



BOARD OF PUBLIC WORKS MINUTES

Monday, November 3, 2025 at 6:30 PM

First Floor Conference Rooms
100 Main Street, Menasha, WI

A. CALL TO ORDER

Meeting called to order by Chair Ropella at 8:21 pm.

B. ROLL CALL

Present: Alds. Rand, Eisenach, Hale, Perkins, Lewis, Marshall, Grade, Ropella

Also Present: FD Sassman, DPW Merten, CDD Dane, PRD Sackett, PC Thorn, CA Struve, Mayor Hammond, Clerk Snyder

C. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

D. MINUTES TO APPROVE

1. Board of Public Works, 10/20/25

Motion by District 6 Alderperson Marshall seconded by District 7 Alderperson Grade to approve. Motion carried on voice vote.

E. DISCUSSION / ACTION ITEMS

1. Street Use Application — Gather 'Round; Wednesday, December 3, 2025; 3:30 p.m. to 7:00 p.m.; City of Menasha Parks and Recreation

Motion by District 6 Alderperson Marshall seconded by District 3 Alderperson Hale to approve the Street Use Application for Gather 'Round for Thursday December 4, 2025, from 3:30 to 7:00pm. Motion carried on voice vote.

Staff advised that the date for this event was misprinted on the agenda and supporting packet materials. The correct date is Thursday December 4, 2025.

2. Payment — Northeast Asphalt, Inc.; Contract Unit No. 2025-03; Jefferson Park Boat Launch; \$145,307.15 (Payment No. 3)

Motion by District 6 Alderperson Marshall, seconded by District 7 Alderperson Grade to approve.

Motion carried 8-0 on roll call.

Staff advised that this project is making good progress and that the piers are currently under construction in tangent with concrete pouring.

F. ADJOURNMENT

Motion by District 8 Alderperson Ropella seconded by District 7 Alderperson Grade to adjourn the Board of Public Works meeting at 8:27 pm. Motion carried on voice vote.

Minutes submitted by City Clerk Kaija Snyder.