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Fax, 262-567-4115  
Public Works Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
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**AGENDA**  
**Summit Utility District #2 Commission Meeting**  
**Thursday, May 14, 2026 at 5:45 pm**

1. CALL TO ORDER
2. ROLL CALL AND CONFIRM POSTING
3. PUBLIC COMMENT
4. MINUTES: April 9, 2026 regular meeting
5. Discussion and action on April 2026 payables and Financial Report
6. Update on e-billing activities for quarterly bills
7. Discussion on April 2026 engineering report from SHE
8. ADJOURN UTILITY COMMISSION MEETING

Respectfully Submitted,

Debra J. Michael, WCMC  
Village Administrator-Clerk/Treasurer

**Next Regular Meeting: June 11, 2026**

**Posted: May 7, 2026**

\*\*\*\* Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact the Village Hall at 567-2757.  
It is possible that members of and possible a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any other governmental body except by the Village Board noticed above.



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**MINUTES**  
**Summit Utility District #2 Commission Meeting**  
**April 9, 2026**

**CALL TO ORDER**

Chairperson Riley called to order the Summit Utility District #2 meeting at 4:00 p.m. on Thursday, April 9, 2026 at Summit Village Hall, 37100 Delafield Road, Summit, WI.

**ROLL CALL AND CONFIRM POSTING**

Clerk Michael confirmed that the meeting was noticed to the local media as required and requested and posted on the Village posting board and website. Commissioners present were: Justin Phillips, Jim Petronovich, Jeff Lee and Kraig Arenz, Sr. Also, present were: Chairperson Jack Riley, Public Works Director Kamron Nash, and Administrator-Clerk/Treasurer Debbi Michael.

**PUBLIC COMMENT** – Mike Nevins, 849 N Pointview Road – thanked Jim and Jeff for their service. Cobalt and The Harvest, if the Utility District will be part of that or if Oconomowoc takes over the water and sewer. If it's part of the Utility District, how many pumps will it need and costs to homeowners in that District. If that is going to be serviced by Oconomowoc. Talking to SEWRPC about the aquifer and it has been going down over the years and what future development will do to that.

MINUTES: March 12, 2026 regular meeting

**MOTION:** (Petronovich, Phillips) *to approve the March 12, 2026 regular meeting minutes.*  
Carried.

Discussion and action on March 2026 payables and Financial Report

**MOTION:** (Petronovich, Lee) *to approve the financial report and March payables in the amount of \$32,231.26.* Carried.

Discussion on March 2026 engineering report from SEH

The report was reviewed.

Discussion and action on 2026 Flygt-Xylem Pump Annual Maintenance Agreement

Director Nash explained that because we are replacing so many pumps this year we requested a separate agreement for 2026 for just those we aren't replacing.

**MOTION:** (Lee, Petronovich) *to approve the 2026 Pump Preventative Maintenance Service Agreement between Xylem Water Solutions USA, Inc. and the Village of Summit Utility District #2, as proposed. Carried.*

Discussion and action on 2027-2028 Flygt-Xylem Pump Maintenance Agreement

Director Nash stated that we usually do a multi-year agreement which locks in the price.

**MOTION:** (Lee, Phillips) *to approve Option #2 of the 2027 - 2028 Pump Preventative Maintenance Service Agreement between Xylem Water Solutions USA, Inc. and the Village of Summit Utility District #2, as proposed. Carried.*

