



City of Appleton

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

Meeting Minutes - Final Municipal Services Committee

Monday, March 23, 2026

4:30 PM

Council Chambers, 6th Floor

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