



BOARD OF PUBLIC WORKS MINUTES

Monday, July 7, 2025 at 6:45 PM

First Floor Conference Rooms
100 Main Street, Menasha, WI

A. CALL TO ORDER

Meeting called to order by District 8 Alderperson Ropella at 8:53 pm.

B. ROLL CALL

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

Also Present: FD Sassman, DDMO Brown, PRD Sackett, DDE Gordon, 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, 6/16/25

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

E. DISCUSSION / ACTION ITEMS

1. Street Use Application - Harvest Festival; Saturday, September 20, 2025; 8:00
a.m. to 6:00 p.m.; B.L.O.O.M., LLC

Motion by District 6 Alderperson Marshall, seconded by District 4 Alderperson
Perkins to approve.

Motion carried 8-0 on roll call.

2. Payment - Sommers Construction Co., Inc.; Contract Unit No. 2025-02; Street
Construction and Rehabilitation; \$361,151.13 (Payment No. 1)

Motion by District 6 Alderperson Marshall, seconded by District 4 Alderperson
Perkins to approve.

Motion carried 8-0 on roll call.

3. Recommend to Award - Contract Unit No. 2025-03; Jefferson Park Boat
Launch; to Northeast Asphalt, Inc.; \$1,315,650.00

Motion by District 6 Alderperson Marshall, seconded by District 7 Alderperson
Grade to approve.

Motion carried 8-0 on roll call.

4. Change Order - Menasha Utilities; Contract Unit No. M0002-06-24-00128;
\$8,195.00 (Change Order No. 1)

Motion by District 6 Alderperson Marshall, seconded by District 3 Alderperson

Hale to approve.

Motion carried 8-0 on roll call.

5. Payment - Cardinal Construction Co., Inc.; Contract Unit No. 2024-10; Jefferson Park Shelter Construction; \$15,499.52 (Payment No. 6)
Motion by District 6 Alderperson Marshall, seconded by District 7 Alderperson Grade to approve.

Motion carried 8-0 on roll call.

Discussion considered remaining payments for this project; staff advised that this is the second to last payment.

F. ADJOURNMENT

Motion by District 1 Alderperson Rand seconded by District 4 Alderperson Perkins to adjourn the Board of Public Works meeting at 9:01 pm. Motion carried on voice vote.

Minutes submitted by City Clerk Kaija Snyder.