



City of Waukesha

Waukesha City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Board of Public Works

Thursday, August 21, 2025

5:30 PM

Council Chambers, City Hall

1. Call to Order

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

2. Pledge of Allegiance

3. Public Comment

No public comments.

4. Approval of Minutes

A. [ID#25-02015](#) Approve Minutes of August 7, 2025.

Sponsors: Public Works

Attachments: [BPW Meeting Minutes 08-07-25-Final](#)

A motion was made by Ald. Eric Payne, seconded by Member Kevin Reilly, that the Minutes of August 7, 2025, be approved. The motion carried by the following vote:

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

5. Approval of Payments

A. [ID#25-02017](#) Approval of Payments

Sponsors: Public Works

Attachments: [Payments 8-21-25](#)

A motion was made by Ald. Joe Pieper, seconded by Vice Chair Chad O'Donnell, that the Payments be approved. The motion carried by the following vote:

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

6. Discussion and Recommendation to Council Regarding:

A. [ID#25-00799](#) Review and possible action on the consulting contract for the Saratoga Lake Study.

Sponsors: Public Works

Attachments: [BPW 25-00799-Cover Sheet-Saratoga Lake Dredging Study](#)
[2018 Saratoga Mill Dam Inspection Report](#)
[2019 Saratoga Survey and Sampling Report](#)
[2025 Request for Proposal Saratoga Lake Dredging Study](#)

Director Damien explained that Public Works and Parks, Recreation and Forestry Departments solicited proposals to study the Saratoga Lake. Ron Grall, Director of Parks, Recreation and Forestry and Jonathan Schapekahn, P.E., Public Works Engineering spoke on this item. Saratoga Lake is the impoundment of the dam on the Fox River. The study is recommended to better utilize the river to get a harvester in there so you don't lose the use of the river and to study the dam structure and options to allow the Council to make the best decision.

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Consulting Contract with Ayres Associates, Inc., for the Saratoga Lake Study be recommended for approval. The motion carried by the following vote:

Aye: 4 - Kevin Reilly, Joe Pieper, Steve Kassens and Chad O'Donnell

Nay: 1 - Eric E. Payne

7. Matter of Report

Director Damien reported that the Fox River is going down below flood levels and Public Works crews and staff did a great job of responding and working through the flooding. The flooding was not quite to the 2008 flood levels, but pretty close. The team did a great job and put in a lot of extra time and effort after hours. There was a sewer break at Burr Oak and it collapsed. Crews did not have the equipment necessary to address this emergency so a contractor was hired to assist. Member Reilly and Ald. Pieper thanked the staff, including on behalf of the Council, for their hard work. It was a testament for the flood prevention work previously done as it could have been much worse. Public Works will do an analysis to evaluate what happened and the response.

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).