



City of Waukesha

Waukesha City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

Board of Public Works

Thursday, November 6, 2025

5:30 PM

Council Chambers, City Hall

1. Call to Order

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

2. Pledge of Allegiance

3. Public Comment

No public comment

4. Approval of Minutes

A. [ID#25-02443](#) Approve Minutes of October 23, 2025.

Sponsors: Public Works

Attachments: [BPW Meeting Minutes 10-23-25-Final](#)

A motion was made by Ald. Eric Payne, seconded by Member Kevin Reilly, that the Minutes of October 23, 2025, be approved. The motion carried by the following vote:

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

5. Approval of Payments

A. [ID#25-02445](#) Approval of Payments

Sponsors: Public Works

Attachments: [Payments 11-6-25](#)

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

6. Discussion and Recommendation to Council Regarding:

A. [ID#25-02446](#) Review and possible action on the Contract for Traffic Engineering and Project Management Services for 2025, 2026 and 2027.

Sponsors: Public Works

Attachments: [BPW-25-02446-Agenda Cvr-Traffic Engineering Services](#)

A motion was made by Ald. Eric Payne, seconded by Ald. Joe Pieper, that the Contract for Traffic Engineering and Project Management Services for 2025, 2026 and 2027 be recommended for Council Consent. The motion carried by the following vote:

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

- B.** [ID#25-02457](#) Review and possible action on the Contract for Snow and Ice Removal on select routes throughout the City of Waukesha for the 2025-2026 season.

Sponsors: Public Works

Attachments: [BPW-25-02457-Agenda Cvr-Snow and Ice Removal
2025 Snow Removal Services RFP 1](#)

A motion was made by Ald. Joe Pieper, seconded by Ald. Eric Payne, that the Contract for Snow and Ice Removal on select routes throughout the City of Waukesha for the 2025-2026 season be recommended for Council Consent. The motion carried by the following vote:

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

7. Matter of Report

Director Damien reported that leaf collection is going well. The first round is done and the second collection on starts on Monday, November 17.

8. Communications and Referrals:

- A.** [ID#25-02458](#) Official Notices: Bids to Close on Friday, November 14, 2025, at 11:00 a.m.
1) Clean Water Plant - Phosphorus Removal Chemical: Ferric Chloride or Ferric Sulfate Alternative
2) Clean Water Plant - Polymer

Sponsors: Public Works

Attachments: [Official Notice-CWP-Ferric Chloride](#)
[Official Notice-CWP-Polymer 2026](#)

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. 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).