

BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chair Thiele on Monday, April 14, 2025 at 6:00 P.M.

Members present: Antoine, DeCoster, Eggleston, Kilgas, Moore, Schell, Schumacher, and Thiele.

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Police Chief Graff, HR Director Hodge, Mark. and Com. Manager Fencil (Zoom), Fin. Dir. Van Rossum, Fire Chief Carrel (Zoom), and interested citizens.

1. Correspondence – none.

2. Discussion Topics.

a. Special Assessment Public Hearing for Project 1-25 - 2025 Concrete Street Paving.

DPW Engineer Neumeier gave a presentation on Project 1-25 – 2025 Concrete Street Paving. Discussion held and questions answered.

Chair Thiele declared the Public Hearing open and asked if anyone in the Council Chambers wished to address the Board of Public Works regarding Project 1-25, 2025 Concrete Street Paving.

Weston and Jacklyn Shelter, 2301 Campfire Court, Kaukauna, are on a corner lot and expressed concern over how much they are being assessed for this project.

Asking two more times if anyone else wished to address the Board, no one appeared, Chair Thiele declared the public hearing closed.

b. Recommend award of Project 5-25 - Strassburg Park Playground.

Staff is proposing playground updates, evaluating potential layouts, and different equipment/amenities available for Strassburg Park. Five vendors submitted a total of eight designs for consideration. Five staff members individually scored the proposals for each design, a summary of the scoring is attached. The highest scoring vendor was Lee Recreation Option #1. Staff agreed the Lee Option #1 offered the best value to the City and best play value to our residents while also incorporating accessibility into their base pricing. Discussion held and questions answered.

Motion by Moore, seconded by DeCoster to authorize Community Enrichment and Recreation Director to accept the proposal from Lee Recreation, LLC for Project #5-25: Strassburg Park Playground Updates and to negotiate a final contract within the \$150,000 budget.

All Ald. voted aye.

Motion carried.

c. Authorization to seek Re-Bid of Truck #14 – Engineering Pick-up.

Gustman Chevrolet was the sole bidder on the replacement for truck #14. Authorization was granted to award truck bid to Gustman Chevrolet for \$47,510 contingent on if a 2026 model truck was going to be provided there would be no increase in cost to the city. Gustman Chevrolet is unable to provide a 2025 model truck that meets specifications necessary for this replacement, and is unable to confirm that a 2026 model truck can be provided for the bid price of \$47,510. Discussion held and questions answered.

Motion by Moore, seconded by Antoine to authorize the Street Superintendent to reject bid from Gustman Chevrolet and seek new bids for replacement.

All Ald. voted aye.

Motion carried.

d. Great Lakes Sediment and Nutrient Reduction Program (GLSNRP) Grant Application for 1,000 Islands.

Outagamie County Land Conservation Department (LCD) has offered to help the City apply for Great Lakes Sediment and Nutrient Reduction Program (GLSNRP) Grant to provide restoration and stabilization projects within the 1,000 Islands Conservancy, on/near the former Hoersch property. For the grant application, we have requested a letter of support from Plan Commission, which also serves as our City Stormwater Advisory Board, along with this Board, and we will request the same from Common Council, and 1,000 Islands Committee. Discussion held and questions answered.

Motion by Eggleston, seconded by Kilgas to authorize the Chair of the Board Public Works to send a Letter of Support from the Board for a Great Lakes Sediment and Nutrient Reduction Program (GLSNRP) Grant Application for 1,000 Islands Ravine Stabilization.

All Ald. voted aye.

Motion carried.

e. Slow Mow Summer.

In 2023, the City stopped promoting “No-Mow May” and began to promote different ways to help pollinators with a more holistic approach called “Slow-Mow Summer”. Some ways to participate include decreasing the amount of times grass is cut, planting flowers and native plants; especially plants that flower early in the season, increasing mower height to highest setting, and reducing pesticide use. Summer actions help create lawns that require less chemicals, promote more infiltration, require less watering and help keep pollutants out of our rivers and lakes.

Motion by Schell, seconded by Moore to direct staff to continue promoting the “Slow-Mow Summer” program and participate as much as practical in City parks and open spaces.

All Ald. voted aye.

Motion carried.

f. Public works Updates.

Concrete street paving and asphalt paving projects starting in the next week. All park bathrooms are open this week except for Jonen Park where city crews are installing an epoxy flooring. Maintenance and test lifts on the Veterans Memorial Lift Bridge will take place this Friday and next week Wednesday. On May 3, 2025, there will be the Fox Heritage Run and the Fox Wolf Watershed clean up.

3. Adjourn.

Motion made by Moore, seconded by DeCoster to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 6:54 pm.

Kayla Nessmann
Clerk