



# City of Waukesha

Waukesha City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Draft

### Board of Public Works

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Thursday, September 18, 2025

5:30 PM

Council Chambers, City Hall

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#### 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 comments.*

#### 4. Approval of Minutes

##### A. [ID#25-02142](#) Approve Minutes of September 4, 2025.

**Sponsors:** Public Works

**Attachments:** [BPW Meeting Minutes 09-04-25-Final](#)

A motion was made by Ald. Eric Payne, seconded by Member Kevin Reilly, that the Minutes of September 4, 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#25-02143](#) Approval of Payments

**Attachments:** [Payments 9-18-25](#)

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. Bids Received:

##### A. [ID#25-02144](#) Bids Received: Friday, September 12, 2025, at 11:00 a.m. South Street Parking Ramp Structural Repairs - Rebid

The Board of Public Works recommends that the Base Bid and Alternates No. 1 and No. 2 be awarded to the low bidder, Cy-Con, Inc., in the amount

of \$176,200.00.

**Sponsors:** Public Works

**Attachments:** [South Street Parking Ramp Structural Repairs-BT](#)

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the low bid from Cy-Con, Inc., for the South Street Parking Ramp Structural Repairs project be recommended for approval. The motion carried by the following vote:

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

## 7. Discussion and Recommendation to Council Regarding:

- A. [ID#25-02145](#) Review and possible action on the On-Call Engineering and Operations Support Services Contract with SmithGroup, Inc., for the Clean Water Plant.

**Sponsors:** Public Works

**Attachments:** [BPW-25-02145-Cover Sheet-SmithGroup Consulting Contract](#)

A motion was made by Chairperson Steve Kassens, seconded by Member Kevin Reilly, that the On-Call Engineering and Operations Support Services Contract with SmithGroup, Inc., for the Clean Water Plant, 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#25-02146](#) Review and possible action on the consulting contract for the Ruben Drive Sanitary Pump Station Replacement Design Services.

**Sponsors:** Public Works

**Attachments:** [BPW 25-02146-Cover Sheet-Ruben PS Design RFP](#)

A motion was made by Ald. Joe Pieper, seconded by Ald. Eric Payne, that the consulting contract for the Ruben Drive Sanitary Pump Station Replacement Design Services 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

- C. [ID#25-02147](#) Review and possible action on Contract Change Order No. 1 with LaLonde Contractors, Inc., for the Gascoigne Drive and Peters Drive Utility and Street Improvements Project.

**Sponsors:** Public Works

**Attachments:** [BPW-25-02147-Cover Sheet-Change Order-LaLonde-Gascoigne & Peters](#)

A motion was made by Ald. Eric Payne, seconded by Member Kevin Reilly, that the Contract Change Order No. 1 with LaLonde Contractors, Inc., for the Gascoigne Drive and Peters Drive Utility and Street Improvements project 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

- D. [ID#25-02160](#) Review and possible action on the RAISE grant agreement between the United States Department of Transportation (USDOT) and the City of Waukesha for the bike and pedestrian bridges over USH18/STH59 and USH18/STH59/STH164.

**Sponsors:** Public Works

**Attachments:** [BPW 25-02160-Cover Sheet-RAISE-BUILD Grant Agreement](#)

**A motion was made by Member Kevin Reilly, seconded by Vice Chair Chad O'Donnell, that the RAISE Grant Agreement between the United States Department of Transportation (USDOT) and the City of Waukesha for the bike and pedestrian bridges over USH18/STH59 and USH18/STH59/STH164 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

8. Matter of Report

9. Communications and Referrals:

*Director Damien informed the Board of the tour of the Clean Water Plant for, Friday, September 19, at 10:00 a.m. if anyone is interested. Also, Public Works will be releasing information soon on the upcoming leaf pick-up.*

10. 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).