

A Quorum of the Common Council, Administration Committee, Personnel Committee, Plan Commission, Redevelopment Authority, and other City bodies may attend this meeting, though no official action of these bodies will be taken.



BOARD OF PUBLIC WORKS MEETING AGENDA

Monday, May 18, 2026 at 6:45 PM

**First Floor Conference Rooms
100 Main Street, Menasha, WI**

or immediately following the Administration Committee meeting

A. Call to Order

B. Roll Call

C. Public Comments on Any Matter Listed on the Agenda
(5 minute time limit for each person)

D. Minutes to Approve

1. Board of Public Works, 4/21/26
2. Special Board of Public Works, 5/4/26

E. Discussion / Action Items

1. Recommend to Award — Contract Unit No. 2026-05; Asphaltic Concrete Pavement Crack Sealing Various City Streets; Fahrner Asphalt Sealers, LLC; \$44,321.00
2. Recommend to Award — Contract Unit No. 2026-06; Asphaltic Concrete Pavement Chip Sealing Various City Streets; Fahrner Asphalt Sealers, LLC; \$55,716.00
3. Payment — Northeast Asphalt, Inc; Contract No. 2025-03; Jefferson Park Boat Launch; \$129,383.71 (Payment No. 7)

F. Adjournment

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."



BOARD OF PUBLIC WORKS MINUTES

Tuesday, April 21, 2026 at 6:10 PM

First Floor Conference Rooms
100 Main Street, Menasha, WI

A. CALL TO ORDER

Meeting called to order by Director of Public Works Merten at 7:46pm.

B. ROLL CALL

Present: Alds. Rand, Eisenach, Hale, Perkins, Lewis, Marshall, Grade, School
Also Present: FD Sassman, DPW Merten, CDD Dane, PRD Sackett, PHD Hutter,
FM Mavroff, Lt. Spiegel, LD Kopetsky, CA Struve, Mayor Hammond, Clerk Snyder,
DC Janet

C. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

D. MINUTES TO APPROVE

1. Board of Public Works, 4/6/26

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

E. DISCUSSION / ACTION ITEMS

1. Election of Chair

Director of Public Works Merten opened the floor for Board of Public Works Chair nominations. District 6 Alderperson Marshall was nominated by District 3 Alderperson Hale to serve as Board of Public Works Chair. No other nominations were made, and a unanimous ballot was cast for District 6 Alderperson Marshall to serve as Board of Public Works Chair.

2. Election of Vice Chair

Chair Marshall opened the floor for Board of Public Works Vice Chair nominations. District 1 Alderperson Rand was nominated by District 7 Alderperson Grade to serve as Board of Public Works Vice Chair.

District 8 Alderperson School was nominated by District 2 Alderperson Eisenach to serve as Board of Public Works Vice Chair.

F. ADJOURNMENT

Motion by District 7 Alderperson Grade seconded by District 3 Alderperson Hale to adjourn the Board of Public Works meeting at 7:52pm. Motion carried on voice vote.

Minutes submitted by City Clerk Kaija Snyder.



BOARD OF PUBLIC WORKS MINUTES

Monday, May 4, 2026 at 5:45 PM

**First Floor Conference Rooms
100 Main Street, Menasha, WI**

A. CALL TO ORDER

Meeting called to order by Chair Marshall at 5:45pm.

B. ROLL CALL

Present: Alds. Rand, Eisenach, Hale, Perkins, Lewis, Marshall, Grade, School
Also Present: FD Sassman, DPW Merten, CDD Dane, PHD Hutter, PRD Sackett,
DC Hanchek, FC Teesch, LD Kopetsky, CA Struve, Mayor Hammond, Clerk
Snyder

C. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

Steven Burow (716 Arthur Street) commented on the effects of recent flooding affecting the Menasha community. Burow additionally commented on the 2026 assessment roll.

D. MINUTES TO APPROVE

E. DISCUSSION / ACTION ITEMS

1. Street Use Application — Fox Cities Marathon; Sunday, September 20, 2026;
3 AM - 2 PM; Community First Credit Union

Motion by District 8 Alderperson School seconded by District 7 Alderperson Grade to approve. Motion carried on voice vote.

