



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

Board of Public Works

Thursday, February 8, 2024

5:30 PM

Council Chambers, City Hall

1. Call to Order

Present 3 - Steve Kassens, Chad O'Donnell, and Kevin Reilly

Absent 2 - Eric E. Payne, and Joe Pieper

2. Public Comment

No Public Comments.

3. Approval of Minutes

A. [ID#24-8949](#) Approval of the January 18, 2024, Minutes.

Sponsors: Public Works

Attachments: [BPW Meeting Minutes 1-18-24-Final.pdf](#)

A motion was made by Vice Chair Kevin Reilly, seconded by Member Steve Kassens, that the January 18, 2024, Minutes be approved. The motion carried by the following vote:

Aye: 3 - Steve Kassens, Chad O'Donnell and Kevin Reilly

Absent: 2 - Eric E. Payne and Joe Pieper

4. RESOLUTIONS

A. [ID#24-8951](#) Review and act on two jurisdictional transfers between the City of Waukesha and Waukesha County for the transfer of Silvernail Road/CTH TJ and E. Broadway/CTH D.

Sponsors: Public Works

Attachments: [24-8951_BPW_Agenda_Cvr-Jurisdictional Transfer-Silvernail and Broadway.pdf](#)
[24-8951_Resolution - JT of Silvernail and Broadway.pdf](#)

[JTA CTH D to East Broadway County to City 12 21 23ADDED WHEREAS.pdf](#)
[JTA Silvernail Road City to County Waukesha JT 11 14 2023 \(002\).pdf](#)

A motion was made by Member Steve Kassens, seconded by Vice Chair Kevin Reilly, that the two jurisdictional transfers between the City of Waukesha and Waukesha County for the transfer of Silvernail Road/CTH TJ and E.

Broadway/CTH D be recommended for approval. The motion carried by the following vote:

Aye: 3 - Steve Kassens, Chad O'Donnell and Kevin Reilly

Absent: 2 - Eric E. Payne and Joe Pieper

5. Bids Received:

- A.** [ID#24-8955](#) Bids Received: Friday, February 2, 2024
Greenwood Avenue, Washington Avenue, Harrison Avenue, and Wilson Avenue Utility and Street Improvements

The Board of Public Works recommends that the low concrete bid from Advance Construction, Inc., in the amount of \$2,100,507.14, be awarded.

Sponsors: Public Works

Attachments: [Greenwood-Washington-Harrison-Wilson CONCRETE BT.pdf](#)

A motion was made by Member Steve Kassens, seconded by Vice Chair Kevin Reilly, that the low bid from Advance Construction, Inc., for the Greenwood Avenue, Washington Avenue, Harrison Avenue, and Wilson Avenue Utility and Street Improvements project be recommended for approval. The motion carried by the following vote:

Aye: 3 - Steve Kassens, Chad O'Donnell and Kevin Reilly

Absent: 2 - Eric E. Payne and Joe Pieper

6. Discussion and Recommendation to Council Regarding:

- A.** [ID#24-8756](#) Review and act on the Contract Amendment No. 1 with Strand Associates for the Biogas Purification and Sludge Drying with Facilities Enhancements project.

Sponsors: Public Works

Attachments: [24-8756_BPW Agenda Cvr-Strand-2024 Amendment 1.pdf](#)
[24-8756 Strand Design Contract Amendment 1.pdf](#)

Zach Eisner, Clean Water Plant Manager, presented this item. This amendment removes the biogas purification part of the project out of the scope and extends the completion date to December 31, 2024. The payment is reduced to \$811,000.00.

Vice Chair Reilly asked if at sometime in the future we choose to recoup the biogas, would this choice preclude the ability to capture the biogas in the future. Director Damien stated that the next phase of improvements will review the biogas purification again. Vice Chair Reilly asked if we capturing any of that potential, to which Manager Eisner responded we are currently capturing 30-40% of the potential.

A motion was made by Member Steve Kassens, seconded by Vice Chair Kevin Reilly, that the Contract Amendment No. 1 with Strand Associates, Inc., for the Biogas Purification and Sludge Drying with Facilities Enhancements project be

recommended for Council Consent. The motion carried by the following vote:

Aye: 3 - Steve Kassens, Chad O'Donnell and Kevin Reilly

Absent: 2 - Eric E. Payne and Joe Pieper

- B.** [ID#24-8954](#) Review and act on the Two-Party State Municipal Agreement between the City of Waukesha and the Wisconsin Department of Transportation for the Sunset Drive and Prairie Avenue Traffic Signal Reconstruct project, WisDOT Project ID: 2718-23-70.

