



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
www.appleton.org

## Meeting Minutes - Final Municipal Services Committee

---

Monday, January 6, 2025

4:30 PM

Council Chambers, 6th Floor

---

1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

**Present:** 4 - Fenton, Meltzer, Siebers and Firkus

**Excused:** 1 - Doran

4. Approval of minutes from previous meeting

[24-1612](#)

Minutes from December 9, 2024

**Attachments:** [12-09-24 MSC Minutes.pdf](#)

**Siebers moved, seconded by Firkus, that the Minutes be approved. Roll Call.  
Motion carried by the following vote:**

**Aye:** 4 - Fenton, Meltzer, Siebers and Firkus

**Excused:** 1 - Doran

5. **Public Hearing/Appearances**

6. **Action Items**

[24-1613](#)

Award 2025 Illicit Discharge Detection and Elimination Ongoing Field Screening Services Contract to Westwood Infrastructure, Inc. in an amount not to exceed \$35,000

**Attachments:** [MSC Award Memo 2025 IDDE Field Screening Services 01-06-2024.pdf](#)

**Siebers moved, seconded by Firkus, that the Minutes be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Fenton, Meltzer, Siebers and Firkus

**Excused:** 1 - Doran

[24-1614](#)

Award M-25 2025 Materials Testing & Contaminated Soils Contract to Westwood Infrastructure, Inc. in an amount not to exceed \$100,000

**Attachments:** [MSC M-25 Contract Award Memo 01-06-2025.pdf](#)

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

**Aye:** 4 - Fenton, Meltzer, Siebers and Firkus

**Excused:** 1 - Doran

[24-1615](#)

Approve Long Term Temporary Occupancy Permit to Integrity Environmental Services for dumpster in parking lane of Superior St north of College Ave, from 2/6/2025 through 11/30/2025.

**Attachments:** [MSC LTT Occupancy Permit Integrity Enviro Superior St Dumpster 01-06-2025.pdf](#)

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

**Aye:** 4 - Fenton, Meltzer, Siebers and Firkus

**Excused:** 1 - Doran

[24-1616](#)

Approve Hilton Appleton Paper Valley Permanent Occupancy Permit and Sign Permit

**Attachments:** [Hilton Occupancy Permit Application.pdf](#)  
[Hilton Skywalk Parking Signs Application.pdf](#)

**Siebers moved, seconded by Firkus, that the Report Action Item be held until the January 20, 2025 Municipal Services Committee Meeting. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Fenton, Meltzer, Siebers and Firkus

**Excused:** 1 - Doran

**7. Information Items**

**8. Adjournment**

**Siebers moved, seconded by Firkus, that the meeting be adjourned. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Fenton, Meltzer, Siebers and Firkus

**Excused:** 1 - Doran