



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appletonwi.gov

Meeting Minutes - Final Municipal Services Committee

Monday, November 10, 2025

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Chair Fenton called the meeting to order at 4:31 p.m.

2. Pledge of Allegiance

3. Roll call of membership

Present: 3 - Fenton, Meltzer and Firkus

Excused: 1 - Stancil-Martin

Absent: 1 - Schultz

4. Approval of minutes from previous meeting

[25-1379](#)

Minutes from October 20, 2025

Attachments: [10-20-25 MSC Minutes.pdf](#)

Firkus moved, seconded by Meltzer, that the Minutes be approved. Roll Call.

Motion carried by the following vote:

Aye: 3 - Fenton, Meltzer and Firkus

Excused: 1 - Stancil-Martin

Absent: 1 - Schultz

5. Public Hearing/Appearances

6. Action Items

[25-1380](#)

Approve Appleton North Side Business Association Seasonal Decorations Request

Attachments: [ANBA Seasonal Decorations Request.pdf](#)

Meltzer moved, seconded by Firkus, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Fenton, Meltzer and Firkus

Excused: 1 - Stancil-Martin

Absent: 1 - Schultz

[25-1381](#)

Approve Paving Reconstruction Design for Marston Alley (Spruce St to Summit St)

Attachments: [Design Approval Marston Alley.pdf](#)

Meltzer moved, seconded by Firkus, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Fenton, Meltzer and Firkus

Excused: 1 - Stancil-Martin

Absent: 1 - Schultz

[25-1382](#)

Amend 2025 Materials Testing Contract (M-25) with Westwood Professional Services from an amount not to exceed \$100,000 to an amount not to exceed \$150,000.

Attachments: [M-25 Contract Amendment Memo.pdf](#)

Meltzer moved, seconded by Firkus, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Fenton, Meltzer and Firkus

Excused: 1 - Stancil-Martin

Absent: 1 - Schultz

[25-1383](#)

Glenmore Reserve Plat - New Street Design Approvals

Attachments: [Glenmore Reserve Road Design Approvals.pdf](#)

Firkus moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Fenton, Meltzer and Firkus

Excused: 1 - Stancil-Martin

Absent: 1 - Schultz

[25-1384](#)

Approve Long Term Temporary Occupancy Permit for Hoffman Planning at 111 W College Avenue through April 30, 2026.

Attachments: [LTT Occupancy Permit 111 W College.pdf](#)

Meltzer moved, seconded by Firkus, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Fenton, Meltzer and Firkus

Excused: 1 - Stancil-Martin

Absent: 1 - Schultz

7. Information Items

[25-1385](#) 2026 Public Works Department Budget Discussion

8. Adjournment

Meltzer moved, seconded by Firkus, that the meeting be adjourned at 4:38 p.m.

Roll Call. Motion carried by the following vote:

Aye: 3 - Fenton, Meltzer and Firkus

Excused: 1 - Stancil-Martin

Absent: 1 - Schultz