



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Agenda - Final

City Council

Tuesday, November 2, 2021

6:30 PM

Council Chambers, City Hall

1. Roll Call
2. Pledge of Allegiance
3. Public Comment

City Residents and Taxpayers Only - Limited to three minutes/speaker, ending 7:00 p.m.

4. Approval of Minutes

- A. [ID#21-3037](#) Minutes from October 19, 2021

Attachments: [ccmn211019 draft](#)

Consent Agenda

Items under the Consent Agenda have passed unanimously out of committee. Unless a member of the Common Council specifically requests that an item on the Consent Agenda be removed and considered separately, items on the Consent Agenda are then approved unanimously by general consent. Any item removed from Consent Agenda will be discussed under the appropriate committee, board or commission on the Regular Agenda.

1. Other Boards and Commissions

- A. [ID#21-3001](#) Review and act on proposed easement with Cooper Power Systems dba Eaton Corporation for bike-pedestrian trail access purposes

Attachments: [Council Cover Sheet - 2021 Cooper Power Systems dba Eaton Easement New Berlin Connector Trail](#)
[2021 Cooper Power Systems dba Eaton Corporation New Berlin Connector Trail](#)

Legislative History

10/18/21 Parks, Recreation and Forestry Board approved

- B. [ID#21-3002](#) Review and act on proposed license agreement with WE Energies for bike-pedestrian trail access purposes

Attachments: [Council Cover Sheet - 2021 We Energies License Agreement New Berlin Connector Trail License Agreement DRAFT](#)
[2021 We Energies New Berlin Connector Trail License Agreement DRAFT](#)

Legislative History

10/18/21 Parks, Recreation and approved
Forestry Board

- C. [ID#21-3003](#) Award Bid: Horeb Springs Aquatic Center Pool Basin Liner (Approved 2021 CIP Budget)

Attachments: [Council Cover Sheet - 2021 Horeb Springs Pool Basin Liner](#)
[2021 Horeb Springs Pool Basin Liner Packet](#)

Legislative History

10/18/21 Parks, Recreation and approved
Forestry Board

2. Plan Commission

- A. [PC21-0115](#) Final Site Plan and Architectural Review, Neenah Enterprises Storage Yard Expansion, 1220 S. Prairie Avenue – Proposed plans for an expansion to the storage yard, including a proposed parking lot and storm water management facility.

Attachments: [Final SPAR - Neenah Enterprises 1220 S Prairie Ave Cover Sheet](#)
[CJE2151R0- SWMP](#)
[CJE2151R1-CivilPlanSet](#)
[COMPLETED Application for Development Review 092321](#)
[COMPLETED Conditional Use Permit Application 092321](#)
[NeenahEnterprises_Survey_KMS](#)
[PC21-0115_Dept. Review Comments](#)

Legislative History

10/27/21 Plan Commission approved with conditions

3. Standing Committees

A. Finance Committee - Ald. Pieper

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

C. Ordinance & License Committee - Ald. Johnson

1. Licenses

- A. [ID#21-3046](#) Invited Bartenders

Attachments: [Invited Bartenders OL 10-25-21](#)

Legislative History

10/25/21 Ordinance & License denied
Committee

10/25/21	Ordinance & License Committee	denied
10/25/21	Ordinance & License Committee	recommended for Council Consent to the City Council

B. [ID#21-3047](#) Other Applications

Attachments: [Other Applications OL 10-25-21](#)

Legislative History

10/25/21	Ordinance & License Committee	recommended for Council Consent to the City Council
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D. Human Resources - Ald. Manion

A. [ID#21-2273](#) Request to review and approve amendments to HR Policy B12 Equal Opportunity Employer

Attachments: [#21-2273 B12 Equal Opportunity Employer Cover Letter and Policy 10-20-21](#)

Legislative History

5/19/21	Human Resources Committee	approved
10/20/21	Human Resources Committee	approved

B. [ID#21-2766](#) Request to review and approve amendments to HR Policy B8 Human Resources Information Disclosure

Attachments: [#21-2766 B8 HR Information Disclosure Coversheet and Policy](#)

Legislative History

9/15/21	Human Resources Committee	denied
9/15/21	Human Resources Committee	approved
10/20/21	Human Resources Committee	approved

C. [ID#21-2767](#) Request to review and approve amendments to HR Policy C4 Benefits Election at Retirement-Resignation

Attachments: [#21-2767 C4 Benefits Election at Retirement-Resignation Coversheet and Policy](#)

