

CITY OF MENASHA  
SPECIAL BOARD OF PUBLIC WORKS  
100 MAIN STREET, MENASHA  
SEPTEMBER 18, 2023  
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Sevenich at 5:45 p.m.

B. ROLL CALL

PRESENT: Ald. Ted Grade, Ropella, Nichols, Eisenach, Sevenich, Hammond, Lewis, Tom Grade

ALSO PRESENT: DPW Jungwirth, FD Sassman, PRD Sackett, PHD Hutter, CA Struve, Mayor Merkes, Clerk Neuman, Deputy Clerk Snyder

C. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

(five (5) minute time limit for each person)

D. DISCUSSION / ACTION ITEMS

1. Minutes to approve

a. Board of Public Works, 9/5/23

Moved by Ald. Ropella seconded by Ald. Ted Grade to approve the Board of Public Works meeting minutes from 9/5/23.

Motion carried by voice vote.

E. DISCUSSION / ACTION ITEMS

1. Recommend to Award – Contract Unit No. 2023-06; Jefferson Park Playground; Vinton Construction Company; \$224,542.50

Moved by Ald. Ted Grade seconded by Ald. Tom Grade to recommend to Common Council to award Contract Unit No. 2023-06; Jefferson Park Playground; Vinton Construction Company, in the amount of \$224,542.50.

Motion carried on roll call 8-0.

Staff commented this is the next site plan prep for the Jefferson Park Vision Plan and this is within budget.

2. Payment – Donald Hietpas & Son Construction, Inc; MCM 09-22-00335; 2023 Sanitary Sewer & Water Main Reconstruction; \$77,932.00 (Payment No. 5)

Moved by Ald. Ropella seconded by Ald. Ted Grade to recommend to Common Council to approve the payment to Donald Hietpas & Son Construction, Inc; MCM 09-22-00335; 2023 for the Sanitary Sewer & Water Main Reconstruction in the amount of \$77,932.00 (Payment No. 5).

Motion carried on roll call 8-0.

Staff commented this is for Water Street and miscellaneous water main work.

3. Racine Street Right of Way Plat

Moved by Ald. Ropella seconded by Ald. Hammond to recommend approval to Common Council the Racine Street Right of Way Plat.

Motion carried on roll call 8-0.

Staff commented on transportation plat and ninety-five (95) percent of the properties on the plat are for TLEs (temporary limited easements) to aid in the transition for residential properties to where sidewalk is being put in (this is only needed for when the construction is taking place until contract is completed). There is one permanent limited easement, and this is due to the installation of a yard drain for a change in sidewalk elevation. There are six (6) fee acquisitions at six (6) residential properties, six (6) corners for the sidewalk installation to be ADA compliant and accessible at the curb ramp at the intersections. Construction is scheduled to be completed in 2025, specifically at Racine Street from Third Street to Ninth Street; this construction is being paid eighty (80) percent WisDOT STP grant funding, and securing these easements ahead of time is required as part of WisDOT procedures.

#### F. ADJOURNMENT

Moved by Ald. Ted Grade seconded by Ald. Hammond to adjourn at 5:57 p.m.  
Motion carried on voice vote.

Respectfully submitted by:

Valerie Neuman, City Clerk