



**City of Neenah
Board of Public Works Minutes
Thursday, June 25, 2026 at 12:00 PM
Hauser Room
Neenah City Hall
211 Walnut Street**

I. Call to order

A. Mayor Borchardt called the meeting to order at 12:04 PM.

II. Roll Call

MEMBERS PRESENT: Mayor Borchardt, Director of Public Works Kaiser, Director of Community Development & Assessment Nieforth, and Aldermen Ellis and Defferding.

EXCUSED: City Attorney Rashid and Director of Finance Rasmussen.

ALSO PRESENT: Assistant Fire Chief Rodriguez and Clerk Nagel.

III. Public Appearances - None

IV. Approval of Minutes

A. Approval of the minutes of the [June 11, 2026](#) Meeting. (Minutes can be found on the city website)

Motion by Ellis, seconded by Nieforth to approve the minutes of June 11, 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. Make a recommendation to Council on Final Pay Request, Contract 525, Hot Mixed Asphalt Repairs, MCC, Inc., in the amount of \$3,803.10. (Attachment) **Motion by Kaiser, seconded by Ellis to Recommend Council Recommend Council approve Final Pay Request, Contract 5-25, in the amount of \$3,803.10. Motion carried in a voice vote, 5-0.**

B. Fire Department – Assistant Fire Chief Rodriguez

1. Approve Change Order No. 17, as described in the attached Notice of Scope Revision No. 24, in the amount of \$11,423.36, paid from contingency budget. (Attachment)
Motion by Ellis, seconded by Kaiser to approve Change Order No. 17, as described in the attached Notice of Scope Revision No. 24, in the amount of \$11,423.36, paid from contingency budget. Motion carried in a voice vote, 5-0.
2. Approve Pay Request No. 6, Fire Station No. 31 Remodel, to Milbach Construction Services, Co., in the amount of \$765,850.84. (Attachment)

Motion by Ellis, seconded by Nieforth to approve Pay Request No. 6, Fire Station No. 31 Remodel, to Maibach Construction Services, Co., in the amount of \$765,850.84. Motion carried in a voice vote, 5-0.

VII. Announcements and Future Agenda Items – None.

VIII. Adjournment

Motion by Ellis, seconded by Kaiser to adjourn. Motion carried by a voice vote, 5-0. Meeting adjourned at 12:08 PM.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Charlotte Nagel". The signature is written in dark ink on a white background.

Charlotte Nagel, City Clerk