



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Agenda - Final

Board of Public Works

Thursday, October 4, 2018

5:30 PM

Council Chambers, City Hall
Use lower level glass door.

1. Call to Order
2. Public Comment
3. Approval of Minutes
 - A. [ID#18-1472](#) Approval of the Minutes of September 20, 2018.
Sponsors: Public Works
Attachments: [BPW Meeting Minutes 9-20-18 - draft.pdf](#)
4. Approval of Bonds
 - A. [ID#18-1473](#) Approval of Bonds
Sponsors: Public Works
5. Approval of Payments
 - A. [ID#18-1474](#) Approval of Payments
Sponsors: Public Works

Attachments: [Summary Table for Partial Payments.pdf](#)
[Advance-4076.Signed.pdf](#)
[Circuit Masters-4046.Signed.pdf](#)
[Dependable-4066.Signed.pdf](#)
[Electro-Glo-4056.Signed.pdf](#)
[LaLonde-4043.Signed.pdf](#)
[Process Equipment-4030.Signed.pdf](#)
[Stadler-4079.Signed.pdf](#)
[Stark-4060.Signed.pdf](#)
[State-4048.Signed.pdf](#)
[State-4050.Signed.pdf](#)
[State-4065.Signed.pdf](#)
[Super Excavators-4061.Signed.pdf](#)
[Super Excavators-4071.Signed.pdf](#)
[Visu-Sewer-4041.Signed.pdf](#)
[Zenith-4074.Signed.pdf](#)
[Zignego-4049.Signed.pdf](#)

6. Discussion and Recommendation to Council Regarding:

- A. [ID#18-1090](#) Review and act on ordering installation of sidewalk at 1631 Arcadian Avenue.

Sponsors: Public Works

Attachments: [18-1090_BPW_Agenda Cover Sheet -Sidewalk 1631 Arcadian.pdf](#)

Legislative History

7/19/18	Board of Public Works	held
8/23/18	Board of Public Works	held
9/6/18	Board of Public Works	held
9/20/18	Board of Public Works	held

- B. [ID#18-1167](#) Review and act on the proposed City of Waukesha Mailbox Repair and Replacement Policy.

Sponsors: Public Works

Attachments: [18-1167_City of Waukesha Mailbox Policy_BPW_Agenda Cover Sheet.pdf](#)
[Proposed Mailbox Policy.pdf](#)
[Ordinance 6.125-Mailboxes.pdf](#)

Legislative History

8/23/18	Board of Public Works	recommended for approval to the Ordinance & License Committee
8/27/18	Ordinance & License Committee	recommended for disapproval to the City Council

Brian Knapp, Streets Supervisor, City Garage appeared before the Committee. They have surveyed area municipalities and there are numerous that have policies in place regarding repairing or replacing mailboxes that are damaged due to snow plowing.

The policy provides the department would first attempt to repair the damage if possible. If replacement is required, the City will replace with a 4"x4" treated wood post and steel mailbox in either black, white or green. If the property owner chooses to repair their own mailbox, the city will reimburse up to \$100 with proof of a valid receipt for materials only.

Rodriguez said that she is not in agreement with the limitation on the reimbursement. Perry said that his neighborhood has an association and a wood post would not be acceptable. He also disagrees with the 48 hour notification time limit. Knapp said as far as the 48 hour rule is concerned, they are looking for a reasonable window. Perry said the 48 hours needs to be removed; Rodriguez agreed. Knapp said that 48 hours was common in the other community policies.

Knapp said that his employees are good about reporting damage to mailboxes and he then knows about it when the resident calls. Knapp said that the Board of Public Works has approved the ordinance draft.

Manion is comfortable with the ordinance as drafted, with the exception of the 48 hour notification period. Knapp said they are open to adjusting that. He added that when snow clearing is taking place, they are in the office to take damage calls.

Rodriguez recommended a 7 day time period to cover those out of town for vacations; she also doesn't agree with the \$100 limit, she feels it should be replaced at full value.

Knapp said other communities will reimburse \$45 - \$75 with the exception of Elm Grove where if the box is less than a year old and you have a receipt, they will reimburse up to \$150.

Manion asked if DPW currently exercises discretion in damage reports; Knapp said each claim is looked at on a case by case basis.

9/4/18	City Council	no action taken
9/4/18	City Council	no action taken
		<i>No vote took place on this motion.</i>
9/4/18	City Council	approved
		<i>No vote took place on this motion.</i>
9/4/18	City Council	Refer back to committee

C. [ID#18-1283](#) Approve Updates to the Waukesha Municipal Code Chapter 32, Storm Water Management and Erosion Control Ordinance.

Sponsors: Public Works

Attachments: [18-1283 BPW Agenda Cover Sheet - Updates to City Storm Water Ordinance.](#)
[18-1283 Chapter 32 Revamp final \(003\).pdf](#)

Legislative History

9/20/18 Board of Public Works held

- D. [ID#18-1415](#) Review and act on Consulting Contract with BWBR for the Phase II Architectural, Interior Design and Engineering Services Contract for Proposed City Hall.
- Sponsors:** Public Works
- Attachments:** [18-1415 BPW Agenda Cover Sheet - Design Phase CH BWBR.pdf](#)
- Legislative History**
- 9/20/18 Board of Public Works held
- E. [ID#18-1475](#) Review and act on the Bond Resolution and the Financial Assistance Agreement (FAA) for the Clean Water Fund Loan to finance the improvements for the Greenmeadow Interceptor Sewer Project
- Sponsors:** Public Works
- Attachments:** [18-1475 BPW Agenda Cover Sheet CWFL FAA.pdf](#)
[18-1475 Waukesha 4062-06 CWF '18 FAA.pdf](#)
[18-1475 Resolution-Bond Issuance Sewer System Revenue Bonds - 2018 CWI](#)
- F. [ID#18-1476](#) Review and act on Contract Change Order No. 4 with Absolute Construction Enterprises for Fire Station No. 3 and Police Substation project.
- Sponsors:** Public Works
- Attachments:** [18-1476 BPW Agenda Cover-CCO 4 Absolute Construction-FS3.pdf](#)
[change order No 4 for Absolute Construction Enterprises.pdf](#)
- G. [ID#18-1478](#) Review and act on the Storm Water Management Practice Maintenance Agreement between Waukesha Commerce Center, LLC, at 300, 304, 400, 402, 404, 406 Travis Lane and 2111 S. West Avenue and the City of Waukesha.
- Sponsors:** Public Works
- Attachments:** [18-1478 BPW Agenda Cover Sheet - Waukesha Commerce Center LLC.pdf](#)
[18-1478 SW Maintenance Agreement \(Waukesha Industrial and Commerce Ce](#)
- H. [ID#18-1482](#) Review and act on Contract Change Order No. 2 with Advance Construction, Inc., for the Motor Avenue and Fairview Avenue Utility and Street Reconstruction-Concrete project.
- Sponsors:** Public Works
- Attachments:** [18-1482 BPW Agenda Cvr - CO 2-Advance Construction-Motor Ave and Fairvi](#)
[18-1482 CCO 2-Advance Construction-Motor Ave and Fairview Ave.pdf](#)

7. Matter of Report

8. Communications and Referrals:

9. Adjournment

"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 Fred Abadi, 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.