



BOARD OF PUBLIC WORKS MINUTES

Monday, June 1, 2026 at 6:45 PM

First Floor Conference Rooms
100 Main Street, Menasha, WI

A. CALL TO ORDER

Meeting called to order by Chair Marshall at 7:44pm.

B. ROLL CALL

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

Also Present: FD Sassman, DPW Merten, DPC Hanchek, DDMO Brown, CA Struve, Mayor Hammond, DC Janet

C. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

D. MINUTES TO APPROVE

1. Board of Public Works, 5/18/26

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

E. DISCUSSION / ACTION ITEMS

1. Payment — McMahon Engineers Architects; Contract No. M0002-09-00105; 2026 Utility Reconstruction; \$167,092.08 (Payment No. 1)

Motion by District 8 Alderperson School, seconded by District 7 Alderperson Grade to approve.

Motion carried 8-0 on roll call.

2. Recommend to Award — Contract Unit No. 2026-04; Midway Place Rehabilitation; Northeast Asphalt, Inc., \$117,852.65.

Motion by District 8 Alderperson School, seconded by District 3 Alderperson Hale to approve.

Motion carried 8-0 on roll call.

3. Nicolet Boulevard Intersection Control Evaluation Intermunicipal Agreement

Motion by District 8 Alderperson School, seconded by District 5 Alderperson Lewis to approve.

Motion carried 8-0 on roll call.

Discussion considered the timeline of the project.

Staff advised that this study follows the DOT process for this project as State

Highway 114 passes through this intersection. The City of Menasha would be responsible for leading this Intersection Control Evaluation (ICE) study, rather than the City of Neenah. Staff shared that the City of Neenah would be paying administrative fees to the City of Menasha. Staff also shared the timeline for the project.

4. Nicolet Boulevard Intersection Control Evaluation Professional Services Agreement

Motion by District 8 Alderperson School, seconded by District 7 Alderperson Grade to approve.

Motion carried 8-0 on roll call.

5. Public Works Department General Activity

No action was taken on this item.

Staff advised on current Public Works Department projects. Staff shared updates on the lane marking fixes on Racine Street by the contractor and the County Highway P/Valley Road sewer work and reconstruction timeline. Staff additionally noted the receipt of signals/beacons and significant progress on Geographic Information System (GIS) work. Other ongoing projects include trestle trail upgrades/reconstruction, police garage epoxy completion, Hart Park concrete installation, Pleasant Park concrete and playground installation, Eighth Street curb and gutter, traffic signal implementation, and Police Department camera installation.

F. ADJOURNMENT

Motion by District 8 Alderperson School seconded by District 5 Alderperson Lewis to adjourn the Board of Public Works meeting at 8:03pm. Motion carried on voice vote.

Minutes submitted by Deputy City Clerk Evan Janet.