



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Final

### Board of Public Works

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Thursday, June 6, 2024

5:30 PM

Council Chambers, City Hall

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#### 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 comments.*

*Item #24-9903 taken out of order.*

#### Discussion and Recommendation to Council Regarding:

- D. [ID#24-9903](#) Installation of Concrete Sidewalk on Northview Road where it does not exist today, on both the north and south sides, from east of Pebble Creek to the existing sidewalk west of Pebble Valley Rd.

**Sponsors:** Public Works

**Attachments:** [24-9903 BPW Agenda Cvr-Northview Rd Preliminary Assessment](#)  
[BER Rev.pdf](#)  
[Northview Sidewalk Assessment.pdf](#)  
[NorthviewRoadSidewalkAssessment\\_v1.pdf](#)

*Ald. Rick Lemke spoke to the referral he made to the Board of Public Works. He stated that Northview Road, since it's reconstruction, has become a very busy byway. There are no sidewalks on the part that was the Town of Pewaukee 25 years ago. The Boarder Agreement prevented the installation of the sidewalk. A lot of kids that use Northview Road walk in the street and it has become dangerous. At the time of the reconstruction, residents chose not to put in sidewalks. The Boarder Agreement is over and he would like to continue with the installation of sidewalks as he believes it is a safety item. Ald. Bartels stated that he signed on to the referral because he frequents Northview Road and he sees families and kids and believes it's a safety concern for the districts, before someone gets hurt.*

*Brandon Schwenn, City Engineer, explained the exhibits. He stated the sidewalks were not installed in 2018 due to the Boarder Agreement in place at the time. Item presented today is to make a decision if we should move forward with the installation of sidewalks,*

*and secondly, there are two methods for payment for the installation by special assessment or special charge.*

*City Attorney Brian Running stated the City has the option of charging the improvement work to the abutting properties through the usual special assessment process or since this is strictly sidewalk work, there is a Statute that applies only to sidewalk work and provides another means of doing it. It would not be a special assessment, it would be a special charge. Either could be payable in installments over 10 years. He recommends staying with the familiar procedure with special assessment familiar with public hearing and final resolution before special assessment made. City has history from the Northview Road and expects push back from the residents. By using the special assessment procedures it provides a greater opportunity for them to be heard and allows better communication with the residents. He stated if the Board chooses to authorize and direct the placement of sidewalks in those areas, then its up to the Common Council as to which method is used to assess the property.*

**A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Installation of Concrete Sidewalk on Northview Road where it does not exist today, on both the north and south sides, from east of Pebble Creek to the existing sidewalk west of Pebble Valley Rd. be recommended for approval utilizing the Special Assessment process. The motion carried by the following vote:**

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

**Absent:** 1 - Chad O'Donnell

#### 4. Approval of Minutes

**A.**     [ID#24-9895](#)     Approve Minutes of May 23, 2024.

**Sponsors:** Public Works

**Attachments:** [BPW Meeting Minutes 5-23-24-Draft.pdf](#)

**A motion was made by Ald. Eric Payne, seconded by Member Kevin Reilly, that the Minutes of May 23, 2024, 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#24-9896](#)     Approval of Payments

**Sponsors:** Public Works

**Attachments:** [Payments 6-6-24.pdf](#)

**A motion was made by Ald. Joe Pieper, seconded by Chairperson Steve Kassens, 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. Discussion and Recommendation to Council Regarding:

- A. [ID#24-9898](#) Review of WDNR Compliance Maintenance Annual Report (CMAR) for the year 2023 and Adoption of Resolution by Common Council.

**Sponsors:** Public Works

**Attachments:** [24-9898-BPW\\_Agenda Cover Sheet - 2023 CMAR.pdf](#)  
[24-9898-2023 CMAR cover letter for BPW.pdf](#)  
[24-9898-2023 resolution for COMPLIANCE MAINTENANCE ANNUAL REPORT.pdf](#)  
[24-9898-CMAR2023.pdf](#)

*Zach Eisner, Clean Water Plant Manager, presented this item. Purpose of the report is to review and report on the Compliance Maintenance Annual Report for the Clean Water Plant. This is the 8 year in a row the Plant scored straight A's. Director Damien stated it was an overall a successful year for them even though the complications of the consolidation and construction project brought additional challenges.*

**A motion was made by Ald. Joe Pieper, seconded by Ald. Eric Payne, that the WDNR Compliance Maintenance Annual Report (CMAR) for the year 2023 and Adoption of Resolution by Common Council 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#24-9899](#) Review and act on the revised Two-Party State Municipal Agreement between the City of Waukesha and the Wisconsin Department of Transportation for the E. Moreland Blvd. Bridge project, WisDOT Project ID: 2718-00-73.

**Sponsors:** Public Works

**Attachments:** [24-9899\\_BPW\\_Agenda Cvr-WisDOT-SMA E Moreland Bridge.pdf](#)  
[24-9899-2718-00-08\\_78\\_03\\_73 EMorelandBlvd CofWaukeshaRev3.pdf](#)

**A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the revised Two-Party State Municipal Agreement between the City of Waukesha and the Wisconsin Department of Transportation for the E. Moreland Blvd. Bridge project, WisDOT Project ID: 2718-00-73. 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#24-9901](#) Review and act on Contract Change Order No. 3 with The MRD Group Inc. for the Demolition and Asbestos Abatement of 315 N. West Ave. project.

**Sponsors:** Public Works

**Attachments:** [24-9901-BPW Agenda Cvr-CO3-MRD-Demo 315 N West Ave.pdf](#)  
[24-9901-CCO3 for MRD Group-Demo 315 N West.pdf](#)

**A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Contract Change Order No. 3 with The MRD Group Inc. for the Demolition and Asbestos Abatement of 315 N. West Ave. project 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

7. Matter of Report

8. Communications and Referrals:

- A.** [ID#24-9905](#) Official Notices: Bids to Close on Friday, June 14, 2024, at 11:00 a.m.
- 1) 2024 Pavement Crackfilling
  - 2) Heyer Park Tennis Court Resurfacing
  - 3) New, Current Model Year, 5-6 Yard Dump Bodies with Plows, wings and Sanders installed on Chassis for Municipal Garage.

**Attachments:** [3 Official Notice 2024 Pavement Crackfilling.pdf](#)  
[3 Official Notice Heyer Park Tennis Court Resurfacing.pdf](#)  
[3 Official Notice 2024 Truck Body.pdf](#)

9. 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).