



Meeting Minutes - Draft

Waukesha Water Commission

Thursday, August 21, 2025

6:00 PM

Water Utility Conference Room
115 Delafield St. Waukesha, WI 53188

1. Call to Order

2. Roll Call

approved

Aye: 5 - Joan Francoeur, Jeff Fowle, Gerald Couri, Joe Piatt and Dale Matthews

Absent: 2 - Paul Ybarra and Shawn Reilly

3. Public Comment

4. Approval of Minutes

A. [ID#25-02027](#) Approve Minutes from July 17th, 2025 Meeting

Attachments: [Meeting Minutes 7-17-25](#)

approved

Aye: 5 - Joan Francoeur, Jeff Fowle, Gerald Couri, Joe Piatt and Dale Matthews

Absent: 2 - Paul Ybarra and Shawn Reilly

5. Action Items

A. [ID#25-02028](#) Approve Payments from the General Fund and the Improvement Fund

Attachments: [July Voucher List](#)

approved

Aye: 5 - Joan Francoeur, Jeff Fowle, Gerald Couri, Joe Piatt and Dale Matthews

Absent: 2 - Paul Ybarra and Shawn Reilly

B. [ID#25-02030](#) Approve Payment for Wireless Access Points for the new Operations Center

Attachments: [Memo to Approve Payment of the TDI Vertical Invoice](#)

approved

Aye: 5 - Joan Francoeur, Jeff Fowle, Gerald Couri, Joe Piatt and Dale Matthews

Absent: 2 - Paul Ybarra and Shawn Reilly

- C. [ID#25-02031](#) 2025 Bankruptcy Write-offs - Approve writing off \$5,248.27 of water related charges, as recommended by staff.

Attachments: [Bankruptcy Writeoffs - 2025](#)

approved

Aye: 5 - Joan Francoeur, Jeff Fowle, Gerald Couri, Joe Piatt and Dale Matthews

Absent: 2 - Paul Ybarra and Shawn Reilly

- D. [ID#25-02041](#) Approve Developer's Agreement with Waukesha Airport Holding for 2781 Aviation Drive

Attachments: [Memo to Approve DA](#)

approved

Aye: 5 - Joan Francoeur, Jeff Fowle, Gerald Couri, Joe Piatt and Dale Matthews

Absent: 2 - Paul Ybarra and Shawn Reilly

- E. [ID#25-02051](#) The Waukesha Water Utility Commission hereby declares that an emergency situation exists, as described in Section 62.15(1)(b) of the Wisconsin Statutes and directs the General Manager to negotiate a contract with DF Tomasini to assist in the relocation of existing water services to the 12-inch main on Perkins Avenue between Anoka Avenue and Arcadian Avenue at a cost not to exceed \$23,000, plus costs not to exceed \$545,000 for road reconstruction, street opening permit fees, stone, spoils, and inventory materials.

Attachments: [Memo for Perkins Avenue Water Main Emergency](#)

approved

Aye: 5 - Joan Francoeur, Jeff Fowle, Gerald Couri, Joe Piatt and Dale Matthews

Absent: 2 - Paul Ybarra and Shawn Reilly

6. Discussion Items

- A. [ID#25-02044](#) Waukesha Water Utility new Operations Center Updates

7. Information Items

- A. [ID#25-02032](#) Utility Performance Report/Administrative Activities

Attachments: [2025 performance report](#)

B. [ID#25-02033](#) Financial Report

Attachments: [July Financials](#)

8. Adjourn