**Attachments:** [Other Licenses July 21 2016](#)

- D. [ID#16-1215](#) INVITED Bartender Applications July 25, 2016

**Attachments:** [Bartenders 2016.07.25](#)

#### **D. Human Resources - Ald. Thieme**

1. [ID#16-1179](#) Review and act on revision to Human Resources Policy B-2 - Recruitment, Application and Selection of Applicants for Employment

**Attachments:** [B2 Recruitment, and Selection of Applicants - DRAFT 6-28-16](#)

#### **E. Board of Public Works - Dr. Fred Abadi**

1. [ID#16-1170](#) Be it resolved that the Board of Public Works be and it hereby is authorized and directed to prepare plans and specifications and to advertise for bids for the construction of:
  - a. Fire Station No. 3 Sanitary Sewer Extension
  - b. Fire Station No. 3
  - c. Railroad Bike Path

**Sponsors:** Public Works

**Attachments:** [Fire Station No. 3 & Railroad Bike Path Resolutions](#)

*(Resolutions 63-16, 64-16 and 65-16 adopted)*

2. [ID#16-1171](#) Approve Contract Change Order #1 with State Contractors, Inc. for Summit Avenue and Delafield Street - Phase 2 Utility and Street Improvements.

**Sponsors:** Public Works

**Attachments:** [Item 16-1171 Agenda Cover Sheet - Contract Change Order 1 State Contractors Summit Ave Delafield St - Phase 2 Utility and Street Improvements](#)  
[Item 16-1171 Contract Change Order 1 State Contractors Summit Ave Delafield St - Phase 2 Utility and Street Improvements](#)  
[Item 16-1171 Attachment A](#)  
[Item 16-1171 Attachment B](#)

3. [ID#16-1172](#) Approve Contract Amendment #1 with Ruekert & Mielke, Inc. for Design Engineering Services for Summit Avenue / Delafield Street

**Sponsors:** Public Works

**Attachments:** [Item 16-1172 Agenda Cover Sheet - Contract Change Order 1 Ruekert and Mielke Design Engineering Services for Summit Ave Delafield St](#)  
[Item 16-1172 Contract Change Order 1 Ruekert and Mielke Design Engineering Services for Summit Ave Delafield St](#)

4. [ID#16-1173](#) Approve Contract Change Order #1 with Wolf Paving Co., Inc. for Resurfacing of Asphalt and Concrete Streets - 2016

**Sponsors:** Public Works

**Attachments:** [Item 16-1173 Agenda Cover Sheet - Contract Change Order 1 Wolf Paving Change Order Resurfacing](#)  
[Item 161173 change order No 1 to Wolf Paving for Resurfacing](#)

### End of Consent Agenda

5. New Business

6. Public Hearing

A. [PC16 -0054](#) La Casa de Esperanza, Concordia Avenue - Street Vacation

**Attachments:** [La Casa Street Vacation Cover Sheet](#)  
[20160708082351283](#)  
[pc160713 - Engineering Dept. Comments](#)  
[pcom160713 - Fire Dept. Comments - No Comment](#)  
[pcom160713 - Water Utility Dept. Comments - No Comment](#)  
[SKM\\_C36816071414150](#)  
[SKM\\_C36816072908560](#)

*The public hearing was opened. After hearing no public comment, the public hearing was closed.*

7. Action on Public Hearing

A. [PC16 -0054](#) La Casa de Esperanza, Concordia Avenue - Street Vacation

**Attachments:** [La Casa Street Vacation Cover Sheet](#)  
[20160708082351283](#)  
[pc160713 - Engineering Dept. Comments](#)  
[pcom160713 - Fire Dept. Comments - No Comment](#)  
[pcom160713 - Water Utility Dept. Comments - No Comment](#)  
[SKM\\_C36816071414150](#)  
[SKM\\_C36816072908560](#)

**A motion was made by Ald. Johnson, seconded by Ald. Hernandez to approve the La Casa de Esperanza, Concordia Avenue - Street Vacation (Resolution 67-16 adopted). The motion carried by the following vote:**

**Aye:** 10 - Bartels, Cummings, Perry, C. Payne, Reiland, E. Payne, Johnson, Hernandez, Helgestad and Boyle

**Absent:** 4 - Skinner, Manion, Thieme and Jankowski

**Abstain:** 1 - Pieper

### Reports

## 8. Other Boards and Commissions

- A. Transit Commission Report - Dr. Fred Abadi
  - B. Water Utility Commission - Ald. Thieme
  - C. Information Technology Board Report - Ald. Skinner
  - D. Landmarks Commission Report - Ald. Boyle
  - E. Redevelopment Authority Report - Ald. Skinner
  - 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
9. Plan Commission - Jennifer Andrews

- A. [PC16 -0040](#) La Casa de Esperanza Charter School, 410 Arcadian Avenue - Certified Survey Map

**Attachments:** [S7280\\_CSM](#)

[pc160713 - Engineering Dept. Comments](#)

[pcom160713 - Fire Dept. Comments - No Comment](#)

[pcom160713 - Water Utility Dept. Comments - No Comment](#)

**A motion was made by Ald. Reiland, seconded by Ald. Perry, to approve the Certified Survey Map for La Casa de Esperanza Charter School, 410 Arcadian Avenue. The motion carried by the following vote:**

**Aye:** 11 - Bartels, Skinner, Cummings, Perry, C. Payne, Reiland, E. Payne, Johnson, Hernandez, Helgestad and Boyle

**Absent:** 3 - Manion, Thieme and Jankowski

**Abstain:** 1 - Pieper

## 10. Standing Committees

- A. Finance Committee Report - Ald. Pieper

[ID#16-1206](#) Review and act on a request to approve the acceptance of a 1934 Pirsch fire engine, formerly owned by the City of Waukesha and donated by the Waukesha Old Car Club, for the purpose of historic preservation. The donation will be accepted in accordance with the agreement drafted by the City Attorney's Office, similar to the previous donation of another fire engine earlier this year.

