



City of Waukesha

Waukesha City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

City Council

Thursday, April 3, 2025

6:00 PM

Council Chambers, City Hall

1. Roll Call

Present: 11 - Mike Chrisien, Doreen Wigderson, Joe Pieper, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Alicia Halvensleben, Dean D. Lemke, Rick R. Lemke, Frank McElderry and Peter Bartels

Absent: 4 - Eric E. Payne, Jack Wells, Mike Anderson and Cory C. Payne

2. Pledge of Allegiance

3. Farewell and thank you to Ald. Bartels, Ald. Payne and Ald. McElderry

4. Announcement of Closed Session pursuant to Wisconsin Statutes §19.85(1)(c), for the purpose of considering employment, promotion, compensation, and other terms and conditions of employment or performance evaluation data of any public employee over which the governing body has jurisdiction or exercises responsibility, to-wit: City Administrator's Performance Review.

5. Public Comment

Lisa Salb, 434 Madison St., spoke on upcoming projects.

6. Approval of Minutes

A. [ID#25-00557](#) Minutes from March 18th, 2025

Attachments: [CCmn03.18.2025 Draft](#)

A motion was made by Ald. D. Lemke, seconded by Ald. R. Lemke, to approve the Minutes from the March 18th, 2025 meeting. The motion carried by the following vote:

Aye: 11 - Mike Chrisien, Doreen Wigderson, Joe Pieper, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Alicia Halvensleben, Dean D. Lemke, Rick R. Lemke, Frank McElderry and Peter Bartels

Absent: 4 - Eric E. Payne, Jack Wells, Mike Anderson and Cory C. Payne

Consent Agenda

1. Other Boards and Commissions

A. Parks, Recreation and Forestry Board

- A. [ID#25-00497](#) Review and act on (recommendation to Common Council) proposed Beverage Services Contract with Steelhead Aleworks, LLC for 2025 Independence Day Fireworks Show at Lowell Park.
- Attachments:** [Cover Sheet Steelhead Aleworks LLC 7.3.25](#)
[Parks-Beverage Service Contract-Steelhead Aleworks July 3.2025](#)
- B. [ID#25-00498](#) Review and act on (recommendation to Common Council) proposed Beverage Services Contract with Raised Grain Brewing Company, LLC for 2025-2027 Tribute Tuesday Concert events.
- Attachments:** [Cover Sheet Raised Grain TT Service 2025](#)
[Parks-Beverage Service Contract-Raised Grain 2025-2027](#)
- C. [ID#25-00507](#) Review and act on (recommendation to Common Council) proposed Recreation Program Services contracts.
- Attachments:** [Cover Sheet Recreation Service Contracts](#)
[Cover Sheet Recreation Service Contracts](#)
[Challenge Island of Greater Milwaukee 2025](#)
[Hopkins Sports Camps LLC 2025](#)
[Kellar Dance Studio Contract 2025](#)
[Orange Shoe Fitness 2025](#)
[Tae Kwon Do Contract 2025](#)
[Tree Top Explorer LLC 2025](#)
- D. [ID#25-00508](#) Review and act on (recommendation to Common Council) proposed 2025 Waukesha Oktoberfest Event Vendor Agreements.
- Attachments:** [Cover Sheet Oktoberfest 2025](#)
[2025 Oktoberfest-Firstline Forge LLC](#)
[2025 Oktoberfest-KAI O D KARVINGS LLC](#)
[2025 Waukesha Lions Club Oktoberfest Agreement-](#)
[2025Mama Ducky's Desserts Oktoberfest Agreement-DRAFT](#)
[2025Sunrise Rotary Oktoberfest Agreement](#)
[2025Waukesha Citizens Police Academy Association](#)
[2025 18 Acres Oktoberfest Agreement-](#)
[2025 Bo's Schnitzelbunker Oktoberfest Agreement-](#)
[2025 Kleines Bayern Oktoberfest Agreement](#)
[2025 Oktoberfest - Nailbenders Carpentry Glockenspiel](#)
- E. [ID#25-00509](#) Review and act on (recommendation to Common Council) proposed Drone Light Show Contract (Waukesha Oktoberfest) with BCI

Entertainment, LLC.

