



11333 N. Cedarburg Road
Mequon, WI 53092-1930
Phone: 262/242-3100

www.cityofmequonwi.gov

Public Works Department

**PUBLIC WORKS COMMITTEE
Regular Meeting
Tuesday, May 12, 2026 - 6:30 PM
South Conference Room**

Agenda

- 1) Call to Order and Roll Call**
- 2) Election of Chair**
- 3) Approval of Meeting Minutes**
 - a) Meeting minutes of April 14, 2026
- 4) Resolutions**
 - a) **RESOLUTION 4290** - A Resolution Authorizing Execution of an Agreement for Electronics Collection and Recycling at the Department of Public Works Facility, Located at 10800 North Industrial Drive, with COM2 Recycling Solutions of Carol Stream, Illinois
- 5) Discussion Items**
 - a) 2026 Work Plan
- 6) Adjourn**

DATED: May 7, 2026

/s/ Jeffrey Hansher, Chair

Notice is hereby given that a quorum of other governmental bodies may be present at this meeting to present, discuss and/or gather information about a subject over which they have decision-making responsibility, although they will not take formal action thereto at this meeting. Persons with disabilities requiring accommodation for attendance at this meeting should contact the City Clerk's Office at 262-236-2914, twenty-four (24) hours in advance of the meeting.

Any questions regarding this agenda may be directed to the City Clerk's Office at 262-236-2914,

Monday through Friday, 8:00 AM – 4:30 PM.



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Public Works Department

PUBLIC WORKS COMMITTEE
Regular Meeting
Tuesday, April 14, 2026 - 5:45 PM
South Conference Room

Minutes

1) Call to Order and Roll Call

The meeting was called to order by Chair Hansher at 5:45 p.m.

Present:

Chair Jeffrey Hansher
Alderman Peter Bratt
Alderman Kelly Tolocko, Absent

Also Present: Director of Public Works/City Engineer Lundeen, Deputy Director of Public Works Weyker, Assistant City Engineer McCraw, Engineering Technician John Westbrooke, DPW Administrative Assistant Honeck

2) Approval of Meeting Minutes

a) Meeting minutes of March 10, 2026

MOTION:	Approval of March 10, 2026 Minutes
MOVER:	Alderman Peter Bratt
SECONDER:	Chair Jeffrey Hansher
AYES:	Chair Jeffrey Hansher, Alderman Peter Bratt
NAYS:	None
RESULT:	Approved by Voice Acclamation [Unanimous]

3) Resolutions

a) **RESOLUTION 4281** - A Resolution Awarding the 2026 GSB-88 Bituminous Road

Sealing Contract to Fahrner Asphalt Sealers, LLC, of Waunakee, Wisconsin in the Amount of \$155,000

MOTION:	Approval of Resolution 4281
MOVER:	Alderman Peter Bratt
SECONDER:	Chair Jeffrey Hansher
AYES:	Chair Jeffrey Hansher, Alderman Peter Bratt
NAYS:	None
RESULT:	Approved by Voice Acclamation [Unanimous]

- b) **RESOLUTION 4282** - A Resolution Awarding the 2026 Crack Sealing Contract to Thunder Road, LLC of Geneseo, Wisconsin, in the Amount of \$183,500

MOTION:	Approval of Resolution 4282
MOVER:	Alderman Peter Bratt
SECONDER:	Chair Jeffrey Hansher
AYES:	Chair Jeffrey Hansher, Alderman Peter Bratt
NAYS:	None
RESULT:	Approved by Voice Acclamation [Unanimous]

- c) **RESOLUTION 4283** - A Resolution Approving the Following in Connection with Replacement of a 2004 Dump Truck: A) A 2026 Ford Super Duty F-600 Chassis from Ewald Automotive Group, Hartford, Wisconsin, in the Amount of \$55,025; and B) A Henderson Mark III Dump Body and Hoist with Related Equipment from Universal Truck Equipment, Galesville, Wisconsin, in the Amount of \$20,206

Deputy Director of Public Works Weyker reviewed the proposal to replace one of the city’s heavily used dump trucks, noting the existing vehicle is beyond repair. The committee discussed the condition of the current equipment and approved acquisition of the 2026 Ford F-600 chassis and the Henderson Mark III dump body and hoist.

