

Parks, Buildings and Grounds Commission Meeting Agenda



February 10, 2025 - 5:30 PM
Mayor's Conference Room
3805 S. Casper Dr.

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
3. **APPROVAL OF MINUTES**
 - A. 01/13/25 Meeting Minutes
4. **NEW BUSINESS**
 - A. Discussion and possible recommendation to the Common Council for the approval of Resolution 2025-03 Amending the 2025 Capital Projects Budget to purchase two turf mowers.
 - B. Discussion and possible recommendation to Common Council to award the Fire Station #4 Generator Replacement Project to the most responsive and responsible bidder, Pieper Electric, Inc., in the amount of \$122,493.00. The total project cost, including contingencies, is not to exceed \$123,000.00 from account 04251300 61514 C2022.
5. **UPDATES**
6. **ADJOURN**

Additional Information

- The agenda packet, including supplemental information related to agenda items, is available online at www.NewBerlinWI.gov. Once finalized by the governing body, approved meeting minutes will also be posted online.
- Agenda items may be taken out of order at the governing body's discretion.
- Members, and possibly a quorum, of other municipal governmental bodies may attend this meeting to gather information. However, no action will be taken by any governmental body other than the one referenced in this notice.
- Accommodations will be provided under the Americans with Disabilities Act (ADA) to meet the needs of individuals with disabilities. If you require assistance or appropriate aids and services, please contact the Office of the City Clerk at (262) 786-8610 with reasonable notice.

Parks, Buildings and Grounds Commission MEETING MINUTES



January 13, 2025 - 5:30 PM
Mayor's Conference Room
3805 S. Casper Dr.

Please note: Minutes are unofficial until approved at the next scheduled meeting.

MINUTES

1. CALL TO ORDER

Alderman La Fever called the meeting to order at 5:30 PM.

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Alderman La Fever took the roll call as follows:

Present: Mayor Ament, Commissioner Ferrante, Commissioner Rafel, Commissioner Wicichowski, Alderperson La Fever,

Staff Present: Director of Public Works Lucas Pichler, Deputy Director of Public Works Mike Eder, Parks Supervisor Josh Fabian, and Facilities Supervisor Bob Loochauis

3. APPROVAL OF MINUTES

MOTION: Motion to Approve November 19th, 2024, Meeting Minutes

VOTE: Motion by: Commissioner Wicichowski
Second by: Commissioner Ferrante
Motion Passed 5-0

A. 11/19/24 PB&G Meeting Minutes

4. NEW BUSINESS

A. Discussion and possible recommendation to the Common Council for the approval of Resolution 25-02 - A Resolution Amending the 2025 Capital Projects Budget to purchase a trailer for transporting an urban mower with a gross weight of less than 10,000 pounds.

MOTION: Motion to Approve the recommendation to the Common Council for the approval of Resolution 25-02 - A resolution amending the 2025 Capital Projects Budget to purchase a trailer for transporting an urban mower with a gross weight of less than 10,000 pounds.

VOTE: Motion by: Commissioner Wicichowski
Second by: Commissioner Rafel
Motion Passed 5-0

B. Discussion and possible recommendation to the Common Council for the approval of Resolution 25-01 - A Resolution Amending the 2025 Capital Projects Budget to purchase a dozer blade skid steer attachment.

MOTION: Motion to Approve the recommendation to the Common Council for the approval of Resolution 25-01 - A resolution amending the 2025 Capital Projects Budget to purchase a dozer blade skid steer attachment.

VOTE: Motion by: Commissioner Ferrante
Second by: Commissioner Wicichowski
Motion Passed 5-0

- C.** Discussion and possible recommendation to Common Council to approve a donation agreement between the New Berlin Pumas Select Baseball Corporation and the City of New Berlin for a field reconditioning project at the Buena Park West Baseball Field.

MOTION: Motion to Approve the recommendation to the Common Council for the approval of a donation agreement between the New Berlin Pumas Select Basketball Corporation and the City of New Berlin for a field reconditioning project at the Buena Park West Baseball Field.

VOTE: Motion by: Commissioner Wicichowski
Second by: Commissioner Ferrante
Motion Passed 5-0

- D.** Discussion and possible recommendation to the Common Council for the approval of signage within Malone Park restricting dogs from within the playground area and requiring dogs to be on a leash in all other areas of the park.

