



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

City Council

Tuesday, September 4, 2018

6:30 PM

Council Chambers, City Hall
Use lower level glass door.

1. Roll Call

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

Present: 12 - Pieper, Bartels, Skinner, Perry, C. Payne, Manion, Thieme, Johnson, Rodriguez, Lemke, E. Payne and Wells

Absent: 2 - Cummings and Helgestad

2. Pledge of Allegiance

3. Public Comment

Kirk Dunlap, 1221 Wedgewood Drive, spoke in favor of the Midiola Park Baseball Development.

John Thomas, 134 Douglass Avenue, spoke against the Buchner Pool development; should be postponed because of the cost to maintain.

Charlie Betker, 944 Oakland Avenue, spoke to the Baseball Project and hopes everyone follows standard procedures.

Larry Nelson, 201 North Prairie Avenue, spoke in favor of the Mindiola Park Baseball Development.

Chris Bauman, 1800 Tallgrass Circle, spoke to postponing votes on the Mindiola Park Baseball Development and a new City Hall.

Scott Anfinson, 802 Glen Ridge Court, spoke against the Mindiola Park Baseball Development for financial reasons.

4. Award Presentation

[ID#18-1295](#) Presentation by Police Chief Russell Jack of the Citation of Valor Award to Specialist Nathan Smidt and the Lifesaving Award to Officer Joseph Tolfa

5. Approval of Minutes

[ID#18-1288](#) Minutes from August 21, 2018

Attachments: [ccmn180821 draft](#)

A motion was made by Ald. Johnson, seconded by Ald. Thieme, to approve the Minutes from August 21, 2018. The motion carried by the following vote:

Aye: 11 - Pieper, Bartels, Skinner, Perry, C. Payne, Thieme, Johnson, Rodriguez, Lemke, E. Payne and Wells

Absent: 2 - Cummings and Helgestad

Consent Agenda

Item #: 18-1189 was removed by Ald. Thieme. The remainder of the Consent Agenda was passed as presented by unanimous consent.

1. Other Boards and Commissions

[ID#18-1066](#) Waukesha County Business-Approval of Purchase Service Agreement with Milwaukee Transport Services, Inc for Operation of Route 79

Attachments: [Agenda Cover Sheet -Approval of Service Agreement Milwaukee Transport Services.pdf](#)
[Contract-Transit-Route 79 Contract 2019-2023-draft.pdf](#)

[ID#18-1220](#) Approval of Amendment 4 to Transit Administration Services Agreement with Waukesha County

Attachments: [Agenda Cover Sheet -County Transit Administration Services Amendment.pdf](#)
[1504 Transit Admin Services Amendment 4.pdf](#)

[ID#18-1221](#) Approval of Resolution Authorizing the Filing of the 2018 Congestion Mitigation and Air Quality (CMAQ) Grant

Attachments: [Agenda Cover Sheet -Approval of Resolution to Authorize Filing of CMAQ Grant.pdf](#)
[Resolution - CMAQ Grant 2018.pdf](#)

Resolution #: 58-18

[ID#18-1222](#) Approval of Proposed Service Changes Effective Monday, October 15th, 2018

Attachments: [Agenda Cover Sheet -Fall Service Changes-Revisions to Rt 9 and bus stop changes.pdf](#)
[rt9outbound woodburn10-15-18.jpg](#)

2. Plan Commission

[PC18-0104](#) Therm Tech, 301 Travis Lane - Final Site Plan & Architectural Review

Attachments: [A1.1.pdf](#)
[A2.1.pdf](#)
[A2.2.pdf](#)
[CJE1830R1.dwg](#)
[CJE1830R1-C1.0.pdf](#)
[CJE1830R1-C2.0.pdf](#)
[CJE1830R1EX-SV1.0.pdf](#)
[D1.1.pdf](#)
[Document3.docx](#)
[T1.pdf](#)
[ThermTech exterior light fixture cut sheet.pdf](#)
[Waukesha ThermTech PC Application.pdf](#)
[Revised L1.0 Thermtech \(180729\).pdf](#)
[Revised L1.1 Thermtech \(180729\).pdf](#)
[Revised 180727 Keller Thermtech-A2.1.pdf](#)
[Revised 180727 Keller Thermtech-A2.2 - Color Gray.pdf](#)
[Therm Tech Cover Sheet.pdf](#)
[COUNCIL COVER SHEET Therm Tech Cover Sheet.pdf](#)

PC18-0105 Waukesha Commerce & Industrial Center - Certified Survey Map

Attachments: [CSM - First Draft.pdf](#)
[Waukesha Commerce - CSM Application.pdf](#)
[Waukesha Commerce Aerial Map.pdf](#)
[Waukesha Commerce Cover Sheet.pdf](#)

3. Standing Committees

A. Finance Committee - Ald. Pieper

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

ID#18-1176 Please approve installation of School Bus Stop or Pedestrian Crossing signs and installation of crosswalk pavement markings at intersection of Sentinel Drive & Madera Street near Sentinel Park.

