



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

City Council

Tuesday, May 1, 2018

6:30 PM

Council Chambers, City Hall
Use lower level glass door.

1. Administration of the Oath of Office- City Attorney
2. Roll Call

Council President Manion presided over the meeting in the Mayor's absence.

Present: 14 - Pieper, Bartels, Skinner, Cummings, Perry, C. Payne, Manion, Thieme, Johnson, Helgestad, Boyle, Rodriguez, Lemke and E. Payne

3. Pledge of Allegiance

4. Announcement of closed session pursuant to Wis. Stats. 19.85(1)(c), discuss the evaluation, 2018 goals and salary for the City Administrator.

5. Public Comment

Steve Edlund appeared and spoke about the impact of increased water rates.

6. Approval of Minutes

Present: 15 - Pieper, Bartels, Skinner, Cummings, Perry, C. Payne, Manion, Thieme, Johnson, Helgestad, Boyle, Rodriguez, Lemke, E. Payne and Wells

[ID#18-0643](#) Minutes from April 17, 2018

Attachments: [ccmn180417 draft](#)

A motion was made by Ald. Johnson, seconded by Ald. Thieme, to approve the Minutes from April 17, 2018. The motion carried by the following vote:

Aye: 15 - Pieper, Bartels, Skinner, Cummings, Perry, C. Payne, Manion, Thieme, Johnson, Helgestad, Boyle, Rodriguez, Lemke, E. Payne and Wells

Consent Agenda

Item #18-609 was removed from by Ald. Pieper. The remainder of the Consent Agenda passed by unanimous consent.

1. Other Boards and Commissions

[ID#18-0536](#) Approve Contract for Repainting Morris Water Tower

Attachments: [Memo regarding Morris Water Tower Repainting.pdf](#)
[Updated Memo regarding Morris Water Tower Repainting.docx](#)

[ID#18-0592](#) Approve proposed agreement with the Waukesha Tennis Association (WTA).

Attachments: [2018 Waukesha Tennis Association Contract.pdf](#)
[Waukesha Tennis Plan 2018.pdf](#)

[ID#18-0593](#) Approve proposed W. R. Oliver Youth Sports Complex Food & Non-Alcoholic Beverage Concession Services contract with Robert Eisenach, dba Head Enterprises.

Attachments: [Council Agenda Cover Sheet-WRO Concessions Contract- 2018.pdf](#)
[2018 WRO Concession RFP.pdf](#)
[2018 WRO Food and Beverage Contract.pdf](#)

[ID#18-0594](#) Approve proposed 2018 contract with Midwest Cycling Series to conduct Carl Zach Cycling Classic.

Attachments: [2018 Midwest Cycling Series Race Contract v1.pdf](#)
[Common Council Cover Sheet - CZ 2018.pdf](#)
[CZ Race Route Waukesha.pdf](#)

[ID#18-0598](#) Approve revised WE Energies supplemental easement request associated with Rivers Crossing Park.

Attachments: [Common Council Cover Sheet - Utility Easement Rivers Crossing Park.pdf](#)
[Rivers Crossing Charter Communication .pdf](#)
[Rivers Crossing Easement Map Spectrum 3-27-18 Permit.pdf](#)
[Rivers Crossing Easement Map We Energies 11-21-17.pdf](#)
[Rivers Crossing Park Supplemental Easement-rev2.pdf](#)

[ID#18-0600](#) Approve proposed 2018 contract with The Park Foundation of Waukesha, Inc. for beverage services at Cutler Park during the Carl Zach Cycling Classic Music Program.

Attachments: [Council Council Cover Sheet-Carl Zach Classic Music Beverage Sales 2018.pdf](#)
[Park Foundation Contract-Carl Zach 2018.pdf](#)
[Park Foundation-Class B License Application-CZ-2018.pdf](#)

[ID#18-0478](#) Approval of Resolution Supporting the Wisconsin Department of Transportation Request to Transfer Federal Congestion Mitigation and Air Quality (CMAQ) Funds from the Federal Highway Administration to the Federal Transit Administration on behalf of the City of Waukesha.

Attachments: [Agenda Cover Sheet -CMAQ Bus Fund Transfer.pdf](#)
[resolution-transit- 2018 CMAQ Transfer.pdf](#)

Resolution #R31-18

2. Plan Commission

[PC18-0042](#) 1116 E. Main Street - Certified Survey Map

Attachments: [15020_CSM_PRELIM_180321_T.pdf](#)
[Apartment units CSM Cover Sheet.pdf](#)

3. Standing Committees

A. Finance Committee - Ald. Pieper

[ID#18-0514](#) Review and act on a request to authorize the Mayor to sign an updated contract with the City of Delafield for technical rescue services and to sign updated contracts with communities that have existing technical rescue contracts with the City of Waukesha.

