



Scott Municipal Utility Meeting Minutes

July 14, 2025 at 5 p.m.

1. CALL TO ORDER: The regular monthly meeting of the Commissioners of the Scott Municipal Utility was called to order by SMU Vice-President Michelle Kerr at 5:00 pm on Monday, July 14, 2025. Present were Scott Municipal Utility Commissioners: Michelle Kerr, Christopher Malvitz, Timm Schaetz, and Bob Blaney. Also Present: Town Supervisor Kurt Baenen, Economic Development Coordinator Dave Cerny, Town Engineer Scott Brosteau, Deputy Clerk Debbie Vanden Langenberg, Operators Lee Vanden Langenberg and Troy Tauschek. Excused: SMU President Al Herrman, Clerk/Treasurer Clerk/Treasurer Jaime Fuge.

2. Review/Approve Agenda:

Moved by Schaetz, seconded by Malvitz to approve the Agenda. Vote: Aye-4, No-0. Carried.

3. REVIEW/APPROVE MINUTES:

Minutes from June 9, 2025 were presented to the Commissioners prior to the meeting.

Moved by Schaetz, seconded by Malvitz to approve the minutes of June 9, 2025, as presented. Vote: Aye-4, No-0. Carried.

4. PUBLIC COMMENT: No members of the public were at the meeting for public comment.

A. SANITARY

1. Maintenance, Repairs, & System Update (Ozone, Bioxide, Lift Stations, Muffin Monster, etc.)

~ No major maintenance issues to report.

~ 2503 Sussex – last month it was reported that this property’s sanitary connection was not documented on SMUs sanitary maps and their billing rate was incorrect (they were still being charged at an old, lower rate). The property also had a leaking lateral. The sanitary maps have been updated, billing has been corrected, and the property owner has the lateral repair scheduled for later this month.

Lift station #2 (approx. location – 4455 Nicolet Dr).

Staff has discussed abandonment with the property owner at 4459 Nicolet Dr. (the one property that is occupied, explaining that with the abandonment SMU would pay for a private lift station (ejector pit) that would service the individual property. The property owner asked for more details; quality of a private ejector pit, longevity, etc. Staff will be researching and report an update next month.

~ There is no change to the status of the other 2 properties: 4451 & 4455 Nicolet Dr.

2. Televising Report

Staff has updated the easement language based on Bob Fuhr’s request, for 4160 Nicolet Drive, no signed easement agreement yet.

~ Operators are working with DeGroot Construction on sewer lateral repairs and working with property owners who have leaking laterals, as identified by NEW Water.

- NEW Water identified 11 leaking laterals causing water inflow into the main sewer line. They are located on Nicolet Dr., Edgewater Beach Rd., and Point Comfort Ln. So far 2 have been fixed.
- SMU has identified 14 leaking laterals; 1 has been repaired, 1 is scheduled for repair.

3. NEW Water – Reports No report at this time.

B. WATER

1. Operator’s Reports / Maintenance and repair issues

~ Water consumption is good, very consistent with the previous year, no concerns.

~ CCR Report has been mailed.

~ Pressure Reducing Valve (PRV) replacement on Champeau Rd. & Algoma Rd. is ready for bidding.

Recommendation: To approve the PRV replacement and to put the plans out for bid.

Moved by Malvitz, seconded by Schaetz approve the PRV replacement and to put the plans out for bid.
Vote: Aye-4, No-0. Carried.

2. **DNR Sanitary Survey.** There was no discussion on this topic.

3. **Green Bay Water Utility:**

a. **Maintenance Agreement.** There was no discussion on this topic.

b. **Water Tower Maintenance.**

~ GB Water Utility has scheduled maintenance for their water tower on Huron Rd. The tower will be drained for most of the month of September. They have advised SMU that there may not be pressure in the system for fire protection during maintenance. In the case of an emergency the Town's well can be used as back-up.

4. **Swimming Pool Filling Policy**

~ Every year Staff receives requests from residents for credit when filling a swimming pool. According to the Public Service Commission (PSC) any municipal water that passes through a water meter has to be billed; residential water service cannot be credited or gifted for any reason (filling a pool or watering a lawn).