Sponsors: Public Works

Attachments: [24-8954_BPW Agenda Cvr-Sunset & Prairie Traffic Signal SMA.pdf](#)
[24-8954_COW VOW Street Intersection Improvement Contract Village & City Signed 9.26.2023.pdf](#)
[24-8954_2718-23-00_70Prairie CWauk.pdf](#)

A motion was made by Member Steve Kassens, seconded by Vice Chair Kevin Reilly, that the Two-Party State Municipal Agreement between the City of Waukesha and the Wisconsin Department of Transportation for the Sunset Drive and Prairie Avenue Traffic Signal Reconstruct project, WisDOT Project ID: 2718-23-70 be recommended for Council Consent. The motion carried by the following vote:

Aye: 3 - Steve Kassens, Chad O'Donnell and Kevin Reilly

Absent: 2 - Eric E. Payne and Joe Pieper

- C.** [ID#24-8956](#) Review and act on the Two-Party Construction Agreement between Waukesha County and the City of Waukesha for the construction of non-participating items on the N. Grandview Blvd. resurfacing project, WisDOT Project ID 2717-04-70.

Sponsors: Public Works

Attachments: [24-8956_BPW Agenda Cvr-Waukesha County - Grandview Blvd Agreement.pdf](#)
[2717-04-70 - City ADA Work Agreement.pdf](#)

A motion was made by Member Steve Kassens, seconded by Vice Chair Kevin Reilly, that the Two-Party Construction Agreement between Waukesha County and the City of Waukesha for the construction of non-participating items on the N. Grandview Blvd. resurfacing project, WisDOT Project ID 2717-04-70 be recommended for Council Consent. The motion carried by the following vote:

Aye: 3 - Steve Kassens, Chad O'Donnell and Kevin Reilly

Absent: 2 - Eric E. Payne and Joe Pieper

- D.** [ID#24-8957](#) Review and act on Contract Change Order No. 1 with Super Western Inc. for the 2023 Delafield Street and Lemira Avenue Utility and Street Improvements project.

Sponsors: Public Works

Attachments: [24-8957 BPW Agenda Cvr-CCO1-Super Western-Delafield St.pdf](#)
[24-8957-CCO1-Super Western Delafield St.pdf](#)

Brandon Schwenn, City Engineer, presented this item.

A motion was made by Member Steve Kassens, seconded by Vice Chair Kevin Reilly, that the Contract Change Order No. 1 with Super Western Inc. for the 2023 Delafield Street and Lemira Avenue Utility and Street Improvements project be recommended for Council Consent. The motion carried by the following vote:

Aye: 3 - Steve Kassens, Chad O'Donnell and Kevin Reilly

Absent: 2 - Eric E. Payne and Joe Pieper

- E. [ID#24-8958](#) Review and act on the Storm Water Management Practice Maintenance Agreement between City of Waukesha and Kwik Trip for the property located at 2530 N. Grandview Blvd.

Sponsors: Public Works

Attachments: [24-8958 BPW Agenda Cvr-Kwik Trip Grandview SW Agreement.pdf](#)
[Kwik Trip - Grandview, SW Maintenance Agreement.pdf](#)

A motion was made by Member Steve Kassens, seconded by Vice Chair Kevin Reilly, that the Storm Water Management Practice Maintenance Agreement between City of Waukesha and Kwik Trip for the property located at 2530 N. Grandview Blvd. be recommended for Council Consent contingent upon final City Attorney approval. The motion carried by the following vote:

Aye: 3 - Steve Kassens, Chad O'Donnell and Kevin Reilly

Absent: 2 - Eric E. Payne and Joe Pieper

7. Approval of Payments

- A. [ID#24-8959](#) Approval of Payments

Sponsors: Public Works

Attachments: [_Payments 2-8-24.pdf](#)

A motion was made by Member Steve Kassens, seconded by Vice Chair Kevin Reilly, that the Payments be approved. The motion carried by the following vote:

Aye: 3 - Steve Kassens, Chad O'Donnell and Kevin Reilly

Absent: 2 - Eric E. Payne and Joe Pieper

8. Matter of Report

9. Communications and Referrals:

10. 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).