



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Board of Public Works

Thursday, October 20, 2022

5:30 PM

Council Chambers, City Hall

1. Call to Order

Present 3 - Steve Kassens, Eric E. Payne, and Joe Pieper

Absent 2 - Chad O'Donnell, and Kevin Reilly

2. Public Comment

No public comments.

3. Approval of Minutes

- A. [ID#22-4998](#) Approve Minutes of October 6, 2022.

Sponsors: Public Works

Attachments: [BPW Meeting Minutes 10-06-22-Draft](#)

A motion was made by Ald. Joe Pieper, seconded by Ald. Eric Payne, that the Minutes of October 6, 2022, be approved. The motion carried by the following vote:

Aye: 3 - Steve Kassens, Eric E. Payne and Joe Pieper

Absent: 2 - Chad O'Donnell and Kevin Reilly

4. Approval of Payments

- A. [ID#22-4999](#) Approval of Payments

Attachments: [Payments 10-20-22](#)

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

Aye: 3 - Steve Kassens, Eric E. Payne and Joe Pieper

Absent: 2 - Chad O'Donnell and Kevin Reilly

5. Discussion and Recommendation to Council Regarding:

- A. [ID#22-5000](#) Review and act on Contract Amendment No. 2 with JSD Professional Services for the Design and Construction Services for the Artificial Turf Installation at Frame Park Baseball Diamond and Mindiola Soccer Field

Project

Sponsors: Public Works

Attachments: [22-5000 BPW Agenda Cvr-JSD Amend 2-Artificial Turf Install Frame Park and Mindiola.pdf](#)
[22-5000 CONTRACT Amendement No 2-JSD Professional Services-Frame and Mindiola Parks.pdf](#)

Ron Grall, Parks, Recreation and Forestry Director, and Kevin Burn, JSD representative, were present. Mr. Grall stated that the funding is helping with this second field versus waiting for more money to do fields down the road. It includes proposed led lighting, fencing the perimeter and associated concrete work. Ald. Pieper asked for clarification on the Amendment amount which was corrected. He also asked about Terricon who is a subcontractor for JSD Terricon is the Geotechnical subcontractor.

A motion was made by Ald. Joe Pieper, seconded by Ald. Eric Payne, that the Contract Amendment No. 2 with JSD Professional Services for the Design and Construction Services for the Artificial Turf Installation at Frame Park Baseball Diamond and Mindiola Soccer Field Project be recommended for Council Consent. The motion carried by the following vote:

Aye: 3 - Steve Kassens, Eric E. Payne and Joe Pieper

Absent: 2 - Chad O'Donnell and Kevin Reilly

- B.** [ID#22-4913](#) Review and act on the revised Intergovernmental Agreement with Waukesha County regarding the Municipal Recycling Dividend Program.

Sponsors: Public Works

Attachments: [22-4913 Waukesha County Recycling IGA](#)
[22-4913 2022 Recycling Fund IGA](#)

Dustin Nolan, Recycling and Solid Waste Manager, presented this item. The Agreement is updated/revised from 2014 for 2023 through 2029. The revised Agreement improves upon the financial sustainability of the program. Since the beginning of the recycling dividend program, the City has received \$1.4m in recycling dividends from Waukesha County. In 2018 there was a halt on the dividend payments. Waukesha County worked with the City of Waukesha and other communities to revise the calculation and plan to create a more sustainable model. There is also the possibility of a new recycling tipping fee if the MRF fund dissipates below the agreed floor. The City would get advance notice of that for the future budget. Ald. Pieper asked when the dividend payment stopped in 2018, was there zero payment to anybody? Or, was there no money coming in at all? Mr. Nolan responded that there wasn't enough to pay out dividends. Annalise Smith, Recycling and Solid Waste Supervisor for Waukesha County came to the table to speak to the funding. Ms. Smith stated the MRF did receive funding in 2018 and out of there the County has to pay for processing the recyclables and operating costs. And, the County has to pay for residue - 10-20% of the tonnage. Residue can cause significant damage to the equipment. In 2018 or 2019, they were operating at a loss. The deficit was covered by the fund balance. Ald. Pieper asked if there is interest on the MRF fund balance and does it stay within the fund? Ms. Smith said yes it does. Ald. Pieper asked when we may see dividends again? Ms. Smith said the plan calls for dividends when the MRF fund is at \$3.5m - anything above is the dividend payment. In 2021, \$300k will be given back. Ald. Pieper asked if the County receives a dividend? Ms. Smith said the County does not.

A motion was made by Ald. Joe Pieper, seconded by Ald. Eric Payne, that the Intergovernmental Agreement with Waukesha County regarding the Municipal Recycling Dividend Program be recommended for Council Consent. The motion carried by the following vote:

Aye: 3 - Steve Kassens, Eric E. Payne and Joe Pieper

Absent: 2 - Chad O'Donnell and Kevin Reilly

6. Discussion and Authorization re:

- A. [ID#22-5003](#) Review and act on the request from the Waukesha Police Department for a one-time sewer credit for 1901 Delafield.

Sponsors: Public Works

Attachments: [22-5003 BPW Agenda Cvr-1901 Delafield Sewer Credit](#)

A motion was made by Ald. Joe Pieper, seconded by Ald. Eric Payne, to approve the one-time sewer credit for 1901 Delafield St. for the Waukesha Police Department. The motion carried by the following vote:

Aye: 3 - Steve Kassens, Eric E. Payne and Joe Pieper

Absent: 2 - Chad O'Donnell and Kevin Reilly

7. Matter of Report

8. Communications and Referrals:

- A. [ID#22-5004](#) Official Notices: Bids to Close on Friday, October 28, 2022, at 11:00 a.m.
1) Phosphorus Removal Chemical: Ferric Chloride or Polyaluminum Chloride Alternative
2) Polymer

Sponsors: Public Works

Attachments: [Official Notice_Ferric - Phosphorus_2023](#)
[Official Notice_Polymer_2023](#)

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.