



**BOARD OF PUBLIC WORKS MINUTES**  
**Monday, December 15, 2025 at 6:45 PM**  
**First Floor Conference Rooms**  
**100 Main Street, Menasha, WI**

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**A. CALL TO ORDER**

Meeting called to order by Chair Ropella at 7:03pm.

**B. ROLL CALL**

Present: Aids. Rand, Eisenach, Hale, Perkins, Marshall, Grade, Ropella

Absent: Ald. Perkins

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**

Kirsti Ritschki (511 Broad Street, Menasha) commented on the proposed ordinance imposing a "no parking" regulation on Broad Street. Ritschki specifically described that her home's driveway apron orientation is blocked by vehicles parked on the street, and that the proposed ordinance would enhance safety for herself and other residents living in the 511 Broad Street units. Ritschki also expressed concerns for pedestrians in these blindspots. Ritschki thanked the Common Council for considering the initiative.

Mike Quinn (937 Fourth Street, Menasha) commented on the proposed ordinance imposing a "no parking" regulation on Fourth Street. Quinn described that because the ordinance imposes parking regulations on only one side of the street, the opposite side will be disproportionately affected by residents who park on the street out of preference, and without conferring with neighbors. Quinn further described that Fourth Street experiences overflow parking during Jefferson Park events. Quinn advocated that the Common Council vote against this initiative.

Patricia Griesbach (928 Fourth Street, Menasha) commented on the proposed ordinance imposing a "no parking" regulation on Fourth Street. Griesbach described that many homes on Fourth Street have narrow driveways, resulting in many residents leaving a vehicle in the street to allow a second vehicle access; the proposed ordinance limits this parking. Griesbach additionally commented on speeding on Fourth Street, and suggested this began when Fourth Street became a thru street.

Jamie Vandenberg (913 Fourth Street, Menasha) commented on the proposed ordinance imposing a "no parking" regulation on Fourth Street. Vandenberg specifically commented on concerns around garbage and refuse collection efficacy due to increased parking on one side of Fourth Street, speeding, and the nearby Public Works Facility.

George Davis (511 Broad Street, Menasha) commented on the proposed ordinance imposing a "no parking" regulation on Broad Street. Davis described himself as in favor of safe parking, but suggested that removal of the extant 15-minute parking is arbitrary. Davis additionally commented on different vehicle sizes, different volumes of traffic, and traffic signals.

KristL Laux (388 Naussau Street, Menasha) commented on the proposed ordinance imposing a "no parking" regulation on Second Street. Laux questioned how often the affected Clinton Center Park is used, and where park visitors can park if not on Second Street.

Jeff Harvey (514 Broad Street, Menasha) commented on the proposed ordinance imposing a "no parking" regulation on Broad Street. Harvey described a lack of traffic incidents requiring Municipal Code updates. Harvey suggested that limited parking in this area will result in street parking near his property. Instead, Harvey suggested improved snow plowing to heighten visibility for the units located at 511 Broad Street, or limited parking restrictions in front of this property. Harvey also discussed installing speed bumps to prevent speeding on residential streets.

#### D. MINUTES TO APPROVE

1. Board of Public Works, 12/1/25  
Motion by District 8 Alderperson Ropella seconded by District 6 Alderperson Marshall to approve. Motion carried on voice vote.

#### E. DISCUSSION / ACTION ITEMS

1. O-14-25 — An Ordinance Amending Title 10, Chapter 1, Article C, Sections 10-1-26(7) and 10-1-27(4) of the Code of Ordinances, to Impose a "No Parking" Regulation on Broad Street (Introduced by Ald. Eisenach)  
Motion by District 2 Alderperson Eisenach, seconded by District 1 Alderperson Rand to approve the main motion as amended.

Motion carried 7-0 on roll call.

Motion by District 2 Alderperson Eisenach, seconded by District 6 Alderperson Marshall to amend the main motion by adding removal of the 15-minute parking on North Broad Street.

Motion carried 7-0 on roll call.

Discussion considered how near to an intersection parking is permitted and specific segments of Broad Street affected by the proposed ordinance.

Staff advised that the purpose of this ordinance is to control traffic volume due to visibility constraints and unique residential-commercial zoning immediately.

Staff additionally advised on one submission from a resident at 511 Broad Street who expressed opposition to the proposed "no parking" ordinance on Broad Street.

2. O-15-25 — An Ordinance Amending Title 10, Chapter 1, Article C, Section 10-1-26(16) of the Code of Ordinances, to Impose a “No Parking” Regulation on Fourth Street (Introduced by Ald. Marshall)  
Motion by District 6 Alderperson Marshall, seconded by District 5 Alderperson Lewis to approve.

Motion failed 0-7 on roll call.

Discussion considered the width of Fourth Street, neighborhood relations, and the origins of this ordinance proposal.

Staff advised on submissions from residents at 912 Fourth Street and 900 Fourth Street who opposed the proposed "no parking" ordinance. Staff additionally described that national standards typically do not lend themselves to parking restrictions on residential streets of similar densities. Staff has recommended denial of the presented ordinance.

3. O-16-25 — An Ordinance Amending Title 10, Chapter 1, Article C, Sections 10-1-26(49) through 10-1-26(59) of the Code of Ordinances, to Impose a “No Parking” Regulation on Second Street (Introduced by Ald. Ropella)  
Motion by District 8 Alderperson Ropella, seconded by District 6 Alderperson Marshall to approve.

Motion carried 7-0 on roll call.

Staff advised that this ordinance proposal originated from a request by Essity Professional Hygiene North America LLC, and is balanced against a need to maintain adequate parking for Clinton Center Park users.

#### F. ADJOURNMENT

Motion by District 6 Alderperson Marshall seconded by District 5 Alderperson Lewis to adjourn the Board of Public Works meeting at 8:04pm. Motion carried on voice vote.

Minutes submitted by City Clerk Kaija Snyder.