F. ADJOURNMENT

Motion by District 8 Alderperson School seconded by District 7 Alderperson Grade to adjourn the Special Board of Public Works meeting at 5:51pm. Motion carried on voice vote.

Minutes submitted by City Clerk Kaija Snyder.



MEMORANDUM

DATE May 14, 2026
TO Board of Public Works
FROM James Merten, Director of Public Works
Corey Gordon, Deputy Director of Engineering
RE Recommend to Award — Contract Unit No. 2026-05

The City of Menasha publicly opened bids on Wednesday, May 13, 2026, for Contract Unit No.2026-05. Two bids were received as indicated on the enclosed bid tabulation.

This project consists of the crack sealing of various city streets.

Recommendation

Motion to recommend awarding Contract Unit No. 2026-05, Asphaltic Concrete Pavement Crack Sealing to Fahrner Asphalt Sealers, LLC; \$44,321.00

CITY OF MENASHA
Contract Unit No. 2026-05
Asphaltic Concrete Pavement Crack Sealing - Various City Streets

Base Bid				Fahrner Asphalt Sealers, LLC	Thunder Road, LLC
Item	Street	From	To	Lump Sum	Lump Sum
1	Grassymeadow Ln	south of Prairie View Ct	South end	\$ 1,795.00	\$ 2,596.00
2	Brie Ct	Grassymeadow Ln	West end	\$ 500.00	\$ 649.00
3	Gosling Way	Kernan Ave	Gosling Way Ct	\$ 2,000.00	\$ 2,741.00
4	Gosling Way Ct	Gosling Way	North end	\$ 2,635.00	\$ 2,741.00
5	Woodcrest Heights Dr	Gosling Way	South of Sandpiper Dr	\$ 2,815.00	\$ 3,426.00
6	Lucerne Dr	Appleton Rd	Apple Ct	\$ 4,980.00	\$ 4,111.00
7	Elizabeth St	Harding St	Eighth St	\$ 898.00	\$ 1,298.00
8	Kenwood Dr	Midway Rd	South end	\$ 1,795.00	\$ 1,363.00
9	Wittmann Park Ln	Wittmann Dr	Appleton Rd	\$ 2,875.00	\$ 2,725.00
10	Naymut St	Nicolet Blvd	Keyes St	\$ 4,203.00	\$ 3,893.00
11	Water St	Broad St	Termini	\$ 4,875.00	\$ 5,191.00
12	Eighth St	State St	Appleton Rd	\$ 200.00	\$ 273.00
13	Seventh St	Appleton Rd	Melissa St	\$ 200.00	\$ 389.00
14	Pleasant Ln	Harding St	Harding St	\$ 200.00	\$ 195.00
15	Mission St	Terrace Ave	Midway Rd	\$ 566.00	\$ 286.00
16	Milwaukee St	Seventh St	Ninth St	\$ 200.00	\$ 156.00
17	Villa Way	Fountain Way	Lake Park Rd	\$ 150.00	\$ 150.00
18	De Pere St	Appleton Rd	Seventh St	\$ 250.00	\$ 100.00
19	De Pere St	Seventh St	Ninth St	\$ 250.00	\$ 100.00
20	State St	Sixth St	Ninth St	\$ 200.00	\$ 156.00
21	Ninth St	Appleton Rd	Melissa St	\$ 3,372.00	\$ 3,115.00
22	Nicolet Blvd (North lane)	Naymut St	East end	\$ 351.00	\$ 150.00
23	Abby Ave	W North Water St	Railroad St	\$ 600.00	\$ 389.00
24	Jefferson Park	Parking lot South of Second St/Konemac St Intersection		\$ 420.00	\$ 389.00
25	Midway Crossing	Province Link	270' North	\$ 100.00	\$ 389.00
26	Frederick St	Termini	Tayco St	\$ 120.00	\$ 150.00
27	Library Parking Lot			\$ 450.00	\$ 195.00
28	First St	Racine St	De Pere St	\$ 678.00	\$ 389.00
29	Ida St	Airport Rd	Geneva Rd	\$ 150.00	\$ 150.00
30	Alva St	Visgro St	Airport Rd	\$ 150.00	\$ 150.00
31	Alva St	Airport Rd	Grove St	\$ 100.00	\$ 110.00
32	Lotus Trail	Snowberry Way	Villa Way	\$ 1,430.00	\$ 8,597.00
33	Snowberry Way	West End	Chrystella Dr	\$ 180.00	\$ 2,341.00
34	Fox Tail Ln	Lotus Trail	Fountain Way	\$ 100.00	\$ 1,298.00
35	Chrystella Dr	200' S of Snowberry Way	Fox Tail Ln	\$ 150.00	\$ 623.00