**Sponsors:** Fire Department

**Attachments:** [Cover Sheet - Fire truck donation](#)  
[Fire Truck donation letter](#)

**A motion was made by Ald. Joe Pieper, seconded by Ald. Erik Helgestad to approve the acceptance of a 1934 Pirsch fire engine, formerly owned by the City of Waukesha and donated by the Waukesha Old Car Club, for the purpose of historic preservation. The donation will be accepted in accordance with the agreement drafted by the City Attorney's Office, similar to the previous donation of another fire engine earlier this year.**

**The motion carried by the following vote:**

[ID#16-1207](#) Review and act on a request to approve moving \$5,000 of contingency funds to account 1610.52120, Legal Services, to pay for legal representation for the Landmarks Commission.

**Sponsors:** Community Development

**Attachments:** [Cover Sheet - Funds for Landmarks Atty](#)

**A motion was made by Ald. Joe Pieper, seconded by Ald. Erik Helgestad, to approve moving \$5,000 of contingency funds to account 1610.52120, Legal Services, to pay for legal representation for the Landmarks Commission. The motion carried by the following vote:**

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

C. Ordinance & License Committee Report - Ald. Johnson

1. [ID#16-1007](#) Discuss possible amendments to Municipal Code sec. 11.41 regarding sex-offender residency restrictions.

**Attachments:** [11.41 v2](#)  
[11.41 OL Draft 7-25 Redline](#)  
[11.41 OL Draft 7-25 Redline \(2\)](#)

**A motion was made by Ald. Johnson, seconded by Ald. Perry, to approve the amendments to Municipal Code Section 11.41 regarding sex-offender residency restrictions. The motion carried by the following vote:**

**Aye:** 12 - Pieper, Bartels, Skinner, Cummings, Perry, C. Payne, Reiland, E. Payne, Johnson, Hernandez, Helgestad and Boyle

**Absent:** 3 - Manion, Thieme and Jankowski

## D. Human Resources Committee Report - Ald. Thieme

1. [ID#16-1204](#) Request of Mayor Reilly and City Administrator Lahner to reclass the Administrative Assistant (Pay Grade 6) to the Assistant to the Mayor/City Administrator (Pay Grade 9).

**Attachments:** [Reclassification of Administrative Assistant to Assistant to the Mayor City Administrator 7.18.2016](#)  
[Administrative Assistant Mayor - City Administrator's Office Revisions](#)  
[Administrative Assistant Mayor - City Administrator's Office](#)

**A motion was made by Ald. Pieper, seconded by Ald. Johnson, to approve the request of Mayor Reilly and City Administrator Lahner to reclass the Administrative Assistant (Pay Grade 6) to the Assistant to the Mayor/City Administrator (Pay Grade 9). The motion carried by the following vote:**

**Aye:** 9 - Pieper, Bartels, Skinner, Perry, Reiland, Johnson, Hernandez, Helgestad and Boyle

**Nay:** 3 - Cummings, C. Payne and E. Payne

**Absent:** 3 - Manion, Thieme and Jankowski

## 11. Board of Public Works Report - Dr. Fred Abadi

- A. [ID#16-1181](#) Resolution for the Petition for the Repair of the Sunset Drive At-Grade Railroad Crossing in the City of Waukesha with the Wisconsin Central/Canadian National Railroad Company(WCL/CN)

**Sponsors:** Public Works

**Attachments:** [Item 16-1181 Agenda Cover Sheet - Form Sunset RR Resolution](#)  
[Item 16-1181 Attachment Resolution No for the WCL CN at Sunset Drive in the City of Waukesha](#)

**A motion was made by Ald. Pieper, seconded by Ald. E. Payne, to approve Resolution 66-16 for the Petition for the Repair of the Sunset Drive At-Grade Railroad Crossing in the City of Waukesha with the Wisconsin Central/Canadian National Railroad Company(WCL/CN). The motion carried by the following vote:**

**Aye:** 12 - Pieper, Bartels, Skinner, Cummings, Perry, C. Payne, Reiland, E. Payne, Johnson, Hernandez, Helgestad and Boyle

**Absent:** 3 - Manion, Thieme and Jankowski

## 12. Director of Public Works Report

## 13. City Attorney's Report

## 14. City Administrator's Report

## 15. Mayor's Report &amp; Referrals



## 16. Referrals

*Ald. Cummings to City Administrator and Human Resource Committee to agendaize and discuss the need for a full-time Human Resource Director for the City of Waukesha, a City which has over 500 employees.*

*Ald. Cummings to Human Resource Committee to consider exploring and meeting with a representative trained in Lean Government Principles to research whether or not the City could move forward with Lean Government.*

*Ald. Eric Payne to Building & Grounds to install a Caution Autistic Child or appropriate signage for 529 Delafield St.*

*Ald. Hernandez to O & L to modify City ordinance regarding individuals currently required to comply with the Wisconsin Sex Offender Registry Program (S.O.R.P.) restricting participation in activities within the community that promote the enticement of children (i.e. Trick or Treat), wear costumes/masks or anything that hides their identity.*

## 17. Adjournment

*Adjourned at 8:31 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.