



BOARD OF PUBLIC WORKS MINUTES

Monday, July 20, 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 7:47pm.

B. ROLL CALL

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

Absent: Ald. School

Also Present: FD Sassman, DPW Merten, PRD Sackett, PHD Hutter, DPC Hanchek, 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, 7/6/26

Motion by District 7 Alderperson Grade seconded by District 5 Alderperson Lewis to approve. Motion carried on voice vote.

E. DISCUSSION / ACTION ITEMS

1. R-21-26 — A Resolution for an Intergovernmental Cooperative Agreement to Satisfy Eligibility for the Wisconsin Recycling Consolidation Grant for Calendar Year 2027 (Introduced by Mayor Hammond)

Motion by District 7 Alderperson Grade, seconded by District 4 Alderperson Perkins to approve.

Motion carried 7-0 on roll call.

Staff advised that this is a routine, annual item, allowing the City to work with the county and other municipalities to pool recycling initiatives together to help meet recycling education requirements.

2. Payment — MCC Inc.; Contract No. 2026-01; Street Construction on Eighth Street, Third Street, and DePere Street; \$67,174.65 (Payment No. 1)

Motion by District 7 Alderperson Grade, seconded by District 3 Alderperson Hale to approve.

Motion carried 7-0 on roll call.

Staff advised that this payment is for street construction work, specifically paving done on Eighth Street.

3. Recommend to Award — Contract No. 2026-03; Clovis Park Tennis Courts Reconstruction; Northeast Asphalt, Inc.; \$745,217.74
Motion by District 7 Alderperson Grade, seconded by District 5 Alderperson Lewis to approve Option 4.

Motion carried 7-0 on roll call.

Discussion considered the split of funding from various sources.

Staff advised this is a full reconstruction of the Clovis Grove Tennis Courts. These are the competition courts of the Menasha Joint School District. During a previous assessment, the courts received a score well below failure. This project will be funded by the City of Menasha, the Menasha Joint School District, and potential grant funding as well. If the grant is not received, there is the potential to change the project option selected and to not have lighting installed. Staff additionally clarified the use of sewer funds.

F. ADJOURNMENT

Motion by District 7 Alderperson Grade seconded by District 3 Alderperson Hale to adjourn the Board of Public Works meeting at 7:58pm. Motion carried on voice vote.

Minutes submitted by Deputy City Clerk Evan Janet.