Attachments: [Cover sheet - Technical Rescue blanket approval.pdf](#)
[Letter regarding Technical Rescue.pdf](#)
[Technical rescue contracts.pdf](#)
[Technical Rescue Service Contract.pdf](#)

[ID#18-0519](#) Review and Act on the request to Transfer \$90,000 from Major Street Reconstruction (Org 2004) to Traffic Signal Replacement (Org 0052) for the Replacement of the Main Street and N. East Avenue Traffic Signal.

Sponsors: Public Works
Indexes: transfer; traffic signals; street reconstruction

Attachments: [Cover Sheet - East and Main TS Budget Transfer \(002\).pdf](#)

[ID#18-0605](#) Review and Act on a recommendation to carryover \$86,516 from 2017 to 2018 in the General Fund 100.

Sponsors: Finance
Indexes: Carryovers; General Fund

Attachments: [Cover Sheet - 2018 General Fund Carryover Request.pdf](#)
[2017 Summary of Carryover for Fund 100.pdf](#)

B. Building & Grounds Committee - Ald. E. Payne

[ID#18-0184](#) Please consider placing "No Overnight Truck Parking" signage on the east side of S. Prairie Avenue in the vicinity of School Drive. (Revised to be from 10:00 P.M. to 6:00 A.M. and from 240 feet south of School Drive to Mulberry Lane.)

Sponsors: Manion

Attachments: [18-0184 Admin Review to 3-6-18 CC Meeting.pdf](#)
[B&G Resolution RTC for the 5-1-18 CC Meeting CONSENT AGENDA.pdf](#)

Resolution #32-18

C. Ordinance & License Committee - Ald. Johnson

1. Licenses

[ID#18-0610](#) INVITED Bartender Applications - April 23, 2018

Attachments: [Bartenders 2018.04.23](#)

[ID#18-0611](#) Bartender Applications - April 23, 2018

Attachments: [Bartenders 2018.04.23](#)

[ID#18-0612](#) INVITED Other Applications - April 23, 2018 (With the exception of Albanese's, Cigarette Depot, Sunset Bowl)

Attachments: [Other Licenses 4.23.18](#)

[ID#18-0613](#) Other Applications - April 23, 2018

Attachments: [Other Licenses 4.23.18](#)

D. Human Resources - Ald. Thieme

E. Board of Public Works - Dr. Fred Abadi

[ID#18-0574](#) Resolution for preparing plans and specifications and to advertise for bids for the construction of the W. Sunset Drive Pavement Patching and Diamond Grinding project.

Sponsors: Public Works

Attachments: [18-0574_BPW Res_W Sunset Drive Pavement Patching and Diamond Grinding.pdf](#)
[18-0574_Sunset Drive Patching and Diamond Grinding Cover Sheet_Agenda Cover Sheet.pdf](#)

Resolution #33-18

[ID#18-0579](#) Review and act on the updated City of Waukesha Standard Construction Specifications - 2018 Edition, new Development Handbook, updated Construction Standard Details and new and updated Construction Administration Forms and authorize the Director of Public Works to amend these documents as necessary from time to time.

Sponsors: Public Works

Attachments: [18-0579_BPW_Cover_Sheet_-_Std_Specs_and_Developer's_Handbook_revised_AED.pdf](#)
[18-0579_-_Design_and_Construction_Manual_2018.pdf](#)

ID#18-0590 Review and act on Contract Change Order No. 1 with Musson Bros., Inc., for the River Valley Rd. Sanitary Sewer Extension and Fire Station No. 3 Access Rd. project.

Sponsors: Public Works

Attachments: [18-0590_BPW_Agenda_Cover_Sheet_-_Change_Order-Musson-FS3.pdf](#)
[18-0590_Contract_Change_Order_No_1_to_Musson_Bros_Credit_Signal_and_Manhole.pdf](#)

ID#18-0609 Resolution Opposing the Closing or Blocking of MacArthur Road to Accommodate Railroad Activities.

Sponsors: Public Works

Attachments: [18-0609_BPW_Resolution_-_Closure_of_MacArthur_Road.pdf](#)

This item was removed from the Consent Agenda and handled under the Board of Public Works report below.