36	Grandview Ave	Tayco St	Pacific St	\$	330.00	\$	934.00
37	Ninth St	Melissa St	Meadowview Dr	\$	702.00	\$	1,752.00
38	Sixth St	Tayco St	Railroad Tracks	\$	765.00	\$	934.00
39	Sixth St	Railroad Tracks	Milwaukee St	\$	175.00	\$	934.00
40	Sixth St	Milwaukee St	Racine St	\$	330.00	\$	934.00
41	Sixth St	Racine St	Appleton St	\$	516.00	\$	935.00
42	Sixth St	Appleton St	De Pere St	\$	300.00	\$	935.00
43	Emily St	South Termini	Ninth St	\$	125.00	\$	150.00
44	Ninth St	West Termini	Tayco St	\$	125.00	\$	150.00
45	Lakecrest Dr	South Termini	Sunset Dr	\$	100.00	\$	150.00
46	Lakecrest Dr	Sunset Dr	Butte Des Morts Dr	\$	100.00	\$	100.00
47	Lakecrest Dr	Butte Des Morts Dr	Edgewater Dr	\$	70.00	\$	100.00
48	Sunset Dr	Lakecrest Dr	Tayco St	\$	210.00	\$	649.00
49	Lush St	Water St	Kaukauna St	\$	150.00	\$	260.00
50	Manitowoc St	Paris St	Broad St	\$	100.00	\$	150.00
51	Paris St	Broad St	De Pere St	\$	105.00	\$	104.00
52	Paris St	De Pere St	Manitowoc St	\$	180.00	\$	104.00
Total Base Bid Unit 2026-05 - Crack Seal Various City Streets (Items 1-52)				\$	44,321.00	\$	60,249.00



MEMORANDUM

DATE May 14, 2026
TO Board of Public Works
FROM James Merten, Director of Public Works
Corey Gordon, Deputy Director of Engineering
RE Recommend to Award — Contract Unit No. 2026-06

The City of Menasha publicly opened bids on Wednesday, May 13, 2026, for Contract Unit No.2026-06. One bid was received as indicated on the enclosed bid tabulation.

This project consists of the chip sealing of various city streets.

Recommendation

Motion to recommend awarding Contract Unit No. 2026-06, Asphaltic Concrete Pavement Chip Sealing to Fahrner Asphalt Sealers, LLC; \$55,716.00

CITY OF MENASHA
Contract Unit No. 2026-06
Asphaltic Concrete Pavement Chip Sealing - Various City Streets

Base Bid				
Item	Street	From	To	Lump Sum
1	Birling Ct (1,437± SY)	Termini	Termini	\$ \$ 3,696.00
2	Birling Dr (1,692± SY)	Birling Ct	Manitowoc Rd	\$ \$ 3,969.00
3	Silverbirch Ct (816± SY)	Silverbirch Dr	Termini	\$ \$ 2,032.00
4	Silverbirch Dr (4,242± SY)	175' N of Winnipeg St	Birling Dr	\$ \$ 9,899.00
5	Railroad St (2,638± SY)	Abby Ave	Garfield Ave	\$ \$ 6,360.00
6	Jefferson St (2,500± SY)	London St	Grove St	\$ \$ 6,003.00
7	Stardust Dr (2,531± SY)	Woodland Dr	Elmwood Dr	\$ \$ 5,814.00
8	Lincoln St (3,512± SY)	De Pere St	Appleton Rd	\$ \$ 8,212.00
9	Manitowoc St (4,172± SY)	Appleton Rd	Ninth St	\$ \$ 9,731.00
Total Base Bid Unit 2026-06 - Chip Seal Various City Streets (Items 1-9)				\$ 55,716.00

Certificate of Payment

Date: 5/14/2026

Payment Request: 7 (Seven)

Contractor: Northeast Asphalt, Inc.

