

Parks, Buildings and Grounds Commission MEETING MINUTES



July 14, 2025 - 5:30 PM
Mayor's Conference Room
3805 S. Casper Dr.

MINUTES

1. CALL TO ORDER

Mayor Ament called the meeting to order at 5:32 PM

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

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

Staff Present: Deputy Director of Public Works Mike Eder, Facility Supervisor Bob Loohaus, Parks Supervisor Josh Fabian

3. APPROVAL OF MINUTES

A. May 12, 2025 Meeting Minutes

MOTION: Motion to Approve

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

4. NEW BUSINESS

A. Recommend to the Common Council the award of a contract to the GRAEF Engineering Firm in the amount of \$30,000 for facility assessment work at the New Berlin Safety Building and the New Berlin Public Library.

Josh Fabian explained the project and how the need for the facility assessment came from the growing project scopes for the Library HVAC as well as the generator replacement project.

MOTION: Motion to Approve

VOTE: Motion by: Mayor Ament
Second by: Commissioner Wicichowski
Motion Passed 5-0

5. UPDATES

Bob Loochauis and Josh Fabian provided verbal updates on the ongoing projects. Bids are due for the fueling station by the end of this month. The one issue that may delay the fuel station project will be delivery of the tank.

6. ADJOURN

MOTION: Motion to Adjourn at 6:00 PM

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

Respectfully Submitted,

*Robert T. Rafel MBA
PB & G Commission Secretary*