ADJOURN UTILITY COMMISSION MEETING

**MOTION:** (Arenz, Lee) *to adjourn at 6:22 p.m. Carried.*

Respectfully Submitted,

Debra J. Michael, WCMC  
Village Administrator-Clerk/Treasurer

**Next Regular Meeting: May 14, 2026**

2026  
UTILITY DISTRICT  
FINANCIAL INFORMATION

<b>UD2</b>	<b>Amount \$\$</b>
Bank 59 Balance: 04/30/2026	\$1,911,915.85
AP March 2026	(\$65,431.45)
Interest Paid/Accrued 59: 3.80 %	\$7,803.35
Available Funds	\$1,846,484.40
Interest Paid YTD 59 2025	\$30,261.88
<b>LOAN INFORMATION:</b>	
GO Fund - Payoff: 5/2027	
Payments: 04/30/26 (Principal & Interest)	\$781,667.50
November (Interest only)	\$8,635.00
2026 Total Principal & Interest payment	\$790,302.50
12/31/2026 YE Principal Balance	\$785,000.00
<b>Silver Lake Utility District</b>	
<b>Amount \$\$</b>	
Bank 59 Balance: 04/30/2026	\$209,176.25
AP April 2026	(\$7,791.52)
Interest Paid/Accrued: 3.81 %	\$648.02
Available Funds	\$201,384.73
Interest Paid YTD 59	\$2,541.05

2026  
Utility District  
Financial Report

6 Month Tracking

MONTH	UD2	NOTE:
May-26	\$65,431.45	
April Loan Payment	\$765,000.00	
April Interest Payment	\$16,667.50	
April-26	\$32,231.26	
March-26	\$40,767.24	
February-26	\$67,790.58	
January-26	\$32,596.53	
December-25	\$17,797.31	
Total	\$1,038,281.87	
	\$256,614.37	Loan Payment + Interest deducted from total.
6 Month Average:	\$ 42,769.06	

5/06/2026 1:31 PM

In Progress Checks - Full Report - ALL  
ALL Checks by Payee  
BANK 59 SUD#2

Page: 1  
ACCT

Dated From: From Account:  
Thru: Thru Account:

Voucher Nbr	Check Date	Payee	Amount
5/15/2026 AREA SEPTIC INSTALLATION INC			
APRIL INVOICE		Manual Check Nbr:	051526-1
620-00-53659-000-000		CONTRACTUAL SERVICES	2,112.00
		4496	
620-00-53659-000-000		CONTRACTUAL SERVICES	2,508.00
		4501	
Total			4,620.00

5/15/2026 DELAFIELD-HARTLAND WATER POLLUTION CONTROL			
042926 TREATMENT		Manual Check Nbr:	051526-2
620-00-53632-000-000		TREATMENT EXPENSE DEL-HART	14,888.12
		042926 TREATMENT	042926
620-00-53633-000-000		CAPITAL CONNECT CHRГ DEL-HART	11,024.00
		042926CNCT	
Total			25,912.12

5/15/2026 DIGGERS HOTLINE INC			
LOCATE		Manual Check Nbr:	051526-3
620-00-53659-000-000		CONTRACTUAL SERVICES	72.20
		LOCATE	260436551
Total			72.20

5/15/2026 ENERGENECS			
CONTROL REPAIR & UPGRADES 2025		Manual Check Nbr:	051526-4
620-00-53635-000-000		MAINTENANCE OF LIFT STATIONS	12,901.79
		CONTROL REPAIR & UPGRADES	0050244
Total			12,901.79

5/15/2026 EXCEL UNDERGROUND LLC			
13609 & 13720		Manual Check Nbr:	051526-5
620-00-53659-000-000		CONTRACTUAL SERVICES	235.25
		MARCH LOCATE	13609
620-00-53659-000-000		CONTRACTUAL SERVICES	280.00
		APRIL LOCATE	13720
Total			515.25

5/15/2026 MUNICIPAL LAW & LITIGATION GROUP SC			
LEGAL		Manual Check Nbr:	051526-6
620-00-53658-000-000		LEGAL FEES	355.40
		MAR/APR	17509

5/06/2026 1:31 PM

In Progress Checks - Full Report - ALL  
ALL Checks by Payee  
BANK 59 SUD#2

Page: 2  
ACCT

Dated From: From Account:  
Thru: Thru Account:

