



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

Board of Public Works

Thursday, October 19, 2023

5:30 PM

Council Chambers, City Hall

1. Call to Order

Present 4 - Steve Kassens, Kevin Reilly, Eric E. Payne, and Joe Pieper

Absent 1 - Chad O'Donnell

2. Pledge of Allegiance

3. Public Comment

No public comment.

4. Approval of Minutes

A. [ID#23-7854](#) Approve Minutes of October 5, 2023.

Sponsors: Public Works

Attachments: [BPW Meeting Minutes 10-05-23-Draft.pdf](#)

A motion was made by Member Steve Kassens, seconded by Ald. Joe Pieper, that the Minutes of October 5, 2023, be approved. The motion carried by the following vote:

Aye: 4 - Steve Kassens, Kevin Reilly, Eric E. Payne and Joe Pieper

Absent: 1 - Chad O'Donnell

5. Approval of Payments

A. [ID#23-7855](#) Approval of Payments

Sponsors: Public Works

Attachments: [_Payments 10-19-23.pdf](#)

A motion was made by Member Steve Kassens, seconded by Ald. Eric Payne, that the Payments be approved. The motion carried by the following vote:

Aye: 4 - Steve Kassens, Kevin Reilly, Eric E. Payne and Joe Pieper

Absent: 1 - Chad O'Donnell

6. RESOLUTIONS

- A. [ID#23-7856](#) Review and act on the RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF UP TO \$14,482,992 SEWER SYSTEM REVENUE BONDS, SERIES 2023D, AND PROVIDING FOR OTHER DETAILS AND COVENANTS WITH RESPECT THERETO for the Clean Water Fund Loan to finance the improvements for the South Side Pump Station Consolidation project.

Sponsors: Public Works

Attachments: [23-7856 BPW Agenda Cover Sheet CWFL Project Bond Series 2023D Resolution.pdf](#)
[Waukesha C of - 23D CWF - Resolution.pdf](#)

Director Damien noted the title on the agenda had a 'copy and paste error' and it is for improvements for the South Side Pump Station Consolidation project. The title was updated to reflect that: "for the Clean Water Fund Loan to finance the improvements for the South Side Pump Station Consolidation project."

A motion was made by Member Steve Kassens, seconded by Ald. Joe Pieper, that the Resolution Authorizing the Issuance and Sale of up to \$14,482,992 Sewer System Revenue Bonds, Series 2023D, and Providing for Other Details and Covenants with Respect thereto for the Clean Water Fund Loan to finance the improvements for the South Side Pump Station Consolidation project be approved. The motion carried by the following vote:

Aye: 4 - Steve Kassens, Kevin Reilly, Eric E. Payne and Joe Pieper

Absent: 1 - Chad O'Donnell

7. Bids Received:

- A. [ID#23-7861](#) Bids Received: Friday, October 13, 2023, at 11:00 a.m.
2023 Area 1 & 2 Flood Mitigation Channel Improvements

The Board of Public Works recommends that the low bid from Musson Bros. Inc. in the amount of \$277,555.00, be approved.

Sponsors: Public Works

Attachments: [Area 1 & 2 Flood Mitigation BT.pdf](#)

A motion was made by Ald. Joe Pieper, seconded by Ald. Eric Payne, that the low bid from Musson Bros. Inc. for the 2023 Area 1 & 2 Flood Mitigation Channel Improvements, be recommended for approval. The motion carried by the following vote:

Aye: 4 - Steve Kassens, Kevin Reilly, Eric E. Payne and Joe Pieper

Absent: 1 - Chad O'Donnell

8. Discussion and Recommendation to Council Regarding:

- A. [ID#23-7857](#) Review and act on the Wisconsin Department of Natural Resources

(WDNR) and City of Waukesha Department of Public Works Site access Agreement (ASQ Site ID: 55-133-0027).

