



**City of Neenah  
Board of Public Works Minutes  
Wednesday, February 11, 2026 at 10:30 AM  
Hauser Room  
Neenah City Hall  
211 Walnut Street**

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I. Call to order

Meeting was called to order by Mayor Lang at 10:31 AM.

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

**ALSO PRESENT:** Assistant Fire Chief Krueger, Clerk Nagel, and Citizen Scott Becher.

**EXCUSED:** Director of Finance Rasmussen

II. Appearances

A. None

III. [Approval of the minutes of the January 15, 2026 meeting.](#) (Minutes can be found on the city website)

**Motion by Lendrum, seconded by Nieforth to approve January 15, 2026 minutes as presented. Motion carried in a voice vote, 6-0.**

IV. Unfinished Business

A. None.

V. New Business

A. Public Works – Director Kaiser

1. Change Order No.3, Contract 13-24, Commercial St and Winneconne Ave Right Turn Lane, Vinton Construction, for cold weather concrete upgrade, in the amount of \$2,935.00. (Attachment)

Steps were needed for cold weather concrete placement. The cost was \$5/sq. yard for the turn lane and \$0.50/sq. foot on the sidewalk. The steps taken do not affect strength or longevity of the concrete. Steps taken were the use of blankets and tarps to keep the curing temperature consistent. This does not affect the strength or the longevity of the concrete.

**Motion by Kaiser, seconded by Rashid to approve Change Order No.3, Contract 13-24, in the amount of \$2,935.00. Motion carried in a voice vote, 6-0.**

2. Pay Request No.2, Contract 5-25, HMA Repairs, to MCC Inc., in the amount of \$59,935.02. (Attachment)

The pay request is part of last year's hot mix asphalt repairs contract and is a partial payment for work done to date.

Mastic costs fall under operating budget under street repair for the purchase of materials. Typically, a joint purchase is made with another municipality in order to get a better price on mastic material.

**Motion by Kaiser, seconded by Lendrum to approve Pay Request No.2, Contract 5-25, in the amount of \$2,935.00. Motion carried in a voice vote, 6-0.**

3. Pay Request No.4, Contract 10-25, City Hall Window and Exterior Door Replacement, to Omni Glass & Paint, in the amount of \$89,000.00. (Attachment)

The project is on schedule. Crews are finishing the stairwells and will then move onto the entrance ways. Skylights are not included in this contract.

**Motion by Kaiser, seconded by Nieforth to approve Pay Request No.4, Contract 10-25, in the amount of \$89,000.00. Motion carried in a voice vote, 6-0.**

B. Fire Station 31 Remodel – Chief Teesch

1. Change Order No.1, Fire Station 31 Remodel, Notice of Scope Revision No. 3, exterior wall structural and insulation system improvements, in the amount of \$126,725.50. (Attachment)

Per memo and attachment. The building was built differently than the drawings indicated. When the existing walls were exposed, it was discovered there was a single block wall that functioned as both the interior and exterior wall of the building which explained the moister issue. Drawings indicated there were two separate walls. The change order is to cover the costs to shore up the wall to fit window and door openings.

**Motion by Ellis, seconded by Lendrum to approve Change Order No.1, Fire Station 31 Remodel, in the amount of \$126,725.50. Motion carried in a voice vote, 6-0.**

Assistant Chief Krueger advised the Board that the contract included a 10% contingency of entire project costs. When the remodel is complete it will be good for 40 years.

2. Change Order No.2, Fire Station 31 Remodel, Notice of Scope Revision No. 4, Hose tower foundation adjustments, in the amount of \$12,122.00. (Attachment)

Essential to the project, the hose tower is a new feature to the building to dry the hoses more efficiently. The hose tower is also used for training purposes and is more efficient with storage of the hoses.

**Motion by Ellis, seconded by Kaiser to approve Change Order No.2, Fire Station 31 Remodel, in the amount of \$12,122.00. Motion carried in a voice vote, 6-0.**

3. Change Order No.3, Fire Station 31 Remodel, Notice of Scope Revision No. 8, electrical transfer switch relocation, in the amount of \$10,576.31. (Attachment)

The transfer switch had to be relocated. The switch was originally located on the drive-thru bay wall and sticks out too far; therefore, the switch had to be moved out of the bay space and will now be located in a utility area away from vehicle traffic.

**Motion by Kaiser, seconded by Lendrum to approve Change Order No.3, Fire Station 31 Remodel, in the amount of \$10,576.31. Motion carried in a voice vote, 6-0.**

4. Change Order No. 4, Fire Station 31 Remodel, Notice of Scope Revision No. 11, Deduct 15' of footing and wall for west stoop and pour thickened edge grade beam, credit amount of \$650.00. (Attachment)

Per memo, this is a credit for the employee entrance footings. It was discovered the some of the footings could be reduced.

**Motion by Kaiser, seconded by Nieforth to approve Change Order No. 4, Fire Station 31 Remodel, credit amount of \$650.00. Motion carried in a voice vote, 6-0.**

5. Change Order No. 5, Fire Station 31 Remodel, Notice of Scope Revision No. 12, add one push/pull door between dorm room and alarm room, in the amount of \$3,502.40. (Attachment)

Change Order No. 5 is to construct a wall between the office area and the bunk area to separate the bunk area.

**Motion by Rashid, seconded by Lendrum to approve Change Order No. 5, Fire Station 31 Remodel, in the amount of \$3,502.40. Motion carried in a voice vote, 6-0.**

6. Approve SEH, Inc. invoice for Fire Station 31 Renovation Project for architectural fees in the amount of \$8,380.44. (Attachment)

This is a contractual request for payment.

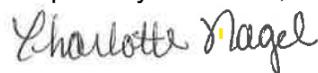
**Motion by Ellis, seconded by Lendrum to approve SEH, Inc. invoice for Fire Station 31 Renovation Project for architectural fees in the amount of \$8,380.44. Motion carried in a voice vote, 6-0.**

- VI. Any announcements/questions for the Board
  - A. None.

- VII. Adjournment

**Motion by Ellis, seconded by Kaiser to adjourn. Motion carried by a voice vote, 6-0. Meeting adjourned at 10:47 AM.**

Respectfully Submitted,



Charlotte Nagel, City Clerk