



**City of Neenah
Board of Public Works Minutes
Thursday, December 11, 2025 at 11:30 AM
Hauser Room
Neenah City Hall
211 Walnut Street**

- I. Call to order
Meeting was called to order by Mayor Lang at 11:30 AM

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

ALSO PRESENT: Water Utility Director Mach, Civil Engineers Kummerow and Eckhart, Clerk Nagel, and Citizen Scott Francis.

EXCUSED: Director of Public Works Kaiser and Finance Director Rasmussen.

- II. [Approval of the minutes of the December 1, 2025 meeting.](#) (Minutes can be found on the city website)
Motion by Lendrum, seconded by Nieforth to approve December 1, 2025, minutes as written. Motion carried in a voice vote, 5-0.

- III. Appearances
A. Scott Francis, owner of commercial building at 102 E. Forest Avenue. Mr. Francis would like the board to reconsider traffic markings at N. Commercial Street and E. Forest Avenue to give his building two additional parking spaces on N. Commercial Street.

- IV. Unfinished Business
A. None.

- V. New Business
A. Fire Department – Chief Teesch
1. Pay Request No. 1, Fire Station 31 Renovation Project, to Milbach Construction Services Company, in the amount of \$297,819.85. (Attachment)
Motion by Ellis, seconded by Nieforth to approve Pay Request No. 1, Fire Station 31 Renovation Project, in the amount of \$297,819.85. Motion carried by a voice vote, 5-0.

Info. Only

Fire Chief Teesch gave an update on the progress of the project. A change order is anticipated because the as-built drawings were not accurate with the was built, particularly with the outside walls.

- B. Public Works – Director Kaiser
1. Change Order No.2, Contract 4-24, Sanitary and Water Main Replacement, S. Park Avenue, to Scott Lamers Construction, in the amount of \$5,330.00. (Attachment)
Motion by Ellis, seconded by Nieforth to approve Change Order No. 2, Contract 4-24, in the amount of \$5,330.00. Motion carried by a voice vote, 5-0.

Info. Only

The change order is to remove a valve and tee in the roadway on S. Park Avenue.

Info. Only

2. Change Order No.3, Contract 4-24, Sanitary and Water Main Replacement, S. Park Avenue, to Scott Lamers Construction, in the amount of \$17,000.00. (Attachment)
Motion by Lendrum, seconded by Ellis to approve Change Order No.3, Contract 4-24, in the amount of \$17,000.00. Motion carried in a voice vote, 5-0.

The change order is to repair a connection main, installation of a lateral, repour a manhole bench, and seal existing cracks on Bayview Lane.

REPORT
CC & WWC

3. Final Pay Request, Contract 4-24, Sanitary and Water Main Replacement, S. Park Avenue, to Scott Lamers Construction, in the amount of, \$65,569.50. (Attachment)
Motion by Ellis, seconded by Lendrum to recommend both the Common Council and the Water Works Commission approve Final Pay Request, Contract 4-24, Sanitary and Water Main Replacement, S. Park Avenue, to Scott Lamers Construction, in the amount of \$65,569.50. Motion carried in a voice vote, 5-0.

Info. only

4. Pay Request No.1, Contract 4-25, Concrete Pavement and Sidewalk Repairs, to Al Dix Concrete, in the amount of \$47,989.25. (Attachment)
Motion by Ellis, Seconded by Lendrum to approve Pay Request No.1, Contract 4-25, in the amount of \$47,989.25. Motion carried in a voice vote, 5-0.

This is not a final pay request. The request is for work to date. The remainder of the work will be done in 2026.

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

- VII. Adjournment
Motion by Ellis, seconded by Lendrum to adjourn. Motion carried by a voice vote. Meeting adjourned at 11:58 AM.

Respectfully Submitted,



Charlotte Nagel, City Clerk