



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Draft

### City Council

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Tuesday, November 2, 2021

6:30 PM

Council Chambers, City Hall

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#### 1. Roll Call

*Ald. C. Payne arrived at 6:39 pm during ID#21-3080.*

**Present:** 13 - Pieper, Bartels, Manion, Johnson, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

**Absent:** 2 - Cummings and Rodriguez

#### 2. Pledge of Allegiance

#### 3. Public Comment

*Jeffrey Meier, 1921 Penhurst Way, spoke on traffic lights at Racine and St. Paul.*

#### 4. Approval of Minutes

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

**Attachments:** [ccmn211019 draft](#)

**A motion was made by Ald. Miller, seconded by Ald. Manion, to approve Minutes from October 19, 2021. The motion carried by the following vote:**

**Aye:** 12 - Pieper, Bartels, Manion, Johnson, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, Browne and McElderry

**Absent:** 3 - Cummings, Rodriguez and C. Payne

### **Consent Agenda**

*The Consent Agenda passed as presented by unanimous consent with no items removed.*

### **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 Easement DRAFT](#)

##### 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](#)  
[2021 We Energies New Berlin Connector Trail License Agreement DRAFT](#)

- 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](#)

## **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](#)

## **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](#)

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

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

### **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](#)
- 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](#)
- 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 9-15-21](#)
- 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](#)
- 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](#)

### **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](#)  
*Resolution #2021-33*
- 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](#)

*Resolution #2021-34*

- 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-Rolling Ridge Ditch Grading](#)  
[21-2996 CCO1-CWP-Area 1 & 2 Flood Mitigation \(Rolling Ridge Ditch Grading\)](#)

- 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](#)

### End of Consent Agenda

#### 5. Public Hearing

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

*Kevin Lahner, City Administrator, gave an overview of the proposed 2022 Operating Budget.*

*The Public Hearing was Opened. There was no one to speak. The public hearing was closed.*

#### 6. Action on Public Hearing

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

#### 7. New Business

- 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](#)

**A motion was made by Ald. Pieper, seconded by Ald. R. Lemke, to approve and adopt the 2022 Operating Budget in the amount of \$74,612,387. The motion carried by the following vote:**

**Aye:** 12 - Pieper, Bartels, Manion, Johnson, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, Browne and McElderry

**Nay:** 1 - C. Payne

**Absent:** 2 - Cummings and Rodriguez

**B.** [ID#21-3081](#) Review and act on 2022 Tax Levy Ordinance**Attachments:** [APPROPRIATION ORDINANCE - 2022](#)

**A motion was made by Ald. Pieper, seconded by Ald. Bartels, to approve 2022 Tax Levy Ordinance 2021-16 in the amount of \$72,125,919. The motion carried by the following vote:**

**Aye:** 12 - Pieper, Bartels, Manion, Johnson, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, Browne and McElderry

**Nay:** 1 - C. Payne

**Absent:** 2 - Cummings and Rodriguez

**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 &amp; 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](#)

**A motion was made by Ald. Johnson, seconded by Ald. R. Lemke, to approve Ordinance 21-3035 amending 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 (waiving the second reading). The motion carried by the following vote:**

**Aye:** 10 - Pieper, Bartels, Manion, Johnson, E. Payne, Wells, Miller, R. Lemke, Browne and McElderry

**Nay:** 3 - D. Lemke, Moltzan and C. Payne

**Absent:** 2 - Cummings and Rodriguez

## 10. Standing Committees

## A. Finance Committee Report - Ald. Pieper

## B. Building &amp; Grounds Committee Report - Ald. E. Payne

## C. Ordinance &amp; 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](#)

*Ordinance #2021-17*

**A motion was made by Ald. Johnson, seconded by Ald. E. Payne, to approve Revisions to Chapter 29 - Sewer Use and Wastewater Treatment to Change Quarterly Sewer Charges to Monthly. The motion carried by the following vote:**

**Aye:** 13 - Pieper, Bartels, Manion, Johnson, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

**Absent:** 2 - Cummings and Rodriguez

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

**A motion was made by Ald. Johnson, seconded by Ald. D. Lemke, to approve the denial of the bartender/operator license application for Meagan Bailey.**

**The motion carried by the following vote:**

**Aye:** 13 - Pieper, Bartels, Manion, Johnson, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

**Absent:** 2 - Cummings and Rodriguez

**A motion was made by Ald. Johnson, seconded by Ald. D. Lemke, to approve the denial of the bartender/operator license application for Jessica Clavette.**

