

**VILLAGE OF PEWAUKEE  
PUBLIC WORKS AND SAFETY COMMITTEE MINUTES  
MAY 13, 2025**

**1. Call to Order, Pledge of Allegiance, Moment of Silence, and Roll Call**

Member Grabowski called the meeting to order at approximately 5:00 p.m. The Pledge of Allegiance was recited, followed by a moment of silence.

Roll Call was taken with the following Committee members present: Member Ed Hill, Member Laurin Miller, Member Nick Wellenstein, Member Patrick Wunsch, and Member Jim Grabowski.

Members Absent: Member Mark Grabowski

Also Present: Village Attorney, Matt Gralinski; Village Administrator, Matt Heiser; Village Public Works Director, Dave Buechl, and Village Clerk, Jenna Peter.

**2. Approval of Minutes of Previous Meeting – March 4, 2025**

**Member Miller moved, seconded by Member Hill to approve the March 4, 2025, minutes of the Public Works and Safety Committee meeting as presented.**

**Motion carried 5-0.**

**3. Citizen Comments – No Comments**

**4. Old Business**

**a. Discussion and possible action to resolve storm sewer obstruction at 219 Park Avenue  
No action taken.**

**b. Discussion and possible action to review ownership and maintenance responsibilities for alley located west of Main Street, east of Lake Street, and south of Park Avenue**

Administrator Heiser explained a title search was done for this alley. There was no indication that the Village ever vacated that right-of-way. The Engineer also reviewed the legal description of Shirdi Sai and it did not include the alley way. Village Staff notified the church staff that the Village will be resuming maintenance of the alley.

**No action taken.**

**c. Discussion and possible action regarding 2025 Street Program. Update status of project bidding and questions to WDOT for concrete medians at Oakton railroad crossing.**

Director Buechl explained three projects are being designed, with the Village able to afford only two of them. The western portion of the W. Wisconsin project might need to be removed to get the project under budget. Buechl further explained that the intersection at Capitol and Oakton has been ruled as dangerous. The OCR is requiring the medians be extended out on each side. This would result in semi-trucks not being able to turn left or right at that intersection. Vehicles on Clark St would also not be able to turn left onto Oakton.

J. Grabowski reiterated that this was a safety requirement from the OCR and will not hold up the quiet zone.

Consensus of the Commission to move the median portion of the project into 2026 to wait to see if funding for the median will be provided by the Wisconsin DOT.

## 5. New Business

### a. **Discussion and possible action regarding Change Order #1 from Mid-City Plumbing at Well #4 HMO Treatment project. – Presented out of order after item 5g.**

Buechl explained this item was discussed initially at the October 1, 2024, meeting. The project was bid out without final approval to connect the sanitary sewer discharge to the Lake Pewaukee Sanitary District. The additional costs are due to revising and relocating the sanitary sewer discharge and additional electrical work resulting in a change order of \$75,294.61.

**Member Hill moved, seconded by Member Miller to approve the change order no 1 for Mid-City Corp in the amount of \$75,294.61.**

**Motion carried 5-0.**

### b. **Discussion and possible action regarding request from Gethsemane Church at 642 Main Street for Village to pay overtime portion of invoice for repair of water service break**

Buechl explained there was a water service main break at 642 Main Street on December 6, 2024. The break happened on a Friday. Mid-City Plumbing was called to repair the break and ended up coming out on a Saturday. The church was sent an invoice in the amount of \$9,070.20 for the work. The church is requesting the Village pay for the overtime portion of the bill which would be approximately \$1,182. The Village policy is that the Village maintains the water service to the curb stop/valve and the property owner is responsible for the section from the curb stop/valve to the building.

**Member Hill moved, seconded by Member Wellenstein to deny the overtime portion reimbursement charges for Gethsemane Church.**

**Motion carried 5-0.**

### c. **Discussion and possible action regarding request from Patricia Hribik at 219 Orchard Avenue for Village to pay for concrete carriage walk to be added instead of flag stone walk.**

Buechl explained a curb and gutter project from 2024 was recently completed in that area. The homeowner is asking the Village to remove her flagstone carriage walk and replace with concrete. The Village's policy is to replace with the same material as what was there before. The owner believes since the sidewalk is in the right-of-way, the Village should pay for it.

**Member Hill moved, seconded by Member Wunsch to deny the request from 219 Orchard Ave**  
**Motion carried 5-0.**

### d. **Discussion and possible action regarding grease identified in sanitary sewer along W. Wisconsin Avenue at lake front.**

Buechl stated staff was cleaning manholes last fall and they noticed a lot of grease along W. Wisconsin Ave. It was jetted out and cleaned at that time. Recently, while checking the manholes, there is now more grease. Buechl explained this could be because the grease traps in the abutting businesses are not being maintained or the business does not have one installed.

The Committee directed Staff direction to find out who has a grease trap and when the last time it was maintained.

**No action taken.**

### e. **Discussion and possible action regarding request to refund deposit to PLM for Right-Of-Way Permit application for work at 203 W. Wisconsin Avenue**

Buechl stated that PLM has asked this be removed.

**No action taken.**

**f. Discussion and possible action regarding sanitary sewer televising videos being added to Village GIS.**

J. Grabowski explained he had brought this to the previous Village Administrator and Public Works Director. At one point it was in the budget and he would like to pursue this project still.

Wunsch mentioned it might pick up some laterals that are not in use.

**No action taken.**

**g. Discussion and possible recommendation to the Village Board on 2024 Fire/EMS fee appeal for parcel tax key PWV 0903106, 1088 Quail Ct. (owner KKNN Quail LLC). – Presented out of order before 5a.**

Administrator Heiser explained Chapter 93 establishing the Fire/EMS Protection Fee allows property owners to file an appeal for the fee. Property owners can appeal the determination of the ESE's and state the amount of the fee that the applicant considers to be appropriate. The applicant has the opportunity to present evidence to support their appeal. The Public Works & Safety Committee can review the appeal materials submitted and make a recommendation to the Village Board on whether to grant or deny the appeal. The Village has allowed in the past for property owners to bypass this step and go straight to the Village Board, however the property owner chose not to waive this preliminary hearing.

Attorney Gralinski stated the Committee will review information that the applicant has submitted as part of their appeal. The Committee needs to determine if the ESE's assigned are fair and reasonable in accordance with the Ordinance.

James Cadd @ KKNN Quail LLC (applicant) provided to the Committee a spreadsheet that was prepared by Matt Stark from Baker Tilly and believes that the calculations were inaccurate. Mr. Cadd stated the only variable used to create these fees were calls for service and anticipated calls and the basis of the ESE is an inaccurate number.

Hill stated that the Village contracts with the City and the Village is subject to what their cost is. Hill believes the way the ordinance was written was applied correctly.

J. Grabowski agreed with Hill that Mr. Cadd's property has 135 units and was therefore charged 135 ESE's. The ordinance was applied correctly.

**Member Miller moved, seconded by Member Wunsch to deny the appeal for KKNN Quail LLC to the Village Board.**

**Motion carried 5-0.**

**6. Adjournment**

**Member Miller moved, seconded by Member Wunsch, to adjourn the May 13, 2025, Public Works & Safety Committee meeting at approximately 6:22 p.m.**

**Motion carried 5-0.**

Respectfully Submitted,

Jenna Peter  
Village Clerk