MOTION:	Approval of Resolution 4283
MOVER:	Alderman Peter Bratt
SECONDER:	Chair Jeffrey Hansher
AYES:	Chair Jeffrey Hansher, Alderman Peter Bratt

NAYS:	None
RESULT:	Approved by Voice Acclamation [Unanimous]

- d) **RESOLUTION 4284** - A Resolution Ratifying an Agreement for Implementation of Asset Management Software with Tyler Technologies Inc., of Yarmouth, Maine, in an Amount Not-to-Exceed \$47,000

Deputy Director of Public Works Weyker reviewed the Tyler Technologies asset management software and noted the software is already in the setup phase and will integrate with the city’s financial system. The committee had no further questions and approved ratifying the agreement in an amount not to exceed \$47,000.

MOTION:	Approval of Resolution 4284
MOVER:	Alderman Peter Bratt
SECONDER:	Chair Jeffrey Hansher
AYES:	Chair Jeffrey Hansher, Alderman Peter Bratt
NAYS:	None
RESULT:	Approved by Voice Acclamation [Unanimous]

4) Discussion and Possible Action

- a) Fiesta Lane Drainage CIP Item Closure

Assistant City Engineer McCraw reviewed the history of the Fiesta Lane drainage study, noting that the recommended improvements of ditch regrading and culvert replacements were completed as part of the 2024 road program. After a year of monitoring, staff reported that conditions have improved and recommended closing the item on the CIP list. The committee acknowledged the update and accepted staff’s recommendation to close the CIP item, with future issues to be reviewed as needed.

- b) 2026 Drainage Capital Improvement Program

Assistant City Engineer McCraw reviewed the updated drainage CIP list, noting that projects are reprioritized as new information and resident inquiries arise. Fiesta Lane was removed following completion and monitoring of improvements.

- c) 2026 Work Plan

5) Adjourn

Motion to adjourn at 6:20 p.m.

MOTION:	Adjourn
MOVER:	Alderman Peter Bratt
SECONDER:	Chair Jeffrey Hansher
AYES:	Chair Jeffrey Hansher, Alderman Peter Bratt
NAYS:	None
RESULT:	Approved by Voice Acclamation [Unanimous]

Respectfully Submitted,
Kaitlynn Honeck
DPW Administrative Assistant



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Engineering

TO: Public Works Committee
FROM: Kristen Lundeen, Director Public Works/City Engineer
DATE: May 12, 2026
SUBJECT: RESOLUTION 4290 - A Resolution Authorizing Execution of an Agreement for Electronics Collection and Recycling at the Department of Public Works Facility, Located at 10800 North Industrial Drive, with COM2 Recycling Solutions of Carol Stream, Illinois

Background

The City of Mequon is designated as a recycling responsible unit (RU) by the Wisconsin Department of Natural Resources (WDNR). One of the responsibilities of an RU is to educate residents about electronics recycling and electronics disposal bans. Residents and consumers in Wisconsin are required to recycle certain electronics. To facilitate electronics recycling, the WDNR administers the E-Cycle Wisconsin program. Per the WDNR website, "E-Cycle Wisconsin is a statewide, manufacturer-funded program that recycles certain electronics used in homes and schools."

Additional information is available here: <https://dnr.wisconsin.gov/topic/Ecycle/Wisconsin.html>.

Analysis

While electronics recycling is the responsibility of the resident/consumer, the City of Mequon previously hosted electronics recycling events, put on by various vendors. Over the years, these vendors have consolidated events on a County-wide scale, or eliminated them in lieu of accepting items directly at their locations. If electronics recycling is not readily available, residents/consumers may turn to improper disposal methods that are more convenient.

As such, the Department of Public Works (DPW) has coordinated with COM2, an electronics recycling vendor, to provide a drop-off location at the Department of Public Works Facility, located at 10800 North Industrial Drive. Once constructed, the enclosure will be located near the oil recycling receptacle on the south side of the property, near the fueling pumps. This area is outside the automated gates and is accessible to the public, and is within the view of the security cameras should there be an issue with the improper disposal of materials.

