



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Board of Public Works

Thursday, December 5, 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. Public Comment

No public comments.

3. Approval of Minutes

A. [ID#24-11285](#) Approve Minutes of November 20, 2024.

Sponsors: Public Works

Attachments: [BPW Meeting Minutes 11-20-24-Final.pdf](#)

A motion was made by Ald. Eric Payne, seconded by Ald. Joe Pieper, that the Minutes of November 20, 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

4. Approval of Payments

A. [ID#24-11286](#) Approval of Payments

Sponsors: Public Works

Attachments: [Payments 12-5-24.pdf](#)

A motion was made by Ald. Joe Pieper, seconded by Member 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

5. Discussion and Recommendation to Council Regarding:

A. [ID#24-11289](#) Review and Act on the Proposed Softener Rebate Program Funding.

Sponsors: Public Works

Attachments: [24-11289-0 BPW Agenda Cover-Softener Rebate Program.pdf](#)
[24-11289-1 Memo - Softener Rebate Program Details.pdf](#)
[24-11289-2 Softener Rebate Application Form.pdf](#)
[24-11289-3 CWP Effluent Chloride Chart.pdf](#)

Tim Young, Clean Water Plant Pretreatment Coordinator presented this item.

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Softener Rebate Program Funding 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

- B.** [ID#24-11290](#) Review and act on Contract Change Order No. 1 with Level Up Construction, Inc., for the Badger Drive Metro Interior Renovations – 2311 Badger Drive project.

Sponsors: Public Works

Attachments: [24-11290-BPW Agenda Cvr-CCO1-Level Up-Badger Drive Renovation.pdf](#)
[24-11290-CCO1-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. 1 with Level Up Construction, Inc., for the Badger Drive Metro Interior Renovations - 2311 Badger Drive 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

- C.** [ID#24-11291](#) Review and act on 2025 revised parking fees and fines at the two parking ramps, street parking, and city-owned lots.

Sponsors: Public Works

Attachments: [24-11291-BPW Agenda Cover Sheet - Parking Fees and Fines.pdf](#)
[24-11291-DPW Schedule for Parking Fees and Fines rev.pdf](#)

Deputy Director/City Engineer Brandon Schwenn presented this item. Ald. Payne recommends 3-day lot parking at \$5 be increased to the same as the street parking 3-day pass which is increased to \$6.

A motion was made by Ald. Joe Pieper, seconded by Ald. Eric Payne, that the 2025 Schedule of Parking Fees and Fines at the two parking ramps, street parking, and city-owned lots be recommended for Council Consent with the revision to increase the 3-day lot parking fee from \$5.00 to \$6.00. The motion carried by the following vote:

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

6. Matter of Report

7. Communications and Referrals:

Director Damien updated the Board that the residents now have the opportunity to select the garbage cart size for the new John's Disposal service beginning on Wednesday 12/4. Information is being disbursed on social media and email strings, as well as post card mailing to the households that currently have containers. If you don't choose a cart you will receive the standard sizes as explained in the media outlets. Increasing trash container to largest one is \$15 to the resident. Staff is working with Waste Management to pick up the cans in March 2025.

Reported that leaf pick-up is finished. He stated that the final round of leaves have been completed. Crews worked 5 weeks hard through the City. He will update the Board in January with the total loads and data details of the operation.

8. 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).