



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Board of Public Works

Thursday, December 21, 2023

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 comments.

4. Approval of Minutes

A. [ID#23-8500](#) Approval of Minutes of December 7, 2023.

Sponsors: Public Works

Attachments: [BPW Meeting Minutes 12-7-23-Final.pdf](#)

A motion was made by Ald. Eric Payne, seconded by Vice Chair Kevin Reilly, that the Minutes of December 7, 2023, 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#23-8501](#) Approval of Payments

Sponsors: Public Works

Attachments: [Payments 12-21-23.pdf](#)

A motion was made by Member Steve Kassens, seconded by Vice Chair 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

6. Discussion and Recommendation to Council Regarding:

A. [ID#23-8238](#) Review and act on Contract Change Order No. 1 with Ford Construction Co., Inc., for the Waukesha Springs and Oaks Park Open Air Shelter Installation project.

Sponsors: Public Works

Attachments: [23-8238_BPW_Agenda_Cvr-CO1_Ford_Construction-Open_Air_Shelter.pdf](#)
[23-8238_Change_order_No_1_for_Ford_Construction_Open_Air_Shelters.pdf](#)

A motion was made by Ald. Joe Pieper, seconded by Vice Chair Kevin Reilly, that the Contract Change Order No. 1 with Ford Construction Co., Inc., for the Waukesha Springs and Oaks Park Open Air Shelter Installation 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

B. [ID#23-8502](#) Review and act on the 2024 Drop-Off Center Latex Paint Disposal Fee Adjustment.

Sponsors: Public Works

Attachments: [23-8502_BPW_Agenda_Cvr-2024_latex_paint_fee.pdf](#)

Dustin Nolan, Solid Waste and Recycling Manager, presented this item. He stated, the Drop Off Center is a resource for residents to drop off a lot of things, specifically, water-based paint. Liquid paint is expensive to get rid of and the price is increasing. The Drop Off Center has had a record of receiving 100 gal of paint, (not hazardous waste). The current charge is \$1 per gallon and \$.25 per quart. This year the City paid \$6,480 to dispose of liquid latex paint while only generating \$2,610 in revenue from the fees. This is short of being cost neutral which is the goal. Therefore, recommend increasing the cost to dispose of a gallon of paint from \$1 to \$2 and quart to \$.25 to a \$1. 5 gallon will remain at \$5. These increases will get us closer to cost neutral. Staff will reevaluate a year from now and will continue to educate residents to dry out the paint at no cost to them. Ald. Pieper asked when folks come in what's the reaction to the price. Mr. Nolan reported that the residents don't flinch at the fees right now.

A motion was made by Ald. Joe Pieper, seconded by Member Steve Kassens, that the 2024 Drop-Off Center Latex Paint Disposal Fee Adjustment 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#23-8503](#) Review and act on Contract Change Order No. 1 with Visu-Sewer, Inc., for the 2023 Sanitary Sewer Lining project.

Sponsors: Public Works

Attachments: [23-8503_BPW_Agenda_Cvr-CO1_VisuSewer_-_2023_Sanitary_Sewer_Lining.pdf](#)
[23-8503_CCO1_Visu_Sewer-2023_Sanitary_Sewer_Lining.pdf](#)

Chris Langemak, P.E., presented this item.

A motion was made by Ald. Joe Pieper, seconded by Member Steve Kassens, that the Contract Change Order No. 1 with Visu-Sewer, Inc., for the 2023 Sanitary Sewer Lining 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

- D. [ID#23-8505](#) Review and act on Contract Change Order No. 1 with Clark Dietz, Inc., for the Ruben Drive Sanitary Pump Station Elimination Engineering Services project.

Sponsors: Public Works

Attachments: [23-8505 BPW Agenda Cvr-CO1 Clark Dietz - Ruben Dr PS Elimination Design.pdf](#)
[23-8505 CCO1 Clark Dietz-Ruben Drive Sanitary Pump Station.pdf](#)

Chris Langemak, P.E., presented this item.

A motion was made by Ald. Eric Payne, seconded by Member Steve Kassens, that the Contract Change Order No. 1 with Clark Dietz, Inc., for the Ruben Drive Sanitary Pump Station Elimination Engineering Services 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

- E. [ID#23-8506](#) Review and act on Amendments to City Codes 13.055 and 13.056.

Sponsors: Public Works

Attachments: [23-8506 BPW Agenda Cvr-City Codes 13-055 and 13-056.pdf](#)
[1\) Memo - 2023 Revisions to 13.055 and 13.056.pdf](#)
[4\) 13.055 2023 Redline Revisions.pdf](#)
[13.055 2023 Revision - 12-15-23](#)
[13.056 2023 Revision - 12-13-23](#)

Dustin Nolan, Solid Waste and Recycling Manager, gave an overview of the City Code regarding solid waste disposal. Last time we reviewed the Code it was in 2015 which coincided with the new automated collection system. The reason he's bringing it back is to clarify things and now is a prime time to update it because of the expiration of the Waste Management contract at the end of 2024. The City will go through the RFP process next year as we prepare for the 2025 budget and having the codes in line before the RFP process is needed.

A motion was made by Ald. Joe Pieper, seconded by Vice Chair Kevin Reilly, that the Amendments to City Codes 13.055 and 13.056 be recommended for approval to the City Council. The motion carried by the following vote:

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

7. Matter of Report

Director Damien reported on this year's total tonnage for leaf pick-up of 5,518 tons. That's 244 more tons than last year. However, the interesting data is that the total number of loads this year was 3,449 compared 4,057 last year, which is 608 fewer loads. That means that the crews are efficiently picking up leaves. A big reason in part was a new bucket enabled them to load from the back of the truck and it was easier to compress a load and fit more leaves which saved on equipment and was safer. There were no accidents this year.

8. Communications and Referrals:

9. 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).