As indicated, the enclosure is not yet complete, and electronics recycling is not yet available. DPW staff will provide information regarding the timeline for accepting materials via the *Mequon Weekly Bulletin* and Facebook. COM2 has also provided a list of acceptable materials,

which is attached to this item. As listed, acceptable materials will include most consumer electronics, including televisions, computers, printers, and cell phones, as well as other computer peripherals and small kitchen appliances. As further noted, COM2 will not accept larger household appliances (e.g., refrigerators, air conditioners, stoves, water heaters, etc.) as well as smaller specialty items like smoke detectors, florescent bulbs and batteries.

Fiscal Impact

DPW staff consulted with Community Development staff to ensure that the enclosure meets City standards. DPW crews will install the enclosure, which will also include some additional paving. The materials for the project will utilize the remaining funds from the DPW Combined Facility capital account and be supplemented by work supplies accounts. It is estimated that the enclosure will be completed for a cost of less than \$3,500.

Recommendation

A recommendation is forthcoming from the Public Works Committee on May 12, 2026.

Attachments:

COM2 Electronics Recycling Agreement, Electronics Recycling Accepted Materials

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION - 4290

RESOLUTION 4290 - A Resolution Authorizing Execution of an Agreement for Electronics Collection and Recycling at the Department of Public Works Facility, Located at 10800 North Industrial Drive, with COM2 Recycling Solutions of Carol Stream, Illinois

RECITALS

- A. Wisconsin residents are required to properly dispose of unwanted household electronics.
- B. Staff received a contract proposal from COM2 to provide electronics collection and recycling at the Department of Public Works Facility, located at 10800 North Industrial Drive.
- C. This contract allows COM2 to coordinate a collection and processing program for covered electronics device products under the Wisconsin E-Waste Law.
- D. Staff recommends approval of this agreement, which is provided at no cost to the City.
- E. Funds for the construction of the required collection enclosure will be sourced from the balance of Capital Project Account #10023 as well as currently funded operation and maintenance accounts.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin that:

- 1. The agreement for electronics collection and recycling between the City of Mequon and COM2 is approved, subject to any clerical, technical and/or legal changes deemed necessary and appropriate by the City Attorney.
- 2. The Mayor and City Clerk are authorized and directed to execute and deliver the same.

Approved by: Andrew Nerbun, Mayor

Date Approved: May 12, 2026

I certify that the foregoing Resolution was adopted by the Common Council of the City of

Mequon, Wisconsin, at a meeting held on May 12, 2026.

Caroline Fochs, City Clerk



AGREEMENT FOR ELECTRONICS COLLECTION AND RECYCLING

THIS AGREEMENT FOR ELECTRONICS COLLECTION AND RECYCLING (this "Agreement") is made and entered into as of _____, by and between the _____ and COM2 Recycling Solutions, an Illinois limited liability company ("COM2").

RECITALS

WHEREAS, _____ is a Municipality in _____ County, WI; and

WHEREAS, COM2 is an Illinois limited liability company engaged in the collection and processing of electronic waste; and

WHEREAS, _____ coordinates a collection and processing program from its member communities for electronic wastes designated as collector of covered electronic device products ("CEDs") under the Wisconsin E-Waste Law, statutes codified at WIS. STAT. §§ 287.17(1)-(11). (The "Wisconsin E-Waste Law"); and

WHEREAS, _____ has contracted with COM2 annually to collect, accept, transport, and recycle CEDs and for similar services under the Wisconsin E-Waste Law; and

WHEREAS, _____ and COM2 desire to enter into an agreement regarding the scope of residential electronics equipment collection and processing from designated collection locations, performed by COM2 for _____ and the residents of its Member Communities.

NOW, THEREFORE, in consideration of the mutual promises, covenants, and conditions herein contained, the parties agree as follows:

1. Definitions

1.1 As used in this Agreement, the following terms, whether capitalized or not, shall have the meaning set forth below.

"Accepted Items" means covered electronic devices delivered by member community residents to a Permanent Site.

"Law" means statutes codified at WIS. STAT. §§ 287.17(1)-(11), seq., as may be amended from time to time.

"CEDs" means covered electronics devices from residents as defined in the Law and set forth on Schedule 1, which may be amended from time to time in accordance with the Law.

"Collection Services" means, collectively, the permanent site collection services.

"Containers" means a semi-trailer truck trailer and/or box truck.



"DNR" means the Department of Natural Resources.

"Member Community" or "Members" means, individually or collectively residents of the town or village.

"Permanent Site" means one of the locations for collection of accepted Items from residents that shall be available on a scheduled basis, which _____ may amend from time to time.