End of Consent Agenda

7. New Business

ID#18-0637 INVITED Other Applications - Albanese's Roadhouse (Expansion of Premise)

Attachments: [Albanese_Expansion_of_Premise.pdf](#)

A motion was made by Ald. Johnson, seconded by Ald. Thieme, to approve Albanese's Roadhouse Extension of Premises for the Bocce Ball season on the nights it is played with back fees set at \$200 and approval of Expansion of Premise for patio area. The motion carried by the following vote:

Aye: 12 - Pieper, Bartels, Skinner, Cummings, C. Payne, Thieme, Johnson, Helgestad, Boyle, Lemke, E. Payne and Wells

Nay: 2 - Perry and Rodriguez

ID#18-0669 Approve resolution to discontinue and vacate remnant parcel of former Meadow Lane right of way.

Sponsors: Attorney's Office

Attachments: [Memo-CFT_Orphan_Parcel.pdf](#)
[Cover_Sheet-Meadow_Lane_Remnant.pdf](#)

A motion was made by Ald. Thieme, seconded by Ald. Johnson, to approve

Resolution #35-18 to discontinue and vacate remnant parcel of former Meadow Lane right of way and authorize the City Attorney to authorize signing of the correction document. The motion carried by the following vote:

Aye: 13 - Pieper, Skinner, Cummings, Perry, C. Payne, Thieme, Johnson, Helgestad, Boyle, Rodriguez, Lemke, E. Payne and Wells

Nay: 1 - Bartels

Reports

8. Other Boards and Commissions

A. Transit Commission Report - Dr. Fred Abadi

B. Water Utility Commission - Ald. Thieme

C. Information Technology Board Report - Ald. Skinner

Ald. C. Payne left the meeting early at 7:24 p.m. and was not present for any voting after this item.

D. Landmarks Commission Report - Ald. Boyle

E. Redevelopment Authority Report - Ald. Skinner

F. Parks, Recreation & Forestry Board Report - Ald. Johnson

G. Library Board Report - Ald. Helgestad

H. Cemetery Commission Report - Ald. Bartels

I. Waukesha Housing Authority Report - Ald. Rodriguez

J. Community Development Block Grant Committee Report - Jennifer Andrews

K. Public Art Committee Report - Ald. C Payne

9. Plan Commission - Jennifer Andrews

10. Standing Committees

A. Finance Committee Report - Ald. Pieper

B. Building & Grounds Committee Report - Ald. E. Payne

C. Ordinance & License Committee Report - Ald. Johnson

D. Human Resources Committee Report - Ald. Thieme

11. Board of Public Works Report - Dr. Fred Abadi

[ID#18-0575](#) Bids Received: Friday, April 13, 2018, at 11:00 A.M.
Resurfacing of Asphalt Streets - 2018

The Board of Public Works recommends that the low bid from Stark Pavement Corp. in the amount of \$1,246,755.36 be awarded.

Sponsors: Public Works

Attachments: [Resurfacing of Asphalt Streets.pdf](#)

A motion was made by Ald. Pieper, seconded by Ald. E. Payne, to approve the bid award for Resurfacing of Asphalt Streets - 2018 to Stark Pavement Corp. on their low bid in the amount of \$1,246,755.36. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Skinner, Cummings, Perry, Thieme, Johnson, Helgestad, Boyle, Rodriguez, Lemke, E. Payne and Wells

Absent: 1 - C. Payne

[ID#18-0576](#) Bids Received: Friday, April 13, 2018, at 11:00 A.M.
Westbound E. Moreland Bridge (B-67-248) Maintenance and Repairs

The Board of Public Works recommends that the low bid from Fahrner Asphalt Sealers, LLC, in the amount of \$64,692.77 be awarded.

Sponsors: Public Works

Attachments: [WB E Moreland Blvd Bridge Maintenance and Repairs.pdf](#)

A motion was made by Ald. E. Payne, seconded by Ald. Pieper, to approve the contract award for the Westbound E. Moreland Bridge (B-67-248) Maintenance and Repairs to Fahrner Asphalt Sealers, LLC, on their low bid in the amount of \$64,692.77. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Skinner, Cummings, Perry, Thieme, Johnson, Helgestad, Boyle, Rodriguez, Lemke, E. Payne and Wells

Absent: 1 - C. Payne

[ID#18-0577](#) Bids Received: Friday, April 13, 2018, at 10:00 A.M.
Main Street Reconstruction with Waukesha Water Utility

The Board of Public Works concurs with the Waukesha Water Commission to award the low bid from Zignego Company Inc. in the amount of \$3,282,725.40.

