



**City of Neenah
Board of Public Works Minutes
Thursday, June 11, 2026 at 10:00 AM
Hauser Room
Neenah City Hall
211 Walnut Street**

- I. Call to order
A. Vice-Chair Ellis called the meeting to order at 10:01 AM

II. Roll Call

MEMBERS PRESENT: Director of Public Works Kaiser, Director of Community Development & Assessment Nieforth, City Attorney Rashid, and Aldermen Ellis and Defferding.

ALSO PRESENT: Fire Chief Teesch, Water Utility Director Mach, and Clerk Nagel.

EXCUSED: Mayor Borchardt and Director of Finance Rasmussen

III. Public Appearances - None

IV. Approval of Minutes

- A. [Approval of the minutes of the May 27., 2026 Meeting.](#) (Minutes can be found on the city website)

Motion by Rashid, seconded by Nieforth to approve the minutes of May 27, 2026 as presented. No further discussion. Motion carried in a voice vote, 5-0.

V. Unfinished Business

- A. None.

VI. New Business

- A. Public Works – Director Kaiser

1. Recommend Council award Contract 6-26, Epoxy Pavement Markings, to Century Traffic, in the amount of \$74,850.00. (Attachment)

Motion by Kaiser, seconded by Rashid to Recommend Council award Contract 6-26, Epoxy Pavement Markings, to Century Traffic, in the amount of \$74,850.00. Motion carried in a voice vote, 5-0.

Three proposals were received. The lowest proposal came in at \$74,850 from Century Traffic. They have done a fair amount of work for the city in the past. This contract is for miscellaneous pavement marking repairs. The materials used have a life expectancy of 5-10 years. The budget for this work is \$60,000, with \$60,000 carried forward from last year, which brings this project in well under budget.

2. Pay Request No.2, Contract 1-26, Utility and Street Construction on Elm Street, Reed Street and Laudan Bouelvard, to De Groot Inc., in the amount of \$465,965.35. (Attachment)

Motion by Kaiser, seconded by Nieforth to approve Pay Request No.2, Contract 1-26, in the amount of \$465,965.35. Motion carried in a voice vote, 5-0.

This pay request is for all water and sewer utility work on Elm, Reed, and Laudan in the Shattuck area.

Work ran into heavy rock during the construction on Reed Street. Elm Street, work has not gotten into that area yet, however, it is expected to run into some more rock once the project gets to that point because that area has the deepest utility. There was discussion on potentially going over budget because of running into the rock with the utilities. Staff is monitoring the project closely to keep the project on track with the contract as possible, however, it is expected to go over the contracted amount. A change order is expected to come forward in the \$20-\$30,000 range just for dealing with the rock. The overall contract amount was just under \$5 million, making change order is pretty low in ratio to the overall contract amount.

3. Pay Request No.2, Contract 2-26, Utility and Street Construction on Sterling Avenue, Henry Street and Winneconne Bridge Overpass, to David Tenor Corporaton, in the amount of \$291,870.93. (Attachment)

Motion by Kaiser, seconded by Defferding to approve Pay Request No.2, Contract 2-26, in the amount of \$291,870.93. Motion carried in a voice vote, 5-0.

This pay request is for utility work on Sterling and Henry Streets.

B. Fire Department – Chief Teesch

1. Approve Pay Request No. 7, Fire Station No. 31 Remodel, to Milbach Construction Services Co. in the amount of \$1,017,458.68. (Attachment)

Motion by Kaiser, seconded by Nieforth to approve Pay Request No. 7 in the amount of \$1,017,458.68. Motion caried in a voice vote, 5-0.

With this payment, about \$4 million dollars has been paid on this \$7 million dollar project. Chief Teesch gave status update on the project. If things go well today the living quarters will be moved over to the renovated area and work will begin on the clinic side of the project. The training tower is almost complete. The old training tower will remain. Chief Teesch added the project is trending right on budget and right on time. He feels the project is past the bigger issues which were discovered early and dealt with.

2. Approve Change Order No. 16, as described in Notice of Scope Revision No. 27 - include smoke dampers in the HVAC system, in the amount of \$3,690.50, paid from the contingency budget. (Attachment) Motion by Ellis/Kaiser to approve Change Order No. 15, in a deduction of (\$23,182.00).

Motion by Kaiser, seconded by Nieforth to approve Change Order No. 16 in the amount of in the amount of \$3,690.50, paid from the contingency budget Motion caried in a voice vote, 5-0.

The change order adds dampers to the HVAC system between one of the fire walls between the dormitory area and the bays per the state inspector.

- VII. Announcements and Future Agenda Items Alderman Defferding requests discussion on possibly establishing a set meeting and time for the Board of Public Works.

VIII. Adjournment

Motion by Defferding, seconded by Kaiser to adjourn. Motion carried by a voice vote, 5-0. Meeting adjourned at 10:13 AM.

Respectfully Submitted,



Charlotte Nagel, City Clerk