



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Final

### Board of Public Works

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Thursday, July 8, 2021

5:30 PM

Council Chambers, City Hall

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#### 1. Call to Order

**Present** 4 - Kassens, Michalowski, E. Payne, and Pieper

**Absent** 1 - O'Donnell

#### 2. Public Comment

*No public comment.*

#### 3. Approval of Minutes

A. [ID#21-2479](#) Approve Minutes of June 17, 2021.

**Sponsors:** Public Works

**Attachments:** [BPW Meeting Minutes 6-17-21-Final](#)

**A motion was made by Alderman Eric Payne, seconded by Alderman Joe Pieper, that the Minutes of June 17, 2021, be approved. The motion carried by the following vote:**

**Aye:** 4 - Kassens, Michalowski, E. Payne and Pieper

**Absent:** 1 - O'Donnell

#### 4. Approval of Payments

A. [ID#21-2511](#) Approval of Payments

**Sponsors:** Public Works

**Attachments:** [BPW Payments 7-8-21](#)

**A motion was made by Member Steve Kassens, seconded by Alderman Joe Pieper, that the Payments be approved. The motion carried by the following vote:**

**Aye:** 4 - Kassens, Michalowski, E. Payne and Pieper

**Absent:** 1 - O'Donnell

#### 5. RESOLUTIONS

- A. [ID#21-2404](#) Review and act on the City Resolution for dedicating Permanent and Temporary Limited Easements for the 2022 STP St Paul Avenue Project, WisDOT ID: 2718-04-71.

**Sponsors:** Public Works

**Attachments:** [21-2404 BPW Agenda Cvr-Resolution STP St Paul](#)  
[21-2404 Resolution - St Paul Ave Reconstruction-Resized](#)

*Craig Ausen, P.E., presented this item.*

**A motion was made by Alderman Joe Pieper, seconded by Member Steve Kassens, that the City Resolution for dedicating Permanent and Temporary Limited Easements for the 2022 STP St Paul Avenue Project, WisDOT ID: 2718-04-71 be recommended for approval. The motion carried by the following vote:**

**Aye:** 4 - Kassens, Michalowski, E. Payne and Pieper

**Absent:** 1 - O'Donnell

6. Discussion and Recommendation to Council Regarding:

- A. [ID#21-2512](#) Review and act on five offers prepared by Single Source Inc. for the 2022 STP St. Paul Avenue Project, WisDOT ID: 2718-04-71.

**Sponsors:** Public Works

**Attachments:** [21-2512 BPW Agenda Cvr-Offers STP St Paul](#)  
[21-2512 2718-04-21.2OPR](#)  
[21-2512 2718-04-21.4OPR](#)  
[21-2512 2718-04-21.5OPR](#)  
[21-2512 2718-04-21.6OPR](#)  
[21-2512 2718-04-21.8OPR](#)  
[21-2512 Parcel No. 2 revised 6-29-21](#)  
[21-2512 Parcel No. 4 revised 6-29-21](#)  
[21-2512 Parcel No. 5 revised 6-29-21](#)  
[21-2512 Parcel No. 6 revised 6-30-21](#)  
[21-2512 Parcel No. 8 revised 6-30-21](#)

*Craig Ausen, P.E., presented this item.*

**A motion was made by Member Steve Kassens, seconded by Alderman Joe Pieper, that the five offers prepared by Single Source Inc. for the 2022 STP St. Paul Avenue Project, WisDOT ID: 2718-04-71 be recommended for Council Consent. The motion carried by the following vote:**

**Aye:** 4 - Kassens, Michalowski, E. Payne and Pieper

**Absent:** 1 - O'Donnell

- B. [ID#21-2513](#) Review and act on Contract Change Order No. 4 with Stuckey Construction Company, Inc., for the Buchner Park Community Pool and Building project.

**Sponsors:** Public Works

**Attachments:** [21-2513 BPW Agenda Cvr-CCO4-Stuckey Construction-Buchner Park Community Pool](#)  
[21-2513 CCO 4 for Stuckey Buchner Pool and Building](#)

*Katie Jelacic, P.E., presented this item.*

**A motion was made by Alderman Joe Pieper, seconded by Member Steve Kassens, that the Contract Change Order No. 4 with Stuckey Construction Company, Inc., for the Buchner Park Community Pool and Building project be recommended for Council Consent. The motion carried by the following vote:**

**Aye:** 4 - Kassens, Michalowski, E. Payne and Pieper

**Absent:** 1 - O'Donnell

- C. [ID#21-2514](#) Review and Approve Waukesha City Hall Room Use Policy

**Sponsors:** Mayor

**Attachments:** [21-2514 BPW Agenda Cvr-Waukesha City Hall Room Use Policy](#)  
[Waukesha City Hall Room Use Policy- For Review](#)  
[Waukesha City Hall Room Use Application- Form](#)  
[Public Conference Rooms - Diagrams](#)  
[AV- City Hall Conference Room 162](#)  
[AV- City Hall Conference Rooms 160, 161, and 201](#)

*Katie Jelacic, P.E., presented this item. A committee made up of City administrators and staff have developed this policy which has been reviewed by the City Attorney. The room use is for during regular business hours of Monday-Friday, 8am to 4:30pm.*

**A motion was made by Alderman Joe Pieper, seconded by Alderman Eric Payne, that the Waukesha City Hall Room Use Policy be recommended for Council Consent. The motion carried by the following vote:**

**Aye:** 4 - Kassens, Michalowski, E. Payne and Pieper

**Absent:** 1 - O'Donnell

7. Matter of Report

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 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.