Attachments: [Cover Sheet BCI Entertainment LLC drone shows Oktoberfest 2025](#)
[BCI Entertainment LLC Drone Show Contract Oktoberfest 2025](#)

- F. [ID#25-00510](#) Review and act on (recommendation to Common Council) proposed 2025 Springs Park usage contract with the Waukesha YMCA..

Attachments: [Common Council Cover Sheet - YMCA Contract 2025](#)
[YMCA-Springs Park Contract 2025](#)

- G. [ID#25-00542](#) Review and act on (recommendation to Common Council) proposed Recreation Services Contract with In The Park, LLC.

Attachments: [Common Council Cover Sheet - In the Park LLC 2025](#)
[Frame Park Boathouse In the Parks Agreement-2025](#)
[RFP Contacts 2025](#)
[RFP Frame Park Rec Services 2025](#)

2. Plan Commission

- A. [PC25-0009](#) Certified Survey Map - 101 W. Sunset Drive - A request from Sunset East LLC to approve a 2-lot CSM over approximately 3.088 acres of land in anticipation of the future development of a Starbucks Café at the Presidents Plaza shopping center along the south side of Sunset Dr. just west of East Avenue.

Attachments: [Cover Sheet- CSM, 101 W Sunset Drive](#)
[20250206 MSA REVIEW CSM25-00002](#)
[101 W Sunset Drive CSM Project Reviews](#)
[CSM-SBX Presidents Plaza-February 17th 2025](#)

3. Standing Committees

A. Finance Committee - Ald. Pieper

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

C. Ordinance & License Committee - Ald. P. Wuteska

1. Licenses

- A. [ID#25-00529](#) Invited Application: Gyro House Class "B" Beer and "Class C" Liquor (wine only) License Application
- B. [ID#25-00530](#) Invited Application: Dollar General #21577 Class "A" Beer and "Class C" Liquor (wine only) License Application

C. [ID#25-00527](#) Other Applications

Attachments: [Other Applications- 3.24.25](#)

D. Human Resources - Ald. Chrisien

E. Board of Public Works - Alex Damien

- A. [ID#25-00496](#) Review and act on the storm sewer and drainage easements and agreement for the Area 7 Flood Mitigation project with the School District of Waukesha subject to City Attorney review..

Sponsors: Public Works

Attachments: [25-00496-BPW Agenda Cover-Storm Sewer & Drainage Easements, School District of Wauk](#)
[25-00496-North Highschool Drainage Easement Overview](#)
[Flood Mitigation and Drainage Improvement Agreement with Exhibits](#)

- B. [ID#25-00516](#) Review and act on the Agreement with Legacy Recycling, LLC, to host 2025 residential E-Waste and Appliances drop off events.

Sponsors: Public Works

Attachments: [25-00516-BPW Cover-2025 E-Waste Events Agreement](#)
[2025 Contract - Ewaste Collection Events](#)

- C. [ID#25-00517](#) Review and act on the Agreement with Strongbox Document Destruction for 2025 paper shredding events.

Sponsors: Public Works

Attachments: [25-00517-BPW Cover-2025 Paper Shredding Events](#)
[2025 Contract - Paper Shred Events](#)

End of Consent Agenda

The Consent Agenda was approved by unanimous consent, with no items removed.

7. New Business

- A. [ID#25-00556](#) Review and act on a term sheet outlining TIF assistance to Mandel Group related to the proposed project at 130, 200 and 318 Delafield St.

Attachments: [Final Mandel term sheet](#)
[Mandel term sheet coversheet](#)

A motion was made by Ald. Pieper, seconded by Bartels, to approve the term sheet outlining TIF assistance to Mandel Group related to the proposed project at 130, 200 and 318 Delafield St. The motion carried by the following vote:

Aye: 9 - Doreen Wigderson, Joe Pieper, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Alicia Halvensleben, Dean D. Lemke, Rick R. Lemke and Peter Bartels

Nay: 2 - Mike Chrisien and Frank McElderry

Absent: 4 - Eric E. Payne, Jack Wells, Mike Anderson and Cory C. Payne

- B.** [ID#25-00569](#) Review and act on a short term contract to provide inspection services to the City of Brookfield.

