



Town Board Meeting Minutes August 12, 2025 at 5:30 p.m.

1. Call To Order: A meeting of the Town Board of the Town of Scott was called to order at 5:30 P.M. on Tuesday, August 12, 2025 in the Town Hall by Chairman Mike Van Lanen.

Present were Chairman Mike Van Lanen, Supervisors Gene Wojcik, Cari Langenberg and Norman Strebel.

Excused: Supervisor Kurt Baenen

Also present were: SMU President Al Herrman, Clerk/Treasurer Jaime Fuge, Constable Brett Blaney, and Economic Development Coordinator/Planner Dave Cerny. Excused: Town Engineer Scott Brosteau.

2. Pledge of Allegiance was recited.

3. Verification of Public Notice: The Affidavit of Posting indicated that the public notice of the Town Board Meeting was posted on Friday, August 8, 2025, at Town of Scott Town Hall, 2621 Jody Drive, & the Town of Scott website at www.townofscott.com.

Moved by Langenberg, seconded by Wojcik to accept and file the Affidavit of Posting.

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

4. Approval of the Agenda.

Moved by Wojcik, seconded by Strebel to approve the agenda. Vote: Aye-4. No-0. Motion Carried.

5. Approval of the minutes from the July 8, 2025 Town Board Meeting.

Moved by Strebel, seconded by Langenberg to approve the July 8, 2025 Town Board minutes as presented.

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

6. Acceptance of Prior Town Meeting Minutes.

A. Scott Municipal Utility (SMU): July 14, 2025 Meeting Minutes

Moved by Langenberg, seconded by Wojcik, to accept the July 14, 2025, SMU Meeting minutes as presented. Vote: Aye-4. No-0. Motion Carried.

B. Park Committee: July 23, 2025 Meeting Minutes

Moved by Wojcik, seconded by Langenberg, to accept the July 23, 2025 Park Committee Meeting minutes as presented. Vote: Aye-4. No-0. Motion Carried.

7. Public Comment:

Moved by Van Lanen, seconded by Langenberg to suspend the rules of order and open up the floor for comment. Vote: Aye-4. No-0. Motion Carried.

Three members of the public filled out a public comment form.

Jeff Hilbelink, 4418 Nicolet Dr. was recognized first. He spoke about 4414 Nicolet Dr. He provided an update regarding the Court proceedings in July, which he attended.

Linda De Champs, 4383 Anapaula Ln. spoke about Short Term Rentals. She shared her concerns with the Short-Term Rental on Anapaula Lane and asked for the board to consider the year-long residents. She summarized her concerns and the infractions that they are seeing; such as the garbage bins being left on the street for a week. She requested compliance to the rules set forth in the ordinance.

Cerny summarized his meeting with the Larsens last week. Cerny reached out to the short-term rental owner requesting rental history documentation. Cerny said the response would be shared with the Town Board. Van Lanen said Cerny would be authorized to issue a citation if violations found.

Alonzo Villarreal, 4383 Anapaula Ln, spoke about the puddling in front of their property due to the road now being crowned and not allowing the water to drain away from the property and off the road.

Moved by Wojcik, seconded by Strebel to return to regular session. Vote: Aye-4 No-0. Motion Carried.

8. Specific matters for discussion and possible action by the Town Board:

A. Town Constable Appointment Update

Van Lanen stated the Town is still looking for a constable to replace Mr. Butry.

No action was taken on this item.

B. Road/drainage/ditching/snowplowing/complaint issues.

No action was taken on this item.

C. Operator License Application.

Fuge said Holly Koss applied for an operator's license. A background check was performed and the applicant recently took the beverage server course. The Clerk would recommend the licenses be granted.

Moved by Strebel, seconded by Langenberg to approve the operator license for Holly Koss.

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

D. Class "A" Beer & "Class A" Liquor License for DHH3, LLC at 3861 Algoma Rd.

Fuge recapped her Liquor license memo, which stated on July 2, 2025, DHH 3, LLC at 3861 Algoma Rd Building 2 Suite 1 applied for a "Class A" Liquor and Class "A" Beer license and a Cigarette, Tobacco, and Electronic Vaping Device license.

A "Class A" Liquor and Class "A" Beer licenses are given to establishments such as gas stations and liquor stores for consumption off-premises.

The Clerk/Treasurer noticed the application in the Green Bay Press Gazette on July 28, 29 and 30, 2025.

Background checks were performed and there was nothing found in the background check that relates to the licensed activity.

This location has never had a liquor license before and it is not within 300' of a school, church or hospital.

The Clerk/Treasurer would recommend approval of the license, pending the approval of the proper authorities. "Proper authorities" would be approval of an inspection from Cerny.