Legislative History

9/15/21	Human Resources Committee	held
10/20/21	Human Resources Committee	approved

- D. [ID#21-2769](#) Request to review and approve amendments to HR Policy H4 Administrative Payroll Procedures
- Attachments:** [#21-2769 H4 Administrative Payroll Procedures Coversheet and Policy 9-15-21](#)
- Legislative History**
- | | | |
|----------|---------------------------|----------|
| 9/15/21 | Human Resources Committee | held |
| 10/20/21 | Human Resources Committee | approved |
- E. [ID#21-2989](#) Request to review and approve amendments to HR Policy B2 Recruitment and Retention
- Attachments:** [#21-2989 B2 Recruitment and Retention Cover Letter and Policy 10-20-21](#)
- Legislative History**
- | | | |
|----------|---------------------------|----------|
| 10/20/21 | Human Resources Committee | approved |
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E. Board of Public Works - Alex Damien

- A. [ID#21-2978](#) Review and act on the proposed 2022 Sanitary Sewer Rates.
- Sponsors:** Public Works
- Attachments:** [21-2978 BPW Agenda Cover-2022 Sanitary Sewer Rates](#)
[21-2978_1_2022 Sewer Rate Model](#)
[21-2978_2_2022 Sewer Service Charge and Fee Schedule](#)
[21-2978_3_Sewer Rates Resolution 2022](#)
[21-2978_4_Waukesha 2022 User Rate and Return Flow Rate Presentation](#)
- Legislative History**
- | | | |
|----------|-----------------------|---|
| 10/21/21 | Board of Public Works | recommended for Council Consent to the City Council |
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- B. [ID#21-2979](#) Review and act on the proposed 2022 Sewer Connection Charge Schedule.
- Sponsors:** Public Works
- Attachments:** [21-2979 BPW Agenda Cover-2022 Connection Charge Schedule](#)
[21-2979_1_Memo - Annual Connection Charge Review](#)
[21-2979_2_2022 Connection Charge Presentation](#)
[21-2979_3_2022 Sewer Connection Charge Schedule](#)
[21-2979_4_Connection Charge Resolution 2022](#)
- Legislative History**
- | | | |
|----------|-----------------------|---|
| 10/21/21 | Board of Public Works | recommended for Council Consent to the City Council |
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- C. [ID#21-2996](#) Review and act on Contract Change Order No. 1 with C.W. Purpero, Inc., for the Area 1 & 2 Flood Mitigation (Rolling Ridge Ditch Grading) project.
- Sponsors:** Public Works
- Attachments:** [21-2996 BPW Agenda Cvr-CCO1 Purpero- Area 1 and 2 Flood Mitigation-Rollir](#)
[21-2996 CCO1-CWP-Area 1 & 2 Flood Mitigation \(Rolling Ridge Ditch Grading\)](#)
- Legislative History**
- 10/21/21 Board of Public Works recommended for Council Consent to the City Council
- D. [ID#21-2997](#) Review and act on a proposal by Ayres Associates to provide Traffic Engineering Services for the E / W North Street and E. St. Paul Avenue Utility and Street Improvements project.
- Sponsors:** Public Works
- Attachments:** [21-2997 BPW Agenda Cvr-Ayres-Traffic Engineering Services St Paul](#)
- Legislative History**
- 10/21/21 Board of Public Works recommended for Council Consent to the City Council

End of Consent Agenda

5. Public Hearing

- A. [ID#21-3080](#) Public hearing on the 2022 Operating Budget

6. Action on Public Hearing

- A. [ID#21-3085](#) Public hearing on 2022 Operating Budget (action)

7. New Business

Format - Introduction by Professional Staff/Hearing/Comments by Council/Official

- A. [ID#21-3049](#) Review and Act on a recommendation by the Finance Committee to the City Council to adopt the 2022 Operating Budget
- Sponsors:** Finance and City Administrator
- Indexes:** operating budget; Budget
- Attachments:** [2022 EXECUTIVE OPERATING BUDGET BOOK](#)
- Legislative History**
- 10/26/21 Finance Committee approved
- B. [ID#21-3081](#) Review and act on 2022 Tax Levy Ordinance
- Attachments:** [APPROPRIATION ORDINANCE - 2022](#)

Reports

8. 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. Johnson

G. Library Board Report - Ald. Miller

H. Cemetery Commission Report - Ald. McElderry

I. Waukesha Housing Authority Report - Ald. Pieper

J. Community Development Block Grant Committee Report - Jennifer Andrews

K. Public Art Committee Report - Ald. Moltzan

9. Plan Commission - Jennifer Andrews

- A. [ID#21-3035](#) Ordinance Amendment to section 21.02 and 21.03 of the City of Waukesha Fire Prevention Code regarding definitions and authority of the fire chief to require electronic reporting of certain inspection reports.