Address: W6380 Design Drive, Greenville, WI 54942

Contract Unit No.: 2025-03

Project Description: Jefferson Park Boat Launch

	Original Contract Amount:		\$ <u>1,315,650.00</u>
Change Order 1:	\$ <u>19,370.97</u>	Total Change Orders:	\$ <u>19,370.97</u>
Change Order 2:	<u> </u>	Total Contract Amount (Including Change Orders):	\$ <u>1,335,020.97</u>
Change Order 3:	<u> </u>	Total Earned to Date (Summary Attached):	\$ <u>1,213,559.24</u>
Change Order 4:	<u> </u>	Less Retainage: 2.5% of Original Contract	\$ <u>32,891.25</u>
Amount Due:			\$ <u>1,180,667.99</u>

Payment 1	\$ <u>276,060.50</u>
Payment 2	\$ <u>147,406.75</u>
Payment 3	\$ <u>145,307.15</u>
Payment 4	\$ <u>374,868.28</u>
Payment 5	\$ <u>67,228.46</u>
Payment 6	\$ <u>40,413.14</u>
Payment 7	<u> </u>
Current Payment	\$ <u>129,383.71</u>

I certify that all bills for labor, equipment, materials and services are paid for which previous certificates for payment were issued.
(Lien Waivers from all subcontractors and suppliers shall accompany each Request for Payment.)

