



# City of Appleton

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

## Meeting Minutes - Final Municipal Services Committee

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Monday, March 23, 2026

4:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

*Chair Fenton called the meeting to order at 4:30 p.m.*

2. Pledge of Allegiance

3. Roll call of membership

*Aldersperson Schultz arrived at 4:32 p.m.*

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

**Excused:** 1 - Stancil-Martin

4. Approval of minutes from previous meeting

[26-0372](#)

Minutes from March 9, 2026

**Attachments:** [03-09-26 MSC Minutes.pdf](#)

**Meltzer moved, seconded by Firkus, 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

[26-0373](#)

Request to award 2026 Bridge Inspection and Related Services Contract to Collins Engineers, Inc., in an amount not-to-exceed \$50,000

**Attachments:** [Collins R-26 Bridge Insp Award 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

[26-0374](#)

Request to award Sole Source Consultant Contract for 2026 Construction Inspections Services to raSmith in an amount not to exceed \$80,000, contingent upon 2025 DPW budget carry over approvals

**Attachments:** [Construction Inspect Award Memo raSmith.pdf](#)

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

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

**Excused:** 1 - Stancil-Martin

**7. Information Items**

**8. Adjournment**

**Meltzer moved, seconded by Schultz, that the Meeting be adjourned. Roll Call. Motion carried by the following vote:**

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

**Excused:** 1 - Stancil-Martin