**The motion carried by the following vote:**

**Aye:** 13 - Pieper, Bartels, Manion, Johnson, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

**Absent:** 2 - Cummings and Rodriguez

#### 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](#)

**A motion was made by Ald. Manion, seconded by Ald. R. Lemke, to approve Resolution 2021-27 establishing the Compensation of the City Attorney from May 1, 2022 through April 30, 2026. The motion carried by the following vote:**

**Aye:** 10 - Pieper, Bartels, Manion, Johnson, D. Lemke, E. Payne, Wells, Moltzan, Miller and R. Lemke

**Nay:** 3 - C. Payne, Browne and McElderry

**Absent:** 2 - Cummings and Rodriguez

- 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](#)

**[Original Motion]**

**A motion was made by Ald. Manion, seconded by Ald. R. Lemke, to approve Ordinance 2021-15 Establishing the Compensation of Common Council Members districts up this spring 1, 4, 5, 8, 9, 11, 12, 14 & 15 as proposed for \$7,500. The motion failed by the following vote:**

**Aye:** 6 - Manion, D. Lemke, Wells, Moltzan, Miller and R. Lemke

**Nay:** 7 - Pieper, Bartels, Johnson, E. Payne, C. Payne, Browne and McElderry

**Absent:** 2 - Cummings and Rodriguez

**[Amended Motion]**

A motion was made by Ald. R. Lemke to reduce Aldermanic salary for districts 1, 4, 5, 8, 9, 11, 12, 14 & 15 to \$6,000. The motion failed for a lack of a second.

**[Amended Motion]**

A motion was made by Ald. Manion, seconded by Ald. Moltzan, to approve Ordinance 2021-15 Establishing the Compensation of Common Council Members salary at \$7,000 for Districts 1, 4, 5, 8, 9, 11, 12, 14 & 15. The motion carried by the following vote:

**Aye:** 11 - Pieper, Bartels, Manion, Johnson, E. Payne, Wells, Moltzan, Miller, C. Payne, Browne and McElderry

**Nay:** 2 - D. Lemke and R. Lemke

**Absent:** 2 - Cummings and Rodriguez

- 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](#)

**[Original Motion]**

A motion was made by Ald. Manion, and failed for lack of a second to Approve Resolution 2021-28 establishing the Compensation of the Mayor from April 17, 2022 through April 18, 2026 at \$89,000 over 4 years.

**[Amended Motion]**

A motion was made by Ald. Moltzan, seconded by Ald. Wells, to approve Resolution 2021-28 establishing the Compensation of the Mayor from April 17, 2022 through April 18, 2026 with the graduated amounts over 4 years. The motion carried by the following vote:

**Aye:** 8 - Pieper, Bartels, Johnson, D. Lemke, Wells, Moltzan, Miller and R. Lemke

**Nay:** 5 - Manion, E. Payne, C. Payne, Browne and McElderry

**Absent:** 2 - Cummings and Rodriguez

- 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](#)

A motion was made by Ald. Manion, seconded by Ald. R. Lemke, to approve Resolution 2021-29 establishing the Compensation of the Municipal Judge from May 1, 2022 through April 30, 2026 at \$35,000. The motion carried by the following vote:



**Aye:** 13 - Pieper, Bartels, Manion, Johnson, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

**Absent:** 2 - Cummings and Rodriguez

## 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](#)

**A motion was made by Ald. E. Payne, seconded by Ald. Bartels, to approve the BID award for the Waukesha Water Utility Portion of Shagbark to Coldwater Creek Drive Water and Sewer Improvement Project to M.J. Construction, Inc., on their low overall bid amount of \$524,228.00 of which the Water Utility total is \$289,128.50. The motion carried by the following vote:**

**Aye:** 13 - Pieper, Bartels, Manion, Johnson, D. Lemke, E. Payne, Wells, Moltzan, Miller, R. Lemke, C. Payne, Browne and McElderry

**Absent:** 2 - Cummings and Rodriguez

## 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

*Ald. Eric Payne to Building and Grounds to please approve the installation of stop signs*

*on the East-West and southbound approaches to the NW Barstow St. at Buena Vista Ave intersection, the northbound approach shall not have a stop sign. Installation of warning signs on the three stop signs to indicate that northbound traffic does not stop.*

## 17. Adjournment

*The meeting was adjourned at 7:41 p.m.*

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.