Attachments: [Brookfield Inspection Contract Coversheet](#)
[Inspection Services Intermunicipal Agreement Waukesha \(002\)](#)

A motion was made by Ald. Halvensleben, seconded by Ald. Moltzan, to approve the short term contract to provide inspection services to the City of Brookfield. The motion carried by the following vote:

Aye: 11 - Mike Chrisien, Doreen Wigderson, Joe Pieper, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Alicia Halvensleben, Dean D. Lemke, Rick R. Lemke, Frank McElderry and Peter Bartels

Absent: 4 - Eric E. Payne, Jack Wells, Mike Anderson and Cory C. Payne

- C.** [ID#25-00572](#) Consider approval of a draft Historic Preservation Conservation Easement for a portion of the property at 130 Delafield St.

Attachments: [Cover Sheet - Historic Preservation Conservation Easement](#)
[Historic Preservation Conservation Easement Draft](#)

A motion was made by Ald. Moltzan, seconded by Bartels, to approve a draft Historic Preservation Conservation Easement for a portion of the property at 130 Delafield St. The motion carried by the following vote:

Aye: 11 - Mike Chrisien, Doreen Wigderson, Joe Pieper, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Alicia Halvensleben, Dean D. Lemke, Rick R. Lemke, Frank McElderry and Peter Bartels

Absent: 4 - Eric E. Payne, Jack Wells, Mike Anderson and Cory C. Payne

- D.** [ID#25-00501](#) Review and act on (recommendation to Common Council) proposed Street Median Island Mowing and Trimming, 2-Year (2025 & 2026) Services Contract with The Happy Mower.

Attachments: [2025 Median mowing council cover letter](#)
[2025 City Street Median Mowing Contract](#)

A motion was made by Ald. Pieper, seconded by Ald. D. Lemke, to approve the proposed Street Median Island Mowing and Trimming, 2-Year (2025 & 2026) Services Contract with The Happy Mower, with the understanding there will be communication with Waukesha County. The motion carried by the following vote:

Aye: 11 - Mike Chrisien, Doreen Wigderson, Joe Pieper, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Alicia Halvensleben, Dean D. Lemke, Rick R. Lemke, Frank McElderry and Peter Bartels

Absent: 4 - Eric E. Payne, Jack Wells, Mike Anderson and Cory C. Payne

8. Public Hearing

9. Action on Public Hearing

Reports

10. Other Boards and Commissions

A. Transit Commission Report - Alex Damien

B. Water Utility Commission - Ald. Bartels

C. Information Technology Board Report - Ald. Manion

D. Landmarks Commission Report - Ald. Moltzan

E. Redevelopment Authority Report - Ald. R. Lemke

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

G. Library Board Report - Ald. Halvensleben

H. Cemetery Commission Report - Ald. C. Payne

I. Waukesha Housing Authority Report - Ald. Pieper

J. Community Development Block Grant Committee Report - Jennifer Andrews

K. Public Art Committee Report - Ald. Moltzan

11. Plan Commission - Jennifer Andrews

12. Standing Committees

A. Finance Committee Report - Ald. Pieper

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

C. Ordinance & License Committee Report - Ald. P. Wuteska

A. [ID#25-00531](#) Invited Application: Bartender Application for Joseph A. Porter

A motion was made by Ald. Wuteska, seconded by Ald. Halvensleben, to approve the Bartender Application for Joseph A. Porter. The motion failed by the following vote:

Aye: 5 - Doreen Wigderson, Daniel Manion, Paul Wuteska, Alicia Halvensleben and Dean D. Lemke

Nay: 6 - Mike Chrisien, Joe Pieper, Elizabeth Moltzan, Rick R. Lemke, Frank McElderry and Peter Bartels

Absent: 4 - Eric E. Payne, Jack Wells, Mike Anderson and Cory C. Payne

D. Human Resources Committee Report - Ald. Chrisien

13. Board of Public Works Report - Alex Damien

- A. [ID#25-00487](#) Review and act on the Resolution for DNR Urban Nonpoint Source and Stormwater Management Grant for Stormwater Quality Management Plan Update.

Sponsors: Public Works

Attachments: [25-00487-BPW_Agenda Cover-DNR UNPS Grant](#)
[25-00487-2025 DNR Governmental Responsibility Resolution - Urban nonpoint source stormwater grant](#)

A motion was made by Ald. Pieper, seconded by Ald. Halvensleben, to approve the Resolution for DNR Urban Nonpoint Source and Stormwater Management Grant for Stormwater Quality Management Plan Update. The motion carried by the following vote:

Aye: 11 - Mike Chrisien, Doreen Wigderson, Joe Pieper, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Alicia Halvensleben, Dean D. Lemke, Rick R. Lemke, Frank McElderry and Peter Bartels

Absent: 4 - Eric E. Payne, Jack Wells, Mike Anderson and Cory C. Payne

- B. [ID#25-00488](#) Bids Received: Friday, March 14, 2025, at 11:00 a.m.
2025 Asphalt Street Resurfacing and Utility Improvements

The Board of Public Works recommends that the low bid from Payne and Dolan, Inc., in the amount of \$7,298,487.54 for the Base Bid and Alternate #1 be awarded.

