



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

Board of Public Works

Thursday, October 5, 2023

5:30 PM

Council Chambers, City Hall

1. Call to Order

Present 4 - Steve Kassens, Chad O'Donnell, Kevin Reilly, and Eric E. Payne

Absent 1 - Joe Pieper

2. Pledge of Allegiance

3. Public Comment

No public comments.

4. Approval of Minutes

A. [ID#23-7745](#) Approval of Minutes of September 21, 2023.

Sponsors: Public Works

Attachments: [BPW Meeting Minutes 9-21-23-Final.pdf](#)

A motion was made by Ald. Eric Payne, seconded by Member Steve Kassens, that this Minutes of September 21, 2023, be approved. The motion carried by the following vote:

Aye: 4 - Steve Kassens, Chad O'Donnell, Kevin Reilly and Eric E. Payne

Absent: 1 - Joe Pieper

5. Approval of Payments

A. [ID#23-7746](#) Approval of Payments

Sponsors: Public Works

Attachments: [_Payments 10-5-23.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: 4 - Steve Kassens, Chad O'Donnell, Kevin Reilly and Eric E. Payne

Absent: 1 - Joe Pieper

6. Bids Received:

- A. [ID#23-7747](#) Bids Received: Friday, September 29, 2023, at 11:00 A.M.
City Garage Sewer Lateral Rehabilitation

The Board of Public Works recommends that the only bid from Musson Bros. Inc. in the amount of \$93,000.00, be awarded.

Sponsors: Public Works

Attachments: [City Garage Sewer Lateral-BT.pdf](#)

A motion was made by Ald. Eric Payne, seconded by Member Steve Kassens, that the only bid from Musson Bros. Inc. for the City Garage Sewer Lateral Rehabilitation project be recommended for approval. The motion carried by the following vote:

Aye: 4 - Steve Kassens, Chad O'Donnell, Kevin Reilly and Eric E. Payne

Absent: 1 - Joe Pieper

7. Discussion and Authorization re:

- A. [ID#23-7758](#) Review and act on the request from Stephen Sinclair for a one-time sewer credit for 124 Garfield Ave..

Sponsors: Public Works

Attachments: [23-7758 BPW Agenda Cvr - Sewer Credit-124 Garfield Ave.pdf](#)

A motion was made by Ald. Eric Payne, seconded by Vice Chair Kevin Reilly, to approve the one-time sewer credit for 124 Garfield Ave. for Stephen Sinclair. The motion carried by the following vote:

Aye: 4 - Steve Kassens, Chad O'Donnell, Kevin Reilly and Eric E. Payne

Absent: 1 - Joe Pieper

- B. [ID#23-7759](#) Review and act on the request from Duane Mlachnik for a one-time sewer credit for 421 Prairie Song Ct..

Sponsors: Public Works

Attachments: [23-7759 BPW Agenda Cvr - Sewer Credit-421 Prairie Song Ct.pdf](#)

A motion was made by Member Steve Kassens, seconded by Vice Chair Kevin Reilly, to approve the one-time sewer credit for 421 Prairie Song Ct. for Duane Mlachnik. The motion carried by the following vote:

Aye: 4 - Steve Kassens, Chad O'Donnell, Kevin Reilly and Eric E. Payne

Absent: 1 - Joe Pieper

- C. [ID#23-7760](#) Review and act on the request from Michael and Leighann Marek for a one-time sewer credit for 1029 S. Grandview Dr..

Sponsors: Public Works

Attachments: [23-7760 BPW Agenda Cvr - Sewer Credit-1029 S Grandview Dr.pdf](#)

A motion was made by Ald. Eric Payne, seconded by Vice Chair Kevin Reilly, to approve the one-time sewer credit for 1029 S. Grandview Dr. for Michael and Leighann Marek. The motion carried by the following vote:

Aye: 4 - Steve Kassens, Chad O'Donnell, Kevin Reilly and Eric E. Payne

Absent: 1 - Joe Pieper

- D. [ID#23-7761](#) Review and act on the request from Chad and Monica McCain for a one-time sewer credit for 1036 W Cumberland Dr..

Sponsors: Public Works

Attachments: [23-7761 BPW Agenda Cvr - Sewer Credit-1036 W Cumberland.pdf](#)

A motion was made by Vice Chair Kevin Reilly, seconded by Member Steve Kassens, to approve the one-time sewer credit for 1036 W Cumberland Dr. for Chad and Monica McCain. The motion carried by the following vote:

Aye: 4 - Steve Kassens, Chad O'Donnell, Kevin Reilly and Eric E. Payne

Absent: 1 - Joe Pieper

- E. [ID#23-7762](#) Review and act on the request from David Wellner for a one-time sewer credit for 1840 Waterview Ln..

Sponsors: Public Works

Attachments: [23-7762 BPW Agenda Cvr - Sewer Credit-1840 Waterview Ln.pdf](#)

A motion was made by Ald. Eric Payne, seconded by Member Steve Kassens, to approve the one-time sewer credit for 1840 Waterview Ln. for David Wellner. The motion carried by the following vote:

Aye: 4 - Steve Kassens, Chad O'Donnell, Kevin Reilly and Eric E. Payne

Absent: 1 - Joe Pieper

- F. [ID#23-7763](#) Review and act on the request from Christina Saugstad for a one-time sewer credit for 3034 Rolling Ridge Dr..

Sponsors: Public Works

Attachments: [23-7763 BPW Agenda Cvr - Sewer Credit-3034 Rolling Ridge Dr.pdf](#)

A motion was made by Vice Chair Kevin Reilly, seconded by Member Steve Kassens, to approve the one-time sewer credit for 3034 Rolling Ridge Dr. for Christina Saugstad. The motion carried by the following vote:

Aye: 4 - Steve Kassens, Chad O'Donnell, Kevin Reilly and Eric E. Payne

Absent: 1 - Joe Pieper

- G. [ID#23-7764](#) Review and act on the request from Michael Porter for a one-time sewer

credit for 3701 Madison St..

Sponsors: Public Works

Attachments: [23-7764 BPW Agenda Cvr - Sewer Credit-3701 Madison St.pdf](#)

A motion was made by Ald. Eric Payne, seconded by Vice Chair Kevin Reilly, to approve the one-time sewer credit for 3701 Madison St. for Michael Porter. The motion carried by the following vote:

Aye: 4 - Steve Kassens, Chad O'Donnell, Kevin Reilly and Eric E. Payne

Absent: 1 - Joe Pieper

8. Matter of Report

9. Communications and Referrals:

- A. [ID#23-7748](#) Official Notice: Bids to Close on Friday, October 13, 2023, at 11:00 A.M. 2023 Area 1 & 2 Flood Mitigation Channel Improvements

Sponsors: Public Works

Attachments: [Official Notice Area 1 & 2.pdf](#)

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).