"Promotional Materials" means a listing on _____'s website, an e-list distribution, or such other form of promotion as _____ or its Member Communities elects to utilize in the promotion of the Collection Services provided under this Agreement.

"Term" shall have the meaning ascribed in Section 4.

2. Responsibilities of COM2

2.1 Except as otherwise specified herein, COM2 shall furnish personnel, labor, equipment, and vehicles necessary for loading. Which also includes the collection, packaging, transportation, and recycling of CEDs from residents of _____ Member Communities.

2.2 COM2 shall register with the DNR as a recycler and collector as defined in the Law.

2.3 COM2 shall recycle, or cause to be recycled, all CEDs delivered by residents of Member Communities to be transported to and recycled at a facility licensed and permitted to lawfully receive the material in accordance with applicable federal, state, and local law. COM2 shall not be responsible for wear and tear of collection site of CEDs.

2.4 COM2 shall provide detailed weight reports by material category and by collection in accordance with reporting requirements of the Law.

2.5 COM2 shall provide _____ with a certificate of recycling for Items collected by COM2.

2.6 COM2 shall not charge any fees to the municipality or residents for any services provided under this agreement at any time during the term of this agreement.

3. Responsibilities of _____

3.1 _____ shall be the primary contact for COM2 throughout the contract term.

3.2 _____ shall register with the DNR as a Collector (as defined in the Law) and provide information to the DNR, as may be required by the Law. _____ shall maintain such registration in conformance with the Law and any applicable regulations. If the DNR compliance is not met, this Agreement will be considered void.

3.3 _____ shall coordinate with Member Community staff to identify sufficient space for COM2 to perform the collection, packaging, and loading of Accepted items at sites.



3.4 _____ shall coordinate with Member Community staff regarding posting of the list of Accepted Items and participation limits in accordance with the Law.

3.5 _____ shall be responsible for communicating any changes in collection practices or Accepted items to the Member Communities.

4. Term of the Agreement

4.1 The initial term of this Agreement shall commence on _____ and end on _____, unless terminated earlier in accordance with this Agreement or extended in writing by mutual agreement of the parties.

4.2 The Agreement may be automatically annually renewed or otherwise amended by mutual agreement of the parties.

5. Indemnification

5.1 _____ shall indemnify, defend and hold harmless COM2 and the Members, and its respective officials, employees, agents, representatives and attorneys, in both their official and individual capacities (collectively, the "Indemnitees"), from and against any and all injuries, deaths, claims, losses, damages, suits, demands, actions and causes of actions, expenses, fees (including attorneys' fees and court costs) and costs which may be asserted against an Indemnitee in consequence of entering into this Agreement or which may result from or arise out of any action or omission of COM2, its officers, employees, agents or subcontractors under this Agreement.

6. Notice

6.1 Unless otherwise specified, any notices or communications required to be given to or served upon _____ - or COM2 shall be in writing and shall be delivered either by (i) certified mail, return receipt requested, postage prepaid, in the U.S. mail; (ii) a reputable messenger service or a nationally recognized overnight courier; (iii) personal delivery with receipt acknowledged in writing; or (iv) electronic delivery to the email address specified below. Either party shall have the right to change from time to time its mailing address or email address.

7. Miscellaneous

7.1 COM2 represents and warrants that it is fully licensed under federal, state, and local law and regulations to collect, transport, store, and recycle Accepted items. It further represents and warrants that it will perform the services to be provided under this Agreement in full conformity with all applicable federal, state, and local law and regulations.

7.2 COM2 shall not assign this Agreement or any part thereof without the prior written consent of _____.

7.3 This Agreement and any questions concerning its validity, construction, or performance shall be governed by the laws of the State of Wisconsin.



7.4 COM2 shall act as an independent contractor. All personnel used by COM2 shall be employees of COM2. COM2 will pay all wages and appropriate expenses of said personnel, as well as employer's Federal, State and Social Security taxes, Federal and State Employment taxes and any other required personnel taxes.

7.5 _____'s failure to act with respect to a breach by COM2 does not waive _____'s right to act with respect to subsequent or similar breaches. The failure of _____ to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

7.6 The provisions of this agreement shall survive the voluntary or involuntary termination of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives, effective as of the day and year first written above.

