



City of Appleton

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

Meeting Minutes - Final Utilities Committee

Wednesday, December 17, 2025

5:30 PM

Council Chambers, 6th Floor

Special Meeting

1. Call meeting to order

Chairperson Meltzer called the Utilities Committee meeting to order at 5:35 p.m.

2. Pledge of Allegiance

3. Roll call of membership

Present: 4 - Meltzer, Stancil-Martin, Lambrecht and Dougherty

Excused: 1 - Heffernan

4. Approval of minutes from previous meeting

[25-1499](#)

Approval of the November 11, 2025 Utilities Committee Meeting Minutes.

Attachments: [November 11, 2025 Utilities Committee Meeting Minutes.pdf](#)

Lambrecht moved, seconded by Stancil-Martin, that the November 11, 2025 Utilities Committee Meeting Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 4 - Meltzer, Stancil-Martin, Lambrecht and Dougherty

Excused: 1 - Heffernan

5. Public Hearing/Apearances

6. Action Items

[25-1500](#)

Award 2026A Stormwater Management Plan review contract to Brown and Caldwell in an amount not to exceed \$40,000.

Attachments: [2026A BC Plan Review Award Util Memo.pdf](#)

Lambrecht moved, seconded by Stancil-Martin, that the 2026A Stormwater Management Plan review contract to Brown and Caldwell in an amount not to exceed \$40,000 be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Meltzer, Stancil-Martin, Lambrecht and Dougherty

Excused: 1 - Heffernan

[25-1501](#)

Award 2026B Stormwater Management Plan review contract to raSmith in an amount not to exceed \$40,000.

Attachments: [2026B raSmith Plan Review Award Util Memo.pdf](#)

Lambrecht moved, seconded by Stancil-Martin, that the 2026B Stormwater Management Plan review contract to raSmith in an amount not to exceed \$40,000 be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Meltzer, Stancil-Martin, Lambrecht and Dougherty

Excused: 1 - Heffernan

[25-1502](#)

Request to approve the acceptance of the Department of Natural Resources Lead Service Line Replacement Community Outreach Grant for private-side lead services replacements outreach in the amount of \$65,000.

Attachments: [20251209_LSLR Community Outreach Grant Acceptance MEMO.pdf](#)

Lambrecht moved, seconded by Stancil-Martin, that the acceptance of the Department of Natural Resources Lead Service Line Replacement Community Outreach Grant for private-side lead services replacements outreach in the amount of \$65,000 be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Meltzer, Stancil-Martin, Lambrecht and Dougherty

Excused: 1 - Heffernan

[25-1524](#)

Renewable Natural Gas (RNG) Purchase and Site Lease Agreement between Terreva Outagamie RNG and the Appleton Department of Utilities

Attachments: [251212_UC Memo RNG Purchase Agreement.pdf](#)

Lambrecht moved, seconded by Stancil-Martin, that the Renewable Natural Gas (RNG) Purchase and Site Lease Agreement between Terreva Outagamie RNG and the Appleton Department of Utilities be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Meltzer, Stancil-Martin, Lambrecht and Dougherty

Excused: 1 - Heffernan

7. Information Items

[25-1522](#)

2026 Joint Chemical Consortium Quotation Awards

Attachments: [2026 Chemical Consortium Memorandum.pdf](#)*This item was presented.*

8. Adjournment

Lambrecht moved, seconded by Stancil-Martin, that the Utilities Committee Meeting be adjourned at 5:48 p.m.. Roll Call. Motion carried by the following vote:

Aye: 4 - Meltzer, Stancil-Martin, Lambrecht and Dougherty

Excused: 1 - Heffernan