Sponsors: Public Works and Water Utility

Attachments: [Bid Summary- Main Street FINAL.pdf](#)

A motion was made by Ald. E. Payne, seconded by Ald. Pieper, to approve along with the Waukesha Water Utility the contract award for Main Street Reconstruction to Zignego Company Inc. on their low bid in the amount of \$3,282,725.40. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Skinner, Cummings, Perry, Thieme, Johnson, Helgestad, Boyle, Rodriguez, Lemke, E. Payne and Wells

Absent: 1 - C. Payne

12. Director of Public Works Report

[ID#18-0609](#) Resolution Opposing the Closing or Blocking of MacArthur Road to Accommodate Railroad Activities.

Sponsors: Public Works

Attachments: [18-0609 BPW Resolution - Closure of MacArthur Road.pdf](#)

A motion was made by Ald. Pieper, seconded by Ald. E. Payne to approve Resolution #34-18 Opposing the Closing or Blocking of MacArthur Road to Accommodate Railroad Activities. The motion passed unanimously.

13. City Attorney's Report

14. City Administrator's Report

[ID#18-0648](#) Report from the City Administrator

Attachments: [Admin Report 4-27-18](#)

15. Mayor's Report & Referrals

[ID#18-0644](#) Proclamation for Poppy Days

Attachments: [American Legion- Poppy Days 2018](#)

[ID#18-0645](#) Proclamation for Kids to Parks Day

Attachments: [Kids to Parks Day 2018](#)

[ID#18-0646](#) Waukesha County Law Enforcement Officer Memorial Ceremony

Attachments: [2018 Waukesha County LE Memorial Flyer \(002\)](#)

[ID#18-0647](#) Board and Commission Appointments

Attachments: [Letter for Council, April 26, 2018](#)
[Resume - April 2018](#)

Approve Board and Commission Appointments Amy Ridel to Park Rec

Aye: 13 - Pieper, Bartels, Skinner, Cummings, Perry, Thieme, Johnson, Helgestad, Boyle, Rodriguez, Lemke, E. Payne and Wells

Absent: 1 - C. Payne

16. Referrals

Ald. Eric Payne to Building and Grounds to please modify no parking zone in front of 476 NW Barstow. Move the No Parking sign from the power pole to the south side of the driveway of 476.

Ald. Cummings to Building and Grounds to please approve installation of cross walk markings on the north and west legs of the intersection of Rempe Drive and Penhurst way. Also install crosswalk warning signs on the north leg of the intersection.

Ald. Cummings to the HR Committee and the City Attorney's office and Ordinance and License to Amend 2.015 City Administrator (7) to add language to include that his or her review occur no later than the last day of February.

Ald. Skinner asked about his referral regarding a traffic flow.

17. Closed Session

[ID#18-0653](#)

A motion will be made pursuant to Wis. Stats. 19.85(1)(c) to go into closed session to discuss the evaluation, 2018 goals and salary for the City Administrator.

Meeting went into Recess at 8:03 p.m.

A motion was made by Ald. Pieper, seconded by Ald. Helgestad, to go into closed session pursuant to Wis. Stats. 19.85(1)(c) to discuss the evaluation, 2018 goals and salary for the City Administrator. The motion carried by the following vote:

Aye: 13 - Pieper, Bartels, Skinner, Cummings, Perry, Thieme, Johnson, Helgestad, Boyle, Rodriguez, Lemke, E. Payne and Wells

Absent: 1 - C. Payne

[ID#18-0654](#)

A motion will be made to reconvene in open session pursuant to Wis. Stats. 9.85(2) for possible additional discussion and/or action concerning matters discussed in closed session.

The meeting reconvened in open session at 8:50 p.m.

A motion was made by Ald. Thieme, seconded by Ald. Perry, to approve the salary increase for the City Administrator at 2% beginning January 1st and ending December 31, 2018. The motion carried by the following vote:

Aye: 9 - Pieper, Bartels, Skinner, Perry, Thieme, Helgestad, Boyle, Lemke and E. Payne

Nay: 4 - Cummings, Johnson, Rodriguez and Wells

Absent: 1 - C. Payne

18. Adjournment

Meeting adjourned at 8:52 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 Fred Abadi, 48 hours prior to the meeting at 524-3600, FAX 524-3898, or by the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request.