Voucher Nbr	Check Date	Payee	Amount
<b>Total</b>			<b>355.40</b>
<hr/>			
	5/15/2026	SHORT ELLIOTT HENDRICKSON INC	
		ENGINEERING	Manual Check Nbr: 051526-7
620-00-53631-000-000		PRO. SER./ENGINEERING	5,304.29
		2026 MARCH ENGINEERING	507114
<b>Total</b>			<b>5,304.29</b>
<hr/>			
	5/15/2026	VEOLIA WTS USA, INC	
		CHEMICAL TREATMENT	Manual Check Nbr: 051526-7
620-00-53636-000-000		CHEMICAL TREATMENT	9,089.08
		PRO SWEET 4004 LB	903741373
<b>Total</b>			<b>9,089.08</b>
<hr/>			
	5/15/2026	VILLAGE OF SUMMIT	
		APRIL ADMIN	Manual Check Nbr: 051526-8
620-00-53659-000-000		CONTRACTUAL SERVICES	5,083.34
		APRIL ADMIN	040126UD2
<b>Total</b>			<b>5,083.34</b>
<hr/>			
	5/15/2026	WE ENERGIES - UTILITY DISTRICTS	
		LIFT STATIONS	Manual Check Nbr: 051526-WEAP
620-00-53656-000-000		UTILITIES	1,577.98
		LIFT STATIONS	5909795853
<b>Total</b>			<b>1,577.98</b>
<b>Grand Total</b>			<b>65,431.45</b>



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**MEMORANDUM**

To: Summit Utility District No. 2 Commission

From: Sarah LaValliere, Deputy Clerk/Deputy Treasurer

Date: May 6, 2026

Re: Update on E-billing of Quarterly Bills

This memorandum provides follow-up regarding the implementation and use of online billing and emailed utility bills as of the end of the first quarter of 2026.

As of Q1 2026, Utility District #2 103 utility bills via email, representing \$99,474.43 in billed revenue. The use of electronic billing allows residents to receive invoices “instantly” and provides the opportunity for earlier payment through the online Click-to-Pay system, potentially accelerating revenue collection compared to traditional mailed invoices.

In addition to improved payment accessibility, the use of emailed bills has produced reductions in mailing costs. Based on the current number of emailed bills (103), the Village avoided the following estimated mailing expenses during Q1 2026.

**Utility District #2**

- Postage: \$76.22 \*
- Envelopes: \$20.60
- Paper: \$1.03 \*
- Total: \$97.85

**Total Q1 Summit Utility District #2 Estimated Savings: \$97.85**

\* Postage rate increases .04, July 2026 from .74 to .78.

\*Cost of paper is paper only, at market rate .01 (01/22/2026) this does not include cost of copies.

Below is a comparison of online payments received Q1 2025 vs Q1 2026 for Utility District #2

2026 Online Transactions	50	Total 2026 Online Funds received	\$ 13,367.50
2025 Online Transactions	30	Total 2025 Online Funds Received	\$ 8,841.82

This comparison shows online transactions increased from 30 transactions in 2025 to 50 transactions in 2026, representing an increase of 20 transactions or approximately 66.7%.

Total online funds received also increased from \$8,841.82 in 2025 to \$13,367.50 in 2026, representing an increase of \$4,525.68 or approximately 51.2%.

The data reflects continued growth in the use of online payment services and increased utilization of electronic payment options by customers/residents.

**Silver Lake Utility District:**

Q1 Billed May 1, 2026 represents \$6,575 dollars billed and 28 Accounts

- Postage: \$20.72\*
- Envelopes: \$5.60
- Paper: \$.28\*
- Total: \$26.60

**Total Q1 Silver Lake Utility District Estimated Savings: \$26.60**

\* Postage rate increases .04, July 2026 from .74 to .78.

\*Cost of paper is paper only, at market rate .01 (01/22/2026) this does not include cost of copies.

Below is a comparison of online payments received Q4 2024 (Billed February 2025) vs Q4 2025 (Billed January 2026) for Silver Lake Utility District.