Sponsors: Cummings

Attachments: [18-1176 Admin Cover- School Bus Crossing.pdf](#)
[B&G Resolution RTC for the 9-4-18 CC Meeting CONSENT AGENDA.pdf](#)

Resolution #: 59-18

[ID#18-1177](#) Please approve installation of a Yield Sign on westbound E. Sunset Drive right turn to Tenny Avenue.

Sponsors: Johnson

Attachments: [18-1177 Admin Cover-Yield sign on WB Sunset.pdf](#)

[B&G Resolution RTC for the 9-4-18 CC Meeting CONSENT AGENDA.pdf](#)

[ID#18-1178](#) Please approve installation of an All Way stop at the intersection of Butler Drive & Harvest Lane.

Sponsors: Thieme

Attachments: [18-1178 Admin Cover-Stop at Butler and Harvest.pdf](#)

[B&G Resolution RTC for the 9-4-18 CC Meeting CONSENT AGENDA.pdf](#)

C. Ordinance & License Committee - Ald. Johnson

1. Licenses

[ID#18-1270](#) INVITED Bartender Applications - August 27, 2018

Attachments: [Bartenders 2018.08.27](#)

[ID#18-1271](#) Bartender Applications - August 27, 2018

Attachments: [Bartenders 2018.08.27](#)

[ID#18-1273](#) Other Applications - August 27, 2018

Attachments: [Other Licenses 2018.08.27](#)

D. Human Resources - Ald. Thieme

[ID#18-1189](#) Review and approve changes to Human Resources Policy E-2 - Vehicle Collision Control & Accident Reporting

Attachments: [E2 - DRAFT - 8-16-18.doc](#)

This item was removed from Consent and handled under the Human Resources Report.

[ID#18-1192](#) Review and approve changes to Human Resources Policy E-3 - Loss Prevention Program

Attachments: [E3 - DRAFT - 8-9-18.pdf](#)

E. Board of Public Works - Dr. Fred Abadi

[ID#18-1234](#) Resolution for preparing plans and specifications and to advertise for bids

for the construction of a Schuetze Building Floor Replacement project.

Sponsors: Public Works

Attachments: [18-1234 BPW Res Schuetze Floor Replacement.pdf](#)

Resolution #: 60-18

ID#18-1236 Review and act on Consulting Services for the Fox River Sediment Study and Saratoga Dam Inspection.

Sponsors: Public Works

Attachments: [18-1236 BPW Agenda Cover Sheet -Dredging and Dam Project Fox River.pdf](#)

End of Consent Agenda

6. New Business

ID#18-1035 Review and Act on a request to use the funds originally approved for the multi factor authentication project on the advanced threat protection project.

Attachments: [Cover Sheet - Advanced Threat Protection.pdf](#)

Ald. Perry stepped out, and was not present for the vote.

A motion was made by Ald. Pieper, seconded by Ald. Thieme, to approve the use of funds originally approved for the multi factor authentication project on the advanced threat protection project. The motion carried by the following vote:

Aye: 10 - Pieper, Bartels, Skinner, C. Payne, Thieme, Johnson, Rodriguez, Lemke, E. Payne and Wells

Absent: 3 - Cummings, Perry and Helgestad

ID#18-1267 Review and act on a recommendation to approve the Mindiola Park contract

Sponsors: City Administrator

Attachments: [Mindiola Park Contract 8.28.2018](#)
[Updated- Waukesha-Big Top Contract 9.4.2018](#)
[Mindiola Park Proposal.pdf](#)

A motion was made by Ald. Pieper, seconded by Ald. Johnson, to approve the Mindiola Park contract as presented subject to City Attorney's final review and approval of the contract. The motion carried by the following vote:

Aye: 9 - Pieper, Bartels, Skinner, Perry, C. Payne, Thieme, Johnson, E. Payne and Wells

Nay: 2 - Rodriguez and Lemke

Absent: 2 - Cummings and Helgestad

ID#18-1289 Review and act on updated City Strategic Plan**Sponsors:** City Administrator**Attachments:** [Strategic Plan - Final Version](#)*Meeting went into Recess at 7:41 pm.**Meeting Reconvened at 7:53 p.m.*

A motion was made by Ald. Skinner, seconded by Ald. Lemke, to adopt the updated City Strategic Plan as presented. The motion carried by the following vote:

Aye: 11 - Pieper, Bartels, Skinner, Perry, C. Payne, Thieme, Johnson, Rodriguez, Lemke, E. Payne and Wells

Absent: 2 - Cummings and Helgestad

ID#18-1292 Review and act on contract with GovHR to conduct recruitment for a new Human Resources Director**Sponsors:** City Administrator**Attachments:** [Agenda Cover Sheet - GovHRUSA](#)
[Waukesha WI - HR Director](#)

A motion was made by Ald. Skinner, seconded by Ald. Johnson, to approve the contract with GovHR to conduct recruitment for a new Human Resources Director. The motion carried by the following vote:

