



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

City Council

Tuesday, March 4, 2025

6:00 PM

Council Chambers, City Hall

1. Roll Call

Present: 13 - Mike Chrisien, Eric E. Payne, Joe Pieper, Peter Bartels, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Alicia Halvensleben, Frank McElderry, Rick R. Lemke, Cory C. Payne and Doreen Wigderson

Absent: 2 - Jack Wells and Dean D. Lemke

2. Pledge of Allegiance

3. Announcement of Closed Session pursuant to Wisconsin Statutes §19.85(1)(c) to discuss approval of appointment of Katie Panella as the City Clerk for the City of Waukesha.

4. Public Comment

*John Thomas, 134 Douglass Ave., spoke on previous meeting.
Lisa Salb, 434 Madison St., spoke on property boundaries.*

5. Approval of Minutes

A. [ID#25-00338](#) Approval of minutes from February 20th Council meeting.

Attachments: [CCmn02.20.2025 Draft.pdf](#)

A motion was made by Ald. E. Payne, seconded by Ald. Manion, to approve the Minutes from the February 20, 2025 Council meeting. The motion carried by the following vote:

Aye: 13 - Mike Chrisien, Eric E. Payne, Joe Pieper, Peter Bartels, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Alicia Halvensleben, Frank McElderry, Rick R. Lemke, Cory C. Payne and Doreen Wigderson

Absent: 2 - Jack Wells and Dean D. Lemke

Consent Agenda

1. Other Boards and Commissions

2. Plan Commission

3. Standing Committees

A. Finance Committee - Ald. Pieper

- A. [ID#25-00305](#) Review and Act on a recommendation to carryover \$77,406.00 from 2024 to 2025 in the General Fund 0100

Attachments: [Cover Sheet - General Fund Carryovers - 2024 to 2025](#)
[BUA - 100 Carryovers](#)

B. Building & Grounds Committee - Ald. E. Payne**C. Ordinance & License Committee - Ald. P. Wuteska**

1. Licenses

- A. [ID#25-00263](#) Invited Application: Sidewalk Cafe Permit for People's Park
- B. [ID#25-00283](#) Invited Application: Taxicab and Taxi Driver Application for Best Cab/Jon Beutler-Woo
- C. [ID#25-00293](#) Invited Application: Temporary Class "B"/"Class B" Retailer's License for Waukesha Old Car Club

D. Human Resources - Ald. Chrisien**E. Board of Public Works - Alex Damien**

- A. [ID#25-00266](#) Review and act on the Developer's Agreement between the City of Waukesha and Bielinski Homes, Inc., for the property located north of Madison Street between Pebble Creek and Fiddler's Creek Drive.

Sponsors: Public Works

Attachments: [25-00266-BPW_Agenda Cv-Olde Farm Subdivision Developers Agreement.pdf](#)
[25-00266-Olde Farm Subdivision Agreement \(Final OC CL 1 2.10.2025\) \(02152667x7A794\).pdf](#)

End of Consent Agenda

The Consent Agenda was passed by unanimous consent, with no items removed.

Reports

6. Other Boards and Commissions

- A. Transit Commission Report - Alex Damien
- B. Water Utility Commission - Ald. Bartels

- C. Information Technology Board Report - Ald. Manion
- D. Landmarks Commission Report - Ald. Moltzan
- E. Redevelopment Authority Report - Ald. R. Lemke
- F. Parks, Recreation & Forestry Board Report - Ald. Wells
- G. Library Board Report - Ald. Halvensleben
- H. Cemetery Commission Report - Ald. C. Payne
- I. Waukesha Housing Authority Report - Ald. Pieper
- J. Community Development Block Grant Committee Report - Jennifer Andrews
- K. Public Art Committee Report - Ald. Moltzan
- 7. Plan Commission - Jennifer Andrews
- 8. Standing Committees

- A. Finance Committee Report - Ald. Pieper

- A. [ID#24-11497](#) Review and approve the advertising policy and fees for the downtown kiosks

Attachments: [Cover Sheet - Kiosk Advertising Policy](#)
[Downtown Waukesha Kiosk Advertising Policy](#)

A motion was made by Ald. Pieper, seconded by Ald. Halvensleben, to approve the advertising policy and fees for the downtown kiosks. The motion carried by the following vote:

Aye: 12 - Mike Chrisien, Eric E. Payne, Joe Pieper, Peter Bartels, Daniel Manion, Paul Wuteska, Mike Anderson, Alicia Halvensleben, Frank McElderry, Rick R. Lemke, Cory C. Payne and Doreen Wigderson

Nay: 1 - Elizabeth Moltzan

Absent: 2 - Jack Wells and Dean D. Lemke

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

- A. [ID#25-00300](#) Review and act on the Street Closure Permit for Municipal Lot No. 3 for House of Guinness.

