



**City of Neenah**  
**Board of Public Works Minutes**  
**Thursday, December 12, 2024 at 12:00 PM**  
**Hauser Room**  
**Neenah City Hall**  
**211 Walnut Street**

**MEMBERS PRESENT:** Mayor Lang, Director of Community Development & Assessment Haese, Director of Public Works Kaiser, City Attorney Rashid, Alderman Hillstrom, and Alderman Lendrum.

**ALSO PRESENT:** Water Utility Director Mach, IT Director Schroeder, and Clerk Nagel

**EXCUSED:** Director of Finance Rasmussen.

**CALL TO ORDER:** Mayor Lang called the meeting to order at 12:05 PM.

- I. Approval of the minutes of the November 26, 2024 meeting. (Minutes can be found on the city website)  
Hillstrom/Kaiser. All voting aye.
- II. Appearances.  
None.
- III. Unfinished Business.  
None.
- IV. New Business.
  - A. Public Works
    1. Award Contract 14-24, Fiber Optic Installation at Oakhill Cemetery, Washington Park, and Winneconne/Harrison, to Directional Drilling Services, Inc., in the amount of \$64,953.40. (Attachment)  
Director Schroeder advised that back in May the city purchased the fiber from school district to gain access to the north side of the city. The immediate goal is to connect Oakhill Cemetery, Washington Park and Winneconne/Harrison signal box to the fiber.

The lowest of the four bids received was from Directional Drilling Services. Information Systems staff would also like to utilize MCE to help manage the contractor. A switch must be purchased for the project. Staff will be canceling Spectrum services as soon as the fiber is working. The project is expected to be completed in early spring.

**Motion by Haese, seconded by Lendrum to recommend Council approve an agreement with Directional Drilling Services, Inc to perform fiber optics work to connect Oak Hill Cemetery, Washington Park, and the Traffic Cabinet at Winneconne/Harrison to the city's network at a cost not to exceed \$65,000. Funding to come from the ARPA funds that were previously earmarked for fiber at Arrowhead Park, in the amount of \$50,000, and Information Systems' capital equipment project for smart cities for the remaining balance, all voting aye.**

2. Change Order No.1, Contract 11-24, Douglas Park Storm Water Pond Construction, to Calnin & Goss, Inc., for sewer and water laterals to park shelter, in the amount of \$1,461.36. (Attachment)  
**Motion by Kaiser, seconded by Lendrum to approve Change Order No.1, Contract 11-24, Douglas Park Storm Water Pond Construction, to Calnin & Goss, Inc., for sewer and water laterals to park shelter, in the amount of \$1,461.36, all voting aye.**
  
3. Pay Estimate No.8, Contract 3-24, Sanitary & Storm Sewer, Water Main, and Street Construction, on Bayview Road, Quarry Lane, Reed Street, and Commercial Street, to Donald Hietpas & Sons, in the amount of \$61,928.38. (Attachment)  
**Motion by Kaiser, seconded by Rashid to approve Pay Estimate No.8, Contract 3-24, Sanitary & Storm Sewer, Water Main, and Street Construction, on Bayview Road, Quarry Lane, Reed Street, and Commercial Street, to Donald Hietpas & Sons, in the amount of \$61,928.38., all voting aye.**
  
4. Pay Estimate No.1, Contract 11-24, Douglas Park Storm Water Pond Construction, Calnin & Goss, Inc., in the amount of \$129,161.95  
**Motion by Kaiser, seconded by Hillstrom to approve Pay Estimate No.1, Contract 11-24, Douglas Park Storm Water Pond Construction, Calnin & Goss, Inc., in the amount of \$129,161.95, all voting aye.**

IV. Any announcements/questions for the Board.  
A. None.

V. Adjournment.  
**Motion by Hillstrom, seconded by Kaiser to adjourn, all voting aye. Meeting adjourned at 12:19 PM.**