



BOARD OF PUBLIC WORKS MINUTES

Monday, June 2, 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 6:53 pm.

B. ROLL CALL

Present: Alds. Rand, Eisenach, Hale, Perkins, Lewis, Marshall, Grade, Ropella
Also Present: FD Sassman, DPW Merten, CDD Dane, CA Struve, Mayor
Hammond, Clerk Snyder, DC Janet

C. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

D. MINUTES TO APPROVE

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

1. Board of Public Works, 5/5/25

E. DISCUSSION / ACTION ITEMS

1. Street Use Application - Community Fest Parade of Lights; Thursday, July 3, 2025 ; 9:00 p.m. to 10:15 p.m.; City of Menasha
Motion by District 6 Alderperson Marshall, seconded by District 4 Alderperson Perkins to approve.

Motion carried 8-0 on roll call.

2. Street Use Application - Community First Fox Cities Marathon; Sunday, September 21, 2025; 3:00 a.m. to 2:00 p.m.; Community First Credit Union
Motion by District 6 Alderperson Marshall, seconded by District 5 Alderperson Lewis to approve.

Motion carried 8-0 on roll call.

Staff advised that this event experienced no changes.

3. Payment - Cardinal Construction; Contract Unit No. 2024-10; Jefferson Park Shelter Construction; \$64,375.00 (Payment No. 5)
Motion by District 6 Alderperson Marshall, seconded by District 3 Alderperson Hale to approve.

Motion carried 8-0 on roll call.

Discussion considered remaining funds for this project.

4. O-5-25 - An Ordinance Amending Title 10, Chapter 1, Article B, Section 16, Subsection B of the Code of Ordinances, Designating Yield Control at the Intersection of Wittmann Drive and Wittmann Park Lane/Parkside Drive (Introduced by Mayor Hammond)
Motion by District 6 Alderperson Marshall, seconded by District 3 Alderperson Hale to approve.

Motion carried 8-0 on roll call.

Discussion considered involved signage.

Staff advised that this ordinance proposes installation of yield signs.

F. ADJOURNMENT

Motion by District 6 Alderperson Marshall, seconded by District 7 Alderperson Grade to adjourn at 7:02pm.

Motion 8-0 on roll call.

Minutes submitted by City Clerk Kaija Snyder.