Sponsors: Public Works

Attachments: [23-7857 BPW Agenda Cvr-WDNR Waukesha Access Agreement.pdf](#)
[23-7857 WDNR Waukesha Access Agreement Oct 2023.pdf](#)

A motion was made by Member Steve Kassens, seconded by Ald. Eric Payne, that the Wisconsin Department of Natural Resources (WDNR) and City of Waukesha Department of Public Works Site access Agreement (ASQ Site ID: 55-133-0027) be recommended for Council Consent. The motion carried by the following vote:

Aye: 4 - Steve Kassens, Kevin Reilly, Eric E. Payne and Joe Pieper

Absent: 1 - Chad O'Donnell

- B.** [ID#23-7858](#) Approve drainage easement between 707 Executive Place Holdings LLC and the City of Waukesha at 707 Executive Place LLC.

Sponsors: Public Works

Attachments: [23-7858 BPW Agenda Cover Sheet - Drainage Easement through SkyHigh Property.pdf](#)
[23-7858 Storm Water Easement-707 Executive Pl.pdf](#)

A motion was made by Member Steve Kassens, seconded by Ald. Joe Pieper, that the drainage easement between 707 Executive Place Holdings LLC and the City of Waukesha at 707 Executive Place LLC be recommended for Council Consent. The motion carried by the following vote:

Aye: 4 - Steve Kassens, Kevin Reilly, Eric E. Payne and Joe Pieper

Absent: 1 - Chad O'Donnell

- C.** [ID#23-7859](#) Approve Emergency Vehicle Access Agreement Easement between Continental 665 Fund, LLC, and the City of Waukesha.

Sponsors: Public Works

Attachments: [23-7859 BPW Agenda Cover Sheet - Fire Emergency Easement through Contental 665 Fund Property.pdf](#)
[23-7859 Fire Access Easement.pdf](#)
[23-7859 2827.00 CSM.pdf](#)
[23-7859 2827.00 EXHIBIT fire easement.pdf](#)

A motion was made by Ald. Eric Payne, seconded by Ald. Joe Pieper, that the Emergency Vehicle Access Agreement Easement between Continental 665 Fund, LLC, and the City of Waukesha. be recommended for Council Consent. The motion carried by the following vote:

Aye: 4 - Steve Kassens, Kevin Reilly, Eric E. Payne and Joe Pieper

Absent: 1 - Chad O'Donnell

- D. [ID#23-7860](#) Approve the Public Sidewalk Easement Agreement between Continental 665 Fund, LLC, and the City of Waukesha.

Sponsors: Public Works

Attachments: [23-7860 BPW Agenda Cover Sheet -Sidewalk Easement through Contental 665 Fund Property.pdf](#)
[23-7860 Sidewalk Easement.pdf](#)
[23-7860_2827.00 CSM.pdf](#)
[23-7860_2827.00 EXHIBIT sidewalk easement.pdf](#)

A motion was made by Member Steve Kassens, seconded by Ald. Eric Payne, that the Public Sidewalk Easement Agreement between Continental 665 Fund, LLC, and the City of Waukesha be recommended for Council Consent. The motion carried by the following vote:

Aye: 4 - Steve Kassens, Kevin Reilly, Eric E. Payne and Joe Pieper

Absent: 1 - Chad O'Donnell

9. Matter of Report

Director Damien reported that the asbestos removal and demolition of the Horizon Condominiums had found more asbestos than what was originally reported. Staff is working with the contractor to present a change order at the next meeting.

10. Communications and Referrals:

- A. [ID#23-7862](#) Official Notices: Bids to Close on Friday, November 3, 2023, at 11:00 a.m.
- 1) Demolition and Asbestos Abatement of 2525 Meadowbrook Road
 - 2) Fire Station 1 Replacement Generator and Transfer Switches
 - 3) Phosphorus Removal Chemical: Ferric Chloride or Polyaluminum Chloride Alternative
 - 4) Polymer

Attachments: [Official Notice_2023_Fire Station 1 Replacement Generator and Transfer Switches.pdf](#)
[Official Notice_Demolition and Asbestos Abatement of 2525 Meadowbrook Road.pdf](#)
[Official Notice_Ferric - Phosphorus_2023.pdf](#)
[Official Notice_Polymer_2023.pdf](#)

11. 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).