Attachments: [21.03 Requiring Electronic Filing of Certain Inspection Reports - Final](#)

Legislative History

10/27/21	Plan Commission	recommended for approval to the Ordinance & License Committee
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10. Standing Committees

A. Finance Committee Report - Ald. Pieper

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

C. Ordinance & License Committee Report - Ald. Johnson

- A. [ID#21-2964](#) Discussion and Recommendation to Council: Revise Chapter 29 – Sewer Use and Wastewater Treatment to Change Quarterly Sewer Charges to Monthly.

Attachments: [Cover Sheet - OL Chapter 29 \(002\).pdf](#)
[Memo-Change Quarterly Billing to Monthly.pdf](#)
[29.01 29.11 29.12 Monthly Billing.pdf](#)

Legislative History

10/11/21	Ordinance & License Committee	recommended for approval to the City Council
10/19/21	City Council	Recommended for Third Reading to the City Council

- B. [ID#21-3058](#) Invited Bartenders - Denied - Bailey and Clavette

D. Human Resources Committee Report - Ald. Manion

- A. [ID#21-2992](#) Consideration of a resolution establishing the Compensation of the City Attorney from May 1, 2022 through April 30, 2026

Attachments: [#21-2992 Agenda Cover Sheet City Attorney](#)
[City Attorney Salary Resolution 9.7.2021](#)
[Salary History Elected Officials 10.13.2021](#)

Legislative History

10/20/21	Human Resources Committee	approved
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- B. [ID#21-2993](#) Consideration of an Ordinance Establishing the Compensation of Common Council Members

Attachments: [#21-2993 Agenda Cover Sheet Common Council Salary](#)
[Common Council Salary Resolutions 9.7.2021](#)

Legislative History

10/20/21	Human Resources Committee	denied
10/20/21	Human Resources Committee	approved

- C. [ID#21-2994](#) Consideration of a resolution establishing the Compensation of the Mayor from April 17, 2022 through April 18, 2026.

Attachments: [#21-2994 Agenda Cover Sheet Mayor](#)
[Mayor Salary Resolutions 9.7.2021](#)
[Mayor Salary Resolutions 10.29.2021](#)
[Salary History Elected Officials 10.13.2021](#)

Legislative History

10/20/21	Human Resources Committee	denied
10/20/21	Human Resources Committee	approved

- D. [ID#21-2995](#) Consideration of a resolution establishing the Compensation of the Municipal Judge from May 1, 2022 through April 30, 2026

Attachments: [#21-2995 Agenda Cover Sheet Municipal Judge Salary](#)
[Municipal Judge Salary Resolution 9.7.2021](#)
[Salary History Elected Officials 10.13.2021](#)

Legislative History

10/20/21	Human Resources Committee	approved
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11. Board of Public Works Report - Alex Damien

- A. [ID#21-3000](#) Bids Received: Thursday, October 21, 2021 at 10:00 AM
 Waukesha Water Utility Portion of Shagbark to Coldwater Creek Drive
 Water and Sewer Improvement Project

The Board of Public Works concurs with the Waukesha Water Commission to award the low bid from M.J. Construction, Inc., for the overall bid amount of \$524,228.00 of which the Water Utility total is \$289,128.50.

Sponsors: Public Works

Attachments: [Post Bid Memo](#)
[Bid Summary - Shagbark - Bid Results](#)
[Memo WWU Bid Opening](#)

Legislative History

10/21/21	Board of Public Works	recommended for approval to the City Council
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12. Director of Public Works Report

13. City Attorney's Report

14. City Administrator's Report

- A. [ID#21-3082](#) City Administrator's Report

Attachments: [Admin Report 10-29-21](#)

15. Mayor's Report & Referrals

- A. [ID#21-3083](#) Proclamation for Small Business Saturday

Attachments: [Small Business Saturday - Mayoral Proclamation](#)

16. Referrals

17. Adjournment

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.