

It is expected that a Quorum of the Personnel Committee, Administration Committee, and Common Council will be attending this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA  
Board of Public Works  
Third Floor Council Chambers  
140 Main Street, Menasha  
November 2, 2015  
6:45 PM  
or immediately following the Administration Committee  
AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
  - 1. [October 19, 2015](#)
- D. DISCUSSION / ACTION ITEMS
  - 1. [Payment – Borsche Roofing Professionals, Inc.; Library/City Hall Re-Roofing Project; Contract Unit No. 2015-02; \\$42,274.26 \(Payment No. 2\)](#)
- E. ADJOURNMENT

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."

CITY OF MENASHA  
Board of Public Works  
Third Floor Council Chambers  
140 Main Street, Menasha  
October 19, 2015  
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Krautkramer at 8:40 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Keehan, Zelinski, Spencer, Benner, Nichols, Taylor, Krautkramer  
ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, DPW Radtke, CDD Keil,  
ASD Steeno, PHD McKenney, Clerk Galeazzi

C. MINUTES TO APPROVE

1. [October 5, 2015 \(1<sup>st</sup> Meeting\)](#)
2. [October 5, 2015 \(2<sup>nd</sup> Meeting\)](#)

Moved by Ald. Taylor seconded by Ald. Keehan to approve minutes 1 & 2.  
Motion carried on voice vote.

D. DISCUSSION / ACTION ITEMS

1. [Payment – Borsche Roofing Professionals, Inc.; Library/City Hall Re-Roofing Project; Contract Unit No. 2015-02; \\$63,385.52 \(Payment No. 1\)](#)

DPW Radtke explained the payment is for work done on the Library roof. The work on the City Hall roof is also complete. The request for payment on City Hall will be on a future agenda for approval.

Moved by Ald. Taylor seconded by Ald. Spencer to recommend to Common Council payment to Borsche Roofing Professionals, Inc. for Library/City Hall Re-Roofing Project, Contract Unit No. 2015-02 in the amount of \$63,385.52 (Payment No. 1)  
Motion carried on roll call 7-0.

2. [Approval of Third Street Bridge Railing Design](#)

DPW Radtke explained the railing design options for the Third Street Bridge. Replacement of the bridge will be done in 2016-2017. The Consultant is looking for a decision on the type of railing design. A recommendation from a resident in the Brighton Drive neighborhood was to incorporate local artwork in the railing design. Based on input from residents, staff recommends a stained Texas Rail Plain Concrete with Insets.

Moved by Ald. Zelinski seconded by Ald. Keehan to recommend to Common Council a stained Texas Rail Plain Concrete with Insets for Third Street Bridge Railing Design.  
Motion carried on roll call 7-0.

E. ADJOURNMENT

Moved by Ald. Taylor seconded by Ald. Zelinski to adjourn at 8:50 p.m.  
Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk.

**Certificate of Payment**

Date: October 12, 2015

Payment Request: Two (2)

Contractor: Borsche Roofing Professionals, Inc.

Address: N2971 Highway 15, PO Box 160, Hortonville, WI 54944

Contract Unit No.: 2015-02

Project Description: Menasha Library/City Hall Re-Roofing Project

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Original Contract Amount	\$ 106,659.78
Change Order No.: _____ Amount: \$ _____	
Previous Change Order(s): \$ _____	
Total Contract Amount (Including Change Orders)	\$ 106,659.78
Total Earned to Date (Summary Attached)	\$ 106,659.78
Less Retainage	\$ 1,000.00
Amount Due	\$ 105,659.78
Previous Payments	\$ 63,385.52
Amount Due this Payment	\$ 42,274.26

Estimate Period from October 1, 2015 to October 22, 2015

*I certify that all bills for labor, equipment, materials and services are paid for which previous certificates for payment were issued.*

Date: \_\_\_\_\_ By: \_\_\_\_\_

*Lien Waivers from all subcontractors and suppliers shall accompany each Request for Payment. Affidavit of Compliance with Prevailing Wage Rates shall accompany Request for Final Payment.*

**Recommended for Payment**

Director of Public Works: Mark Raddler Date: 10/29/15

**Common Council Approval Date:** \_\_\_\_\_

**Finance Department**

<u>Account Number</u>	<u>Budget</u>	<u>Charge to Account</u>
	\$	
	\$	
	\$	
	\$	