



# City of Waukesha

Waukesha City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Draft

### Board of Public Works

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Thursday, March 20, 2025

5:30 PM

Council Chambers, City Hall

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#### 1. Call to Order

**Present** 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne, and Joe Pieper

#### 2. Pledge of Allegiance

#### 3. Public Comment

*No public comment.*

#### 4. Approval of Minutes

##### A. [ID#25-00485](#) Approve Minutes of March 6, 2025.

**Sponsors:** Public Works

**Attachments:** [BPW Meeting Minutes 03-06-25-Draft](#)

**A motion was made by Ald. Eric Payne, seconded by Ald. Joe Pieper, that the Minutes of March 6, 2025, be approved. The motion carried by the following vote:**

**Aye:** 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne and Joe Pieper

#### 5. Approval of Payments

##### A. [ID#25-00486](#) Approval of Payments

**Sponsors:** Public Works

**Attachments:** [Payments 3-20-25](#)

**A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Payments be approved. The motion carried by the following vote:**

**Aye:** 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne and Joe Pieper

#### 6. RESOLUTIONS

##### 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. Eric Payne, seconded by Member Kevin Reilly, that the Resolution for DNR Urban Nonpoint Source and Stormwater Management Grant for Stormwater Quality Management Plan Update be recommended for approval to the City Council. The motion carried by the following vote:

**Aye:** 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne and Joe Pieper

## 7. Bids Received:

- A.** [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. Joe Pieper, seconded by Member Kevin Reilly, that the low bid from Payne and Dolan, Inc., for the 2025 Asphalt Street Resurfacing and Utility Improvements project be recommended for approval. The motion carried by the following vote:

**Aye:** 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne and Joe Pieper

- B.** [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. Joe Pieper, seconded by Member Kevin Reilly, that the low bid from Edgerton Contractors, Inc., for the 2025 Area 7 Flood Mitigation Channel and Storage Improvements project be recommended for approval. The motion carried by the following vote:

**Aye:** 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne and Joe Pieper

## 8. Discussion and Recommendation to Council Regarding:

- 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](#)

**A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the storm sewer and drainage easements and agreement for the Area 7 Flood Mitigation project with the School District of Waukesha be recommended for Council Consent, subject to City Attorney review. The motion carried by the following vote:**

**Aye:** 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne and Joe Pieper

- B.** [ID#25-00514](#) Review and approve updated Residential Garbage and Recycling Regulations.

**Sponsors:** Public Works

**Attachments:** [25-00514-BPW Cover-2025 Residential Garbage and Recycling Regulations Update](#)  
[DRAFT Residential Garbage and Recycling Regulations March 2025](#)

**A motion was made by Ald. Joe Pieper, seconded by Ald. Eric Payne, that the updated Residential Garbage and Recycling Regulations be approved. The motion carried by the following vote:**

**Aye:** 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne and Joe Pieper

- C.** [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](#)

**A motion was made by Ald. Pieper, seconded by Member Reilly, that the Agreement with Legacy Recycling, LLC, to host 2025 residential E-Waste and Appliances drop off events be recommended for Council Consent. The motion carried by the following vote:**

**Aye:** 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne and Joe Pieper

- D.** [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](#)

**A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Agreement with Strongbox Document Destruction for 2025 paper shredding**

events and amended to give flexibility to do the paper shred event the same day as the electronics events from 9am to noon. be recommended for Council Consent. The motion carried by the following vote:

**Aye:** 5 - Steve Kassens, Chad O'Donnell, Kevin Reilly, Eric E. Payne and Joe Pieper

## 9. Matter of Report

*Director Damien updated the Board on the picking up of recycling carts.*

## 10. Communications and Referrals:

- A.** [ID#25-00490](#) Official Notices: Bids to Close on Friday, March 28, 2025, at 11:00 a.m.:
- 1) 2025 Asphalt Street Utility Repairs - City Wide
  - 2) Badger Drive Bus Wash Replacement
  - 3) Cemetery Admin Building HVAC Replacement (Rebid)
  - 4) Prairie Home Cemetery Autumn Garden Fountain Improvements
  - 5) Les Paul Performance Center Improvements
  - 6) Gascoigne Drive and Peters Drive Utility and Street Improvements

**Sponsors:** Public Works

**Attachments:** [Official Notice 2025 Asphalt Street Repairs](#)  
[Official Notice 2025 Badger Drive Bus Wash Replacement](#)  
[Official Notice 2025 Cemetery Admin Building HVAC Replacement - REBID](#)  
[Official Notice 2025 Cemetery Autumn Garden Fountain Improvements](#)  
[Official Notice Gascoigne & Peters](#)  
[Official Notice Les Paul Performance Center](#)

## 11. 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).