In the past SMU has given credit to discount the sewer bill, since the water has gone into a pool and not down the drain. All customers on the water system have a sewer bill based on the volume of water used, as opposed to an average 'roof-top' calculation used for billing customers with wells. Since the PSC does not regulate sanitary systems they have no jurisdiction or objection to applying a credit to the sanitary bill.

Earlier this year a property owner asked for sewer credit again, as he did last year when refilling his pool (it is an inground pool that was drained entirely). Below is the excerpt from SMUs minutes, from May 13, 2024.

WATER

~ *The water lateral at 3071 Bay Settlement Court will be replaced This property owner will also be filling their pool and has notified staff. SMU will charge for the water according to PSC rules but will deduct the cost from the sewer bill. This is following past practice of SMU.* (there was no objection to this request)

There are several different scenarios that affect pool filling, and associated requests:

- A credit was requested for filling and the property owner was told to put in a second water meter, which is used to calculate the volume used to fill the pool (as opposed to a mathematical calculation).
The Operators have estimated that it will take 13,000 gallons of water run through a 2nd meter in order to break even on the cost of installing and maintaining the 2nd meter.
- Home owners with new pools are the most common request, since it takes the greatest volume, and potential cost.
- Occasionally home owners refilling their pools in the spring request a credit, if they drew it down in the fall. These requests have been denied since refilling a partially full pool would have to be based on an estimate not an exact calculation.
- The New Franken Fire Department also offers to fill pools, at a cost of \$100. They use well water from their pump at the Fire Station.

Cerny explained that he was bringing this to the Commission in order establish a written policy. As stated above in the Staff Report the SMU has granted credit to the sanitary bill for filling pools by calculating volume for an empty pool or by 2nd meter.

L. Vanden Langenberg gave his opinion that everyone who wants a credit should have a 2nd meter. He explained that when someone asked for a credit either he or D. Vanden Langenberg would refuse to give them credit unless they had a second meter. He gave an example of a resident at 3427 Bay Settlement who they denied credit to until a 2nd meter was installed 3 years ago.

Suggestion to discuss pool filling options at the time a pool permit is issued.

D. Vanden Langenberg stated that she was told by Wendy Anderson, WI-DNR Water Supply Engineer-Drinking and Groundwater (retired), that sewer bill credits needed to be determined by use of a 2nd meter.

Commission discussed the different scenarios.

Moved by Blaney, seconded by Melvitz to approve a Policy Statement that no sewer credit will be granted without a second water meter being installed to calculate water used for pool filling or lawn/garden watering. Vote: Aye-4, No-0. Carried.

C. STORMWATER

1. Drainage Issues No discussion on these items.

a. Hackberry Ct.

b. Champeau Rd.

2. Stormwater Pond Warranty: No discussion on this item.

3. Wequiock Creek Flood Study

~ Surveyors/Engineers continue to work on the flood modeling.

4. Culvert Inventory and Replacement

~ 4871 Edgewater Beach Rd. Staff still in discussions with the property owner.

~ Staff is working on pricing and schedules for several culvert and ditch issues. The two big projects will be replacing the dual culvert pipes under Edgewater Beach Road (located at approximately 4667 Edgewater Beach Rd.) and a manhole and culvert crossing Edgewater Beach Rd. at Volk's Landing.

Brosteau will develop the specifications for both of these culvert projects, and they will be bid, due to the cost of the projects.

D. SMU Reports

1. Updating SMU related Maps, Reports, and Recorded Documents: Nothing was discussed.

2. Sewer/ Water Lateral Requests: There were no requests in May.

E. Communications: Operator Tauschek provided a tour of the sanitary system facilities at Royal Scot.

G. Clerk/Treasurer Report on Receipts/Disbursements/Payments of Bills/Loan Activity and Bank Balances.

The financial reports for June 1- June 30, 2025 were reviewed by Herrman and Fuge, all was in good order.

Moved by Blaney, seconded by Malvitz to approve the financial reports for June 1, 2025- June 30, 2025.

Vote: Aye-4, No-0. Carried.

H. Future Agenda Items: None

Next Meeting Date: Next meeting: August 11, 2025 at 5:00 p.m. at the Town Hall.

I. Adjournment:

Moved by Blaney, seconded by Malvitz to adjourn. Vote: Aye-4, No-0. Carried.

Meeting adjourned at 5:25 p.m.

Respectfully submitted,

Dave Cerny

Dave Cerny, Economic Development Coordinator, Town of Scott