Aye: 11 - Pieper, Bartels, Skinner, Perry, C. Payne, Thieme, Johnson, Rodriguez, Lemke, E. Payne and Wells

Absent: 2 - Cummings and Helgestad

Reports

7. Other Boards and Commissions

A. Transit Commission Report - Dr. Fred Abadi

B. Water Utility Commission - Ald. Thieme

C. Information Technology Board Report - Ald. Manion

D. Landmarks Commission Report - Ald. Rodriguez

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. Cummings
- I. Waukesha Housing Authority Report - Ald. Rodriguez
- J. Community Development Block Grant Committee Report - Jennifer Andrews
- K. Public Art Committee Report - Ald. C Payne
- 8. Plan Commission - Jennifer Andrews
- 9. Standing Committees
 - A. Finance Committee Report - Ald. Pieper
 - B. Building & Grounds Committee Report - Ald. E. Payne
 - C. Ordinance & License Committee Report - Ald. Johnson

[ID#18-1167](#) Review and act on the proposed City of Waukesha Mailbox Repair and Replacement Policy.

Sponsors: Public Works

Attachments: [18-1167 City of Waukesha Mailbox Policy BPW Agenda Cover Sheet.pdf](#)
[Proposed Mailbox Policy.pdf](#)
[Ordinance 6.125-Mailboxes.pdf](#)

A motion was made by Ald. Johnson, seconded by Ald. E. Payne to approve the proposed City of Waukesha Mailbox Repair and Replacement Policy.

No vote took place on this motion.

[Amended Motion] A motion was made by Ald. Perry, seconded by Ald. Rodriguez to change the timeframe from 48 hours to 7 days and change the cap on the amount to "actual cost."

No vote took place on this motion.

A motion was made by Ald. E. Payne, seconded by Ald. Johnson, to approve sending Item back to the Board of Public Works meeting.

A motion was made by Ald. C. Payne, seconded by Ald. E. Payne to CALL THE QUESTION. The motion carried by the following vote:

Aye: 9 - Pieper, Bartels, Skinner, Perry, C. Payne, Thieme, Johnson, E. Payne and Wells

Nay: 2 - Rodriguez and Lemke

Absent: 2 - Cummings and Helgestad

[Voting on Motion] A motion was made by Ald. E. Payne, seconded by Ald. Johnson, to approve sending this item back to the Board of Public Works at a

date to be determined. The motion passed by the following vote:

Aye: 9 - Pieper, Bartels, Skinner, Perry, C. Payne, Thieme, Johnson, E. Payne and Wells

Nay: 2 - Rodriguez and Lemke

Absent: 2 - Cummings and Helgestad

D. Human Resources Committee Report - Ald. Thieme

[ID#18-1189](#) Review and approve changes to Human Resources Policy E-2 - Vehicle Collision Control & Accident Reporting

Attachments: [E2 - DRAFT - 8-16-18.doc](#)

Hold Item #18-1189: Review and approve changes to Human Resources Policy E-2 - Vehicle Collision Control & Accident Reporting

[ID#18-1229](#) Bids Received: Friday, August 17, 2018, at 11:00 A.M.
2018 Spot Sealing

The Board of Public Works recommends that the low bid from Crack Filling Service, Corp., in the amount of \$54,000.00 be awarded.

Sponsors: Public Works

Attachments: [Bid Tab_Spot Sealing.pdf](#)

A motion was made by Ald. E. Payne, seconded by Ald. Pieper to approve the bid award for 2018 Spot Sealing to Crack Filling Service, Corp., on their low bid in the amount of \$54,000.00. The motion carried by the following vote:

Aye: 11 - Pieper, Bartels, Skinner, Perry, C. Payne, Thieme, Johnson, Rodriguez, Lemke, E. Payne and Wells

Absent: 2 - Cummings and Helgestad

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

11. Director of Public Works Report

12. City Attorney's Report

13. City Administrator's Report

[ID#18-1287](#) Report from the City Administrator

Attachments: [Admin Report 8-31-18](#)

14. Mayor's Report & Referrals

[ID#18-1286](#) Board and Commission Appointments

Attachments: [Letter for Council, September 4, 2018](#)

[Martin Larson resume](#)

[NGlumm 2018 resume](#)

A motion was made by Ald. Thieme, seconded by Ald. Johnson, to approve the appointments of Paul Kasproicz to Library Board, Greg Zinda to Water Utility Commission, Richard Hanson to Administrative Review Appeals Board, Martin Larson to Landmarks Commission, and Natalie Glumm to Board of Zoning appeals. The motion carried by the following vote:

Aye: 11 - Pieper, Bartels, Skinner, Perry, C. Payne, Thieme, Johnson, Rodriguez, Lemke, E. Payne and Wells

Absent: 2 - Cummings and Helgestad

15. Referrals

Ald. Skinner asked for update on railroad crossing.

No others

16. Adjournment

Adjourned at 9:09 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 or by the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request.