Attachments: [25-00300-Street Closure Permit](#)
[House of Guinness- Special Event Permit Application](#)
[BG Resolution for the 3-4-2025 Report](#)

A motion was made by Ald. E. Payne, seconded by Ald. Halvensleben, to approve the Street Closure Permit for Municipal Lot No. 3 for House of Guinness. The motion carried by the following vote:

Aye: 13 - Mike Chrisien, Eric E. Payne, Joe Pieper, Peter Bartels, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Alicia Halvensleben, Frank McElderry, Rick R. Lemke, Cory C. Payne and Doreen Wigderson

Absent: 2 - Jack Wells and Dean D. Lemke

C. Ordinance & License Committee Report - Ald. P. Wuteska

D. Human Resources Committee Report - Ald. Chrisien

A. [ID#25-00279](#) Review and approve 2025 updated B16 Staffing Resolution Job List

Attachments: [Cover Letter B16 Staffing Job List](#)
[B16 Staffing Resolution Job List - DRAFT 2.18.25](#)

A motion was made by Ald. Chrisien, seconded by Ald. Wuteska, to approve 2025 updated B16 Staffing Resolution Job List. The motion carried by the following vote:

Aye: 13 - Mike Chrisien, Eric E. Payne, Joe Pieper, Peter Bartels, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Alicia Halvensleben, Frank McElderry, Rick R. Lemke, Cory C. Payne and Doreen Wigderson

Absent: 2 - Jack Wells and Dean D. Lemke

9. Board of Public Works Report - Alex Damien

A. [ID#25-00251](#) Bids Received: Friday, February 14, 2025, at 11:00 a.m
2025 Concrete Sidewalk Replacement - City Wide

The Board of Public Works recommends that the low bid from State Contractors, Inc., in the amount of \$361,045.00, be awarded.

Sponsors: Public Works

Attachments: [Concrete Sidewalk Replacement - BT.pdf](#)

A motion was made by Ald. Pieper, seconded by Ald. E. Payne, to approve the low bid from State Contractors, Inc., in the amount of \$361,045.00 for 2025 Concrete Sidewalk Replacement - City Wide. The motion carried by the following vote:

Aye: 13 - Mike Chrisien, Eric E. Payne, Joe Pieper, Peter Bartels, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Alicia Halvensleben, Frank McElderry, Rick R. Lemke, Cory C. Payne and Doreen Wigderson

Absent: 2 - Jack Wells and Dean D. Lemke

B. [ID#25-00252](#) Bids Received: Friday, February 14, 2025, at 11:00 a.m
Bethesda Court and Park Avenue Utility and Street Improvements

The Board of Public Works recommends that the low concrete bid from LaLonde Contractors, Inc., in the amount of \$798,923.40, be awarded.

Sponsors: Public Works

Attachments: [Bethesda Court and Park Avenue Utility and Street Improvements - BT CONCRETE.pdf](#)

A motion was made by Ald. Pieper, seconded by Ald. E. Payne, to approve the low concrete bid from LaLonde Contractors, Inc., in the amount of \$798,923.40 for Bethesda Court and Park Avenue Utility and Street Improvements. The motion carried by the following vote:

Aye: 13 - Mike Chrisien, Eric E. Payne, Joe Pieper, Peter Bartels, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Alicia Halvensleben, Frank McElderry, Rick R. Lemke, Cory C. Payne and Doreen Wigderson

Absent: 2 - Jack Wells and Dean D. Lemke

10. Director of Public Works Report

11. City Attorney's Report

12. City Administrator's Report

[ID#25-00337](#) City Administrator's report.

Attachments: [Admin Report February 28, 2025.pdf](#)

13. Mayor's Report & Referrals

A. [ID#25-00344](#) Board and committee appointments

Attachments: [Council Letter 03.04.2025.pdf](#)
[Eric Dunst Resume.pdf](#)

A motion was made by Ald. E. Payne, seconded by Ald. Halvensleben, to approve the Board and Committee appointments. The motion carried by the following vote:

Aye: 13 - Mike Chrisien, Eric E. Payne, Joe Pieper, Peter Bartels, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Alicia Halvensleben, Frank McElderry, Rick R. Lemke, Cory C. Payne and Doreen Wigderson

Absent: 2 - Jack Wells and Dean D. Lemke

14. Referrals

There were referrals from Ald. Halvensleben and Ald. E. Payne.

15. Closed Session

Meeting went into Recess.

- A. [ID#25-00341](#) A motion will be made pursuant to Wisconsin Statutes §19.85(1)(c) to discuss approval of appointment of Katie Panella as the City Clerk for the City of Waukesha.

Attachments: [Clerk Appointment Panella 2025-03-04 final.pdf](#)

A motion was made by Ald. Halvensleben, seconded by Ald. Chrisien, to go into Closed Session pursuant to Wisconsin Statutes §19.85(1)(c) to discuss approval of appointment of Katie Panella as the City Clerk for the City of Waukesha. The motion carried by the following vote:

Aye: 13 - Mike Chrisien, Eric E. Payne, Joe Pieper, Peter Bartels, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Alicia Halvensleben, Frank McElderry, Rick R. Lemke, Cory C. Payne and Doreen Wigderson

Absent: 2 - Jack Wells and Dean D. Lemke

16. Reconvene in Open Session

Meeting Reconvened.

- A. [ID#25-00342](#) Possible discussion and/or action on matters discussed in closed session

A motion was made by Ald. Wuteska, seconded by Ald. Halvensleben, to approve the appointment of Katie Panella as the City Clerk for the City of Waukesha, to include all of the terms of the offer letter. The motion carried by the following vote:

Aye: 13 - Mike Chrisien, Eric E. Payne, Joe Pieper, Peter Bartels, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Mike Anderson, Alicia Halvensleben, Frank McElderry, Rick R. Lemke, Cory C. Payne and Doreen Wigderson

Absent: 2 - Jack Wells and Dean D. Lemke

17. Adjournment

The meeting adjourned at 6:51pm.

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 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).