2026 Online Transactions	11	Total 2026 Online Funds received	\$ 2,377.80
2025 Online Transactions	13	Total 2025 Online Funds Received	\$ 2,609.58

Activity for the reporting period showed a slight decrease in 2026 compared to 2025. Transactions decreased from 13 to 11, a reduction of approximately 15.4%, while total online funds received decreased from \$2,609.58 to \$2,377.80, a decrease of approximately 8.9%. Although transaction volume declined, the smaller decrease in total revenue suggests that the average transaction amount in 2026 was higher. This variation appears consistent with normal fluctuations related to billing cycles, payment timing, seasonal usage patterns, or customer payment preferences. Despite decline in online payment activity, the continued use of online payment options provides operational efficiencies and cost savings to the Utility District through reduced paper processing, postage, and administrative handling time.

This information demonstrates the operational efficiencies gained through e-billing while also supporting faster communication with residents.

Staff will continue to encourage residents to enroll in email billing and online payment options to further streamline billing operations, reduce administrative costs, and improve payment timelines.



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## MEMORANDUM

TO: Summit Utility District No. 2  
FROM: Steve Yoss, PE  
DATE: May 7, 2026  
RE: Monthly Engineering Report  
SEH No. 189352 14.00

The following information describes the status of the sewer system operations and maintenance.

1. Action Items: None
2. Sewer Cleaning and Televising Program & Wet Well Cleaning Program
  - A. SEH put together RFQ's for two sewer maintenance programs. SEH plans to send RFQs on 5/11/2026 to contractors. Quotes will be provided for discussion and possible action at the June meeting.
3. CMARs
  - A. SEH plans to complete CMAR by June 30<sup>th</sup>.
4. Service Agreements Updates
  - A. ASI – Current agreement to expire on Dec. 31, 2028.
  - B. Starnet – 1 full-service days and then pay for service on an as needed basis.
  - C. Evoqua Bioxide Rate – Current through April 30, 2027.
  - D. Flygt – Xylem – Current agreement expires in 2028.
5. Lift Station Reporting and System Maintenance
  - A. Area Septic Installation (ASI) continues to perform weekly and monthly maintenance duties.
  - B. Xylem/Flygt – Pumps and parts ordered.
6. Lift Station No. 6 – Check Valve failure
  - A. Check valves to be shipped early June.
7. Bioxide Alternatives
  - A. Veolia Water Technologies and Solutions – Currently feeding ProSweet and recording data. See recent trial results summarized in an email from Veolia.
8. We Energies Construction
  - A. We Energies currently working on electrical utility work around Lift Station No. 5. They are hydro excavating and starting to re-boring an electrical line and are going between the gas and fiber line that both run next to the station. The work is planned to be done by the end of May.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., N19W24133 Riverwood Dr, Waukesha, WI 53188

262.646.6855 | 888.908.8166 fax | [sehinc.com](http://sehinc.com)

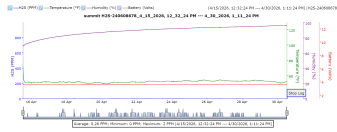
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From: [Eric Pflanzenberg](mailto:eric.plantenberg@veolia.com)  
 To: [Eric Pflanzenberg](mailto:eric.plantenberg@veolia.com)  
 Cc: [Eric Pflanzenberg](mailto:eric.plantenberg@veolia.com); [Richard Andrusko](mailto:richard.andrusko@veolia.com); [Robert Malzahn](mailto:robert.malzahn@sehinc.com); [Austin Gustin](mailto:austin.gustin@sehinc.com)  
 Subject: Re: FW: Summit H2S Control  
 Date: Thursday, May 7, 2025 7:28:41 AM  
 Attachments: [img001.png](#)  
[img002.png](#)  
[img003.png](#)  
[img004.png](#)  
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[img013.png](#)  
[img014.png](#)

Good morning Steve. Yes, Austin has put the ProSweet drums on at lift stations 2 and 3. I pulled data last week; see the chart below. We continue to see very low levels (< 2 ppm) at lift station 5. Per Austin, he is feeding approximately 2 gallons per day at LS3 and 4 gallons per day at LS2. This is roughly the same as at the end of our last trial period, and is in line with the proposal we provided at the beginning of March.