MOTION: Motion to Approve the recommendation to the Common Council for the approval of signage within Malone Park restricting dogs from within the playground area and requiring dogs to be on a leash in all other areas of the park.

VOTE: Motion by: Commissioner Wicichowski
Second by: Commissioner Ferrante
Motion Passed 5-0

5. UPDATES

Parks Supervisor Josh Fabian gave updates on ongoing projects.

6. ADJOURN

MOTION: Motion to Adjourn the meeting at 5:50 PM.

VOTE: Motion by: Commissioner Wicichowski
Second by: Commissioner Ferrante
Motion Passed 5-0

Respectfully Submitted,
Robert T. Rafel MBA
PB&G Commission Secretary

RESOLUTION NUMBER 2025-03

A RESOLUTION AMENDING THE 2025 CAPITAL PROJECTS BUDGET

WHEREAS, the City is desirous to purchase two mowers and mower parts. The requested funds are from budget accounts for equipment purchases that have been completed under budget, and will allow the City to complete the purchase of this equipment.

WHEREAS, It was determined that the Capital Projects Budget had to be amended to accomplish these goals.

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of New Berlin that the Capital Projects Fund Budget be amended as follows:

EXPENDITURES - Increase

04251300-61319-C2025	MOWERS AND PARTS	\$22,000
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EXPENDITURES - Decrease

04059100-61213-2023	ONE TON TRUCK	\$22,000
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BE IT FURTHER RESOLVED that the City Clerk is hereby directed to publish this resolution in the The Freeman within 10 days of adoption by the Common Council.

RESOLUTION ADOPTED by the New Berlin Common Council this 25th day of February 2025.

David Ament, Mayor

Countersigned:

Rubina R Medina, City Clerk



REQUESTED ACTION STATEMENT

DATE: February 3, 2025

TO: Mayor
Common Council
Parks, Buildings, & Grounds Commission

FROM: Michael Eder – Deputy Director of Public Works

ISSUE: Resolution Amending the 2025 Capital Projects Budget

REQUESTED:

Recommend to Common Council to approve Resolution 2025-03 Amending the 2025 Capital Projects Budget.

FISCAL IMPACT:

Funding Source:

EXPENDITURES - Increase

04241300-61319-C2025	MOWERS AND PARTS	\$22,000
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EXPENDITURES - Decrease

04059100-61213-2023	ONE TON TRUCK	\$ 22,000
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RATIONALE:

The Department of Public Works Parks Division would like to transfer funds for the purpose of purchasing two turf mowers. The mowers would add one large mower to our fleet for large parkland areas. The second mower will be for around smaller hard to maneuver locations near park equipment and city buildings. In 2025 the Department requested two mowers as part of the CIP budget, but one mower was approved. This fund transfer will allow the Department to purchase two mowers, which will reduce the future CIP budget request. The source of funds is a past CIP account which has been completed, and the funds are no longer necessary in that account.



REQUESTED ACTION STATEMENT

DATE: January 30, 2025

TO: Mayor
Common Council
Parks, Buildings and Grounds Commission

FROM: Lucas Pichler – Director of Public Works

ISSUE: Fire Station #4 Generator Replacement Project

REQUESTED:

Recommend to Common Council to award the Fire Station #4 Generator Replacement Project to the most responsive and responsible bidder, Pieper Electric, Inc., in the amount of \$122,493.00. The total project cost, including contingencies, is not to exceed \$123,000.00 from account 04251300 61514 C2022.

FISCAL IMPACT:

Funding Source:

CIP account 04251300 61514 C2022	2022 Approved Amount:	\$130,000.00
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Project Costs:

Expenditures to Date: \$6,668.00
Construction: \$122,493.00
Contingency (.7%): \$839.00

Total Cost: \$130,000.00

RATIONALE:

The Department received four bids on January 29, 2025, and recommends award of the project to the lowest, responsive, responsible bidder, Pieper Electric, Inc.

A copy of the bid tabulation is attached.

BG-2024-2 Fire Station #4 Generator Replacement
 Bid Results
 January 29, 2025 @ 10:00 AM

BIDDER	BID BOND	ADD. 1	QUALIFICATION STATEMENT	BASE BID	RANKING
Pieper Electric, Inc.	X	X	X	\$ 122,493.00	1
Pro Electric, Inc.	X	X	X	\$ 125,700.00	2
Wil-Surge Electric, In.	X	X	X	\$ 132,250.00	3
Foremost Electric, LLC	X	X	X	\$ 243,877.00	4