Sponsors: Public Works

Attachments: [2025 Resurfacing - BT](#)

A motion was made by Ald. Pieper, seconded by Ald. Halvensleben, to approve the low bid from Payne and Dolan, Inc., in the amount of \$7,298,487.54 for the Base Bid and Alternate #1. The motion carried by the following vote:

Aye: 11 - Mike Chrisien, Doreen Wigderson, Joe Pieper, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Alicia Halvensleben, Dean D. Lemke, Rick R. Lemke, Frank McElderry and Peter Bartels

Absent: 4 - Eric E. Payne, Jack Wells, Mike Anderson and Cory C. Payne

- C. [ID#25-00489](#) Bids Received: Friday, March 14, 2025, at 11:00 a.m.

2025 Area 7 Flood Mitigation Channel and Storage Improvements

The Board of Public Works recommends that the low bid from Edgerton Contractors, Inc., in the amount of \$1,942,624.00, be awarded.

Sponsors: Public Works

Attachments: [2025 Area 7 Flood Mitigation Channel and Storage](#)

A motion was made by Ald. Pieper, seconded by Ald. Halvensleben, to approve the low bid from Edgerton Contractors, Inc., in the amount of \$1,942,624.00. The motion carried by the following vote:

Aye: 11 - Mike Chrisien, Doreen Wigderson, Joe Pieper, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Alicia Halvensleben, Dean D. Lemke, Rick R. Lemke, Frank McElderry and Peter Bartels

Absent: 4 - Eric E. Payne, Jack Wells, Mike Anderson and Cory C. Payne

14. Director of Public Works Report

15. City Attorney's Report

16. City Administrator's Report

17. Mayor's Report & Referrals

A. [ID#25-00558](#) Proclamations

Attachments: [Monarch Butterfly Month- 2025 Proclamation](#)
[Public Safety Telecommunicators Week - 2025 Proclamation](#)
[Sexual Assault Awareness Month- 2025 Proclamation](#)
[National Library Week - 2025 Proclamation](#)
[Linda Gourdoux Thank You 2025](#)

18. Referrals

There was a referral from Ald. Halvensleben.

19. Closed Session

A. [ID#25-00280](#) Discuss City Administrator's performance evaluation.

A motion was made by Ald. Alicia Halvensleben, seconded by Ald. Joe Pieper, to approve Closed Session pursuant to Wisconsin Statutes §19.85(1)(c), for the purpose of considering employment, promotion, compensation, and other terms and conditions of employment or performance evaluation data of any public employee over which the governing body has jurisdiction or exercises responsibility, to-wit: City Administrator's Performance Review. The motion carried by the following vote:

Aye: 11 - Mike Chrisien, Doreen Wigderson, Joe Pieper, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Alicia Halvensleben, Dean D. Lemke, Rick R. Lemke, Frank McElderry and Peter Bartels

Absent: 4 - Eric E. Payne, Jack Wells, Mike Anderson and Cory C. Payne

20. Reconvene in open session

Meeting reconvened in open session at 8:06pm.

A. [ID#25-00573](#) Possible discussion and/or action on matters discussed in closed session.

A motion was made by Ald. R. Lemke, seconded by Ald. Halvensleben, to approve the increase in the City Administrators salary at 4%, retroactive to January 1, 2025 with no other changes to the contract. The motion carried by the following vote:

Aye: 9 - Mike Chrisien, Doreen Wigderson, Joe Pieper, Daniel Manion, Elizabeth Moltzan, Paul Wuteska, Alicia Halvensleben, Rick R. Lemke and Frank McElderry

Nay: 2 - Dean D. Lemke and Peter Bartels

Absent: 4 - Eric E. Payne, Jack Wells, Mike Anderson and Cory C. Payne

21. Adjournment

The meeting adjourned at 8:08pm.

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 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).