Are you able to provide any update on your end? When I last spoke to Robbie, we planned to continue feeding in drums to give the Village Board more time to consider. Have we heard anything more regarding a longer-term swap to ProSweet in semi-bulk deliveries? I can continue providing the chemistry in drums; however, delivering and then transporting them to the lift stations does create a level of risk. Semi-bulk deliveries would go directly to each lift station, and are contactless for your operators, making this a safer alternative. Please let me know if I can provide any other information to help with this decision, or if you have other questions.

Thanks a lot,  
 Eric



On Wed, May 6, 2026 at 1:48 PM Steve Yoss <[yoss@schinc.com](mailto:yoss@schinc.com)> wrote:

Hi Eric,

I recently talked to Austin and he mentioned you guys are currently feeding prosweet. Are you able to give an update on any summaries, data results, and monthly usage of ProSweet?

Thanks,

Steve Yoss, PE (WI)  
 Project Engineer (Civil)  
 AMPP Basic Coating Inspector (Cert No. N-74937)  
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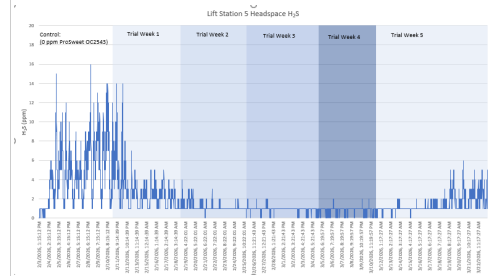
From: Pflanzenberg, Eric <[eric.plantenberg@veolia.com](mailto:eric.plantenberg@veolia.com)>  
 Sent: Monday, March 23, 2026 1:53 PM  
 To: Steve Yoss <[yoss@schinc.com](mailto:yoss@schinc.com)>  
 Cc: Kamron Nash <[nash@schinc.com](mailto:nash@schinc.com)>; Richard Andrusko <[richard.andrusko@veolia.com](mailto:richard.andrusko@veolia.com)>; Robert Malzahn <[rmalzahn@sehinc.com](mailto:rmalzahn@sehinc.com)>; Austin <[austin@sehinc.com](mailto:austin@sehinc.com)>  
 Subject: Re: FW: Summit H2S Control

Thank you Steve. I have submitted this to our customer service team for processing and will let you know once I have estimated delivery.

Also FYI, I was on site to grab data today; the H2S bounced back after we stopped ProSweet feed, as expected; chart below. As I understand it, Bioxide has been switched back on until the next drums of ProSweet arrive on site. I pulled out the Odallogger to allow it to recover in the meantime, but I will return to replace the monitor once we are feeding chemical again.

Please let me know if you have any questions or concerns.

Best,  
 Eric



On Mon, Mar 23, 2026 at 12:40 PM Steve Yoss <[yoss@schinc.com](mailto:yoss@schinc.com)> wrote:

Hi Eric,

Please see the PO for the extension of the phase 2 trial. Please let us know what the next steps are and when we can anticipate delivery.

Thanks,

Steve Yoss, PE (WI)  
 Project Engineer (Civil)  
 AMPP Basic Coating Inspector (Cert No. N-74937)  
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From: Steve Yoss  
 Sent: Thursday, March 19, 2026 2:28 PM  
 To: Pflanzenberg, Eric <[eric.plantenberg@veolia.com](mailto:eric.plantenberg@veolia.com)>  
 Cc: Kamron Nash <[nash@schinc.com](mailto:nash@schinc.com)>; Richard Andrusko <[richard.andrusko@veolia.com](mailto:richard.andrusko@veolia.com)>; Robert Malzahn <[rmalzahn@sehinc.com](mailto:rmalzahn@sehinc.com)>  
 Subject: RE: FW: Summit H2S Control