Date: _____ BY: _____

Recommended for Payment

Public Works Authorization: _____

Common Council Approval Date: _____

Finance Department

Account Number	Amount

**Itemized Bid Tabulation
City of Menasha Contract Unit No. 2025-03
Jefferson Park Boat Launch**

Item	Quantity	Description			Payment 7 (Seven) 5/14/26	
			Unit Price	Item Total	YTD	Total
Base Bid						
1	1	Common Excavation and Grading	\$ 100,000.00	\$ 100,000.00	1.00	\$ 100,000.00
2	1,600	Geotextile Fabric	\$ 3.00	\$ 4,800.00	0.00	\$ -
3	1,400	Excavation Below Subgrade (EBS)	\$ 8.50	\$ 11,900.00	1195.00	\$ 10,157.50
4	4,000	Recycled Dense Graded Base (From City Stockpile)	\$ 11.00	\$ 44,000.00	4000.00	\$ 44,000.00
5	1,400	EBS Backfill - Recycled Dense Graded Base (From City Stockpile)	\$ 11.00	\$ 15,400.00	1195.00	\$ 13,145.00
6	240	Crushed Clear Stone	\$ 39.00	\$ 9,360.00	221.76	\$ 8,648.64
7	1,100	Curb and Gutter, 24-IN	\$ 23.40	\$ 25,740.00	1062.00	\$ 24,850.80
8	1,150	Ribbon Curb, 24-IN	\$ 35.50	\$ 40,825.00	1158.00	\$ 41,109.00
9	500	Concrete Driveway Apron, 7-IN	\$ 10.75	\$ 5,375.00	378.00	\$ 4,063.50
10	7,025	Concrete Sidewalk, 5-IN	\$ 7.60	\$ 53,390.00	7937.00	\$ 60,321.20
11	6	Truncated Dome Detectable Warning Panel, 2-FT by 5-FT	\$ 375.00	\$ 2,250.00	6.00	\$ 2,250.00
12	3	Concrete Drainage Flume	\$ 1,200.00	\$ 3,600.00	2.00	\$ 2,400.00
13	1	Concrete Trench Drain with Grate	\$ 2,900.00	\$ 2,900.00	1.00	\$ 2,900.00
14	2,400	Asphalt Pavement - Road and Parking	\$ 91.10	\$ 218,640.00	2332.67	\$ 212,506.24
15	1	Traffic Control	\$ 600.00	\$ 600.00	0.00	\$ -
16	1	Pavement Markings	\$ 18,425.00	\$ 18,425.00	1.00	\$ 18,425.00
17	1	Demolition and Removals	\$ 182,000.00	\$ 182,000.00	1.00	\$ 182,000.00
18	2	4-FT Precast Manhole	\$ 8,505.00	\$ 17,010.00	1.00	\$ 8,505.00
19	2	2-FT by 3-FT Inlet	\$ 3,600.00	\$ 7,200.00	3.00	\$ 10,800.00
20	300	12-IN RCP Storm Sewer	\$ 66.00	\$ 19,800.00	169.00	\$ 11,154.00
21	3	12-IN RCP Apron End Wall	\$ 1,400.00	\$ 4,200.00	3.00	\$ 4,200.00
22	1	12-IN Outfall Through Sheet Pile Wall	\$ 100.00	\$ 100.00	0.00	\$ -
23	4	Bio-Infiltration Basin Including native seeding and plantings, engineered soil, and underdrain	\$ 27,000.00	\$ 108,000.00	2.00	\$ 54,000.00
24	3	Outlet Control Structure	\$ 5,000.00	\$ 15,000.00	3.00	\$ 15,000.00
25	3	Adjust Existing Manhole or Valve Vault Casting	\$ 850.00	\$ 2,550.00	2.00	\$ 1,700.00
26	1	Adjust Existing Water Valve Box	\$ 650.00	\$ 650.00	0.00	\$ -
27	1	2-IN Water Service Including Connections and Fittings, Corporation Stop, Curb Stop and Box	\$ 16,600.00	\$ 16,600.00	1.00	\$ 16,600.00
28	2,700	9-IN Reinforced Concrete Pavement (Cast-in-Place)	\$ 17.00	\$ 45,900.00	5219.00	\$ 88,723.00
29	2,900	9-IN Concrete Pavement (Precast Panels)	\$ 17.00	\$ 49,300.00	0.00	\$ -
30	4	Concrete Launch Dock Abutment	\$ 5,000.00	\$ 20,000.00	4.00	\$ 20,000.00
31	4	Boarding Dock Including Anchorage	\$ 35,000.00	\$ 140,000.00	4.00	\$ 140,000.00
32	3	Dual Luminaire Lightpole with Base	\$ 5,200.00	\$ 15,600.00	3.00	\$ 15,600.00
33	5	Single Luminaire Lightpole with Base	\$ 5,200.00	\$ 26,000.00	5.00	\$ 26,000.00
34	4	Receptacle Base	\$ 315.00	\$ 1,260.00	1.00	\$ 315.00
35	1	Conduit, Wire, Connectors, etc.	\$ 15,260.00	\$ 15,260.00	1.00	\$ 15,260.00
36	1	Install City-Supplied Electrical and Lighting Cabinet	\$ 1,815.00	\$ 1,815.00	1.00	\$ 1,815.00
37	200	Riprap	\$ 63.00	\$ 12,600.00	221.50	\$ 13,954.50
38	100	Vegetated Boulder Revetment	\$ 160.00	\$ 16,000.00	20.00	\$ 3,200.00
39	6,500	Seed Restoration with Erosion Mat Class 1 Urban, Type A	\$ 3.85	\$ 25,025.00	0.00	\$ -
40	1	Install 200 LF of 5-FT Chain-Link Fence and Salvaged Gates	\$ 13,100.00	\$ 13,100.00	1.00	\$ 13,100.00
41	1	Install and Maintain Tracking Pad	\$ 1,200.00	\$ 1,200.00	1.00	\$ 1,200.00
42	300	Install and Maintain Turbidity Barrier	\$ 1.00	\$ 300.00	115.00	\$ 115.00
43	500	Install and Maintain Silt Log	\$ 3.95	\$ 1,975.00	1562.00	\$ 6,169.90
Total Base Bid (Items 1 - 43)				\$ 1,315,650.00		\$ 1,194,188.28

Change Order 1						
CO1.1	697.43	3" Clear stone for under boat ramp do to unstable soil	\$ 18.79	\$ 13,104.71	697.43	\$ 13,104.71
CO1.2	333.14	3/4" Clear stone for under boat ramp do to unstable soil	\$ 12.47	\$ 4,154.26	333.14	\$ 4,154.26
CO1.3	704	Geotextile HR Fabric	\$ 3.00	\$ 2,112.00	704.00	\$ 2,112.00
Total Change Order 1				\$ 19,370.97		\$ 19,370.97
Total Base Bid and Change Order 1				\$ 1,335,020.97		\$ 1,213,559.24