COM2 RECYCLING SOLUTIONS

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Here is a List of all the Accepted Materials

TELEVISIONS: -

1. CRT TVs & Monitors (Old Tube TVs)
2. LCD TVs & Monitors
3. Projection & Wood Console TVs

COMPUTER & PERIPHERALS: -

1. Desktop Computer Towers
2. Laptop & Chromebook Computers
3. Tablets
4. Keyboards, Mice & Computer Speakers
5. Small-Scale Servers
6. DVD, VHS, & Blu-Ray Players
7. Hard Drives & Flash Drives
8. Satellite Receivers
9. Routers & Modems
10. Desktop Printers, Scanners, & Fax Machines
11. VCRs & DVRs
12. Gaming Systems
13. Cell Phones

Kitchen Appliances:

1. Microwaves
2. Vacuum Cleaners

Other Household Electronics:

1. Calculators
2. Cameras
3. Box Fans, Air Circulator Fans, etc.
4. Home Theatre Systems and Sound Bars
5. Landline Telephones and Cords
6. Navigation Devices
7. Portable CD Players
8. Power Cords
9. Radios, Clock/Radio Combos, and CB Radios
10. Stereo Systems and Stereo Speakers
11. Typewriters

ITEMS NOT ACCEPTED	
Refrigerators	Batteries
Coffee Makers	Industrial Fans
De-Humidifiers	Stoves
White Goods*	Blenders
Air Conditioners	
Smoke Detectors	
Fluorescent Bulbs	
Washers	
Dryers	

WHITE GOODS CLASSIFICATION:

Cooling & Refrigeration Appliances

- Refrigerators
- Freezers
- Air Conditioners (window & portable units)
- Dehumidifiers
- Water Coolers

Laundry Appliances

- Washing Machines
- Clothes Dryers

Dish & Food Service Appliances

- Dishwashers

Heating & Mechanical Appliances

- Furnaces
- Boilers
- Water Heaters

**Public Works Committee
2026 Work Plan (May 12, 2026)**

Month	Agenda Topics
May	<ul style="list-style-type: none"> Resolution: A Resolution Authorizing Execution of an Agreement for Electronics Collection and Recycling at the Department of Public Works Facility, Located at 10800 North Industrial Drive, with COM2 Recycling Solutions of Carol Stream, Illinois
October	<ul style="list-style-type: none"> <i>Tentative:</i> Discussion: Enterprise Lease Annual Report
November	<ul style="list-style-type: none"> <i>Tentative:</i> Discussion: Road Program Recap

Future Agenda Topics

- DPW Division Annual Report Presentations
- Policy language for structures (i.e. Little Free Library) within the building setback
- Update to Standard Specifications for Land Development

2026 Completed Items:

<ul style="list-style-type: none"> • Resolution: Authorizing Termination of the City's Existing Contract and Award of the Contract to Vanguard Cleaning Systems* <i>*Forwarded to Common Council without action due to lack of a quorum</i> • Resolution: Authorization of Various Vendors in Excess of \$25,000 • Resolution: Authorizing a Donation and Dedication Agreement with Mequon Mayhem for Dug Out Covers at River Barn Park • Resolution: Authorizing a Donation and Dedication Agreement with Mequon Heat for Dug Out Covers at Rotary Park • Resolution: Approving Award of the Contract for the Construction of Streetscaping Elements Along Port Washington Road and Construction Administration Services • Resolution: Approving Award of the Lake Shore Drive Reconstruction Phase One Contract 	<ul style="list-style-type: none"> • Resolution: Awarding a Three-Year Landscape Maintenance Contract for Road Medians • Resolution: Approving the Purchase of a Universal Snowplow & Wing Package, Salt Spreader, Truck V-Box, and Wedge Brine Tanks with High Capacity Brine Anti-Icing System • Resolution: Awarding the 2026 GSB-88 Bituminous Road Sealing Contract • Resolution: Awarding the 2026 Crack Sealing Contract • Resolution: Approving the Following in Connection with Replacement of a 2004 Dump Truck: A) A 2026 Ford Super Duty F-600 Chassis; and B) A Henderson Mark III Dump Body and Hoist with Related Equipment • Resolution: Ratifying an Agreement for Implementation of Asset Management Software • Fiesta Lane drainage CIP item closeout/conclusion • Drainage CIP Prioritization
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