Moved by Langenberg, seconded by Wojcik, to grant a Class "A" Beer & "Class A" Liquor License for DHH3, LLC at 3861 Algoma Rd. Building 2 Suite 1, pending the approval of the proper authorities.

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

E. Cigarette, Tobacco, and Electronic Vaping Device License for DHH 3, LLC at 3861 Algoma Rd.

Fuge recommended approval of the Cigarette, Tobacco, and Electronic Vaping Device license since the Board granted the liquor license.

Moved by Wojcik, seconded by Strebel, to grant a Cigarette, Tobacco, and Electronic Vaping Device License for DHH3, LLC at 3861 Algoma Rd. Building 2 Suite 1, pending the approval of the proper authorities. Vote: Aye-4. No-0. Motion Carried.

F. Temporary Alcohol Beverage License for Holy Cross Parish on September 13, 2025.

Fuge stated Holy Cross Parish applied for "Class B" Wine and Class "B" Beer for their event on September.

Moved by Strebel, seconded by Langenberg, Temporary Alcohol Beverage License for Holy Cross Parish on September 13, 2025. Vote: Aye-4. No-0. Motion Carried.

9. Informational Only: Reports from the Clerk, Engineer, Economic Development Coordinator, SMU and Fire Department.

- A. Clerk/Treasurer Fuge:** There is an upcoming WTA training on September 11. Fuge asked the board if they would like to attend. Wojcik and Langenberg requested to be signed up. Van Lanen

and Strebel declined. Baenen was not present. Also, Julia VandenLangenberg started August 1. She is the new deputy clerk and will be cross-training with Debbie VandenLangenberg. In addition, there is a training for Municipal Treasurer's workshop that will focus on the budget September 18 and 19 Fuge asked to attend. There is a cost of \$99. The Board approved Fuge to sign up.

B. Town Engineer Scott Brosteau: Not present at the meeting.

C. Economic Development Coordinator/Planner Dave Cerny:

1. Scott Construction will begin wedging the roads they were contracted for this week, with chip-sealing by the 2nd week of September. The roads are as follows: Conard Road – Doris road to Van Lanen Road, Placid Way beginning west of Kilrenny Court to Church Road.
2. Fahrner Asphalt has wedged the roads they were contracted for, chip sealing should be completed the 2nd week of September. The roads are as follows: Strebel Rd. – South Holland Road to Hemlock Road, North Hemlock Road – Strebel Road to Van Lanen Road, Edwin Lane – Nicolet Drive to the end, Circle Ridge Road – Nicolet Drive to the end, and all of Sparrow, Heron, Loon, Egret, and Osprey Lanes.
3. Northeast Asphalt (NEW) will have Edmund Road pulverized and repaved by mid-September.
4. Brown County has agreed to do the shouldering for the chip sealed roads and Van Lanen & Church Rd. as needed. Date to be determined.
5. Kewaunee County will stripe Bay Settlement and the intersection of Bay Settlement & Church Road. Date to be determined.
6. The SMU Operators will be adding new stop signs with perimeter warning lights at the intersection of Bay Settlement and Church Roads.
7. There is a dilapidated building on Nicolet Dr., south of Benderville Road that should be demolished. It is uninhabitable and rodent infested. Recommend pursuing demolition.
8. Request from Peggy Gerlikovski, 3808 Shore Crest Ln. to allow golf carts on the trails at Scotland Meadows and in the Memorial Park, to permit elderly and handicap residents the chance to see the park and green spaces in the area.
9. Request from Jake Hoffman and Matt Jacobs (two town residents) to allow ATVs/UTVs on Town roads. This request will take work to map out the routes, develop an ordinance, and to fund it. Does the Board wish to take on this task or would they like to delegate the task to the Plan Commission? Consensus was to bring this back to the Board.

D. SMU: Herrman updated the Board on the water survey that was provided by Wisconsin Rural Water Association. Cerny updated the Board; Green Bay Water Utility will be taking the water tower on Huron Road off line for maintenance. The tower will be out of service during the month of September, exact date to be determine.

E. Fire Department: Wojcik discussed the training in July. Also, recently there was a rescue on the Bay.

10. **Reports from Town Officers/Committees/Commissions:**

- A. Chairman Mike Van Lanen:** Van Lanen asked Herrman if Holy Cross applied for an Outdoor Amplified Music permit. Van Lanen stated he will not be here for the October Town Board meeting. He directed the Clerk to cancel his reservation for the annual Wisconsin Town's Association. The next Town Board meeting will be held on Tuesday, September 16, 2025.
- B. Supervisor Cari Langenberg:** Langenberg thanked Herrman for attending the July WTA meeting and speaking on short-term rentals. Langenberg said the Town recently installed playground equipment at St. Killian's Park. Also, the website is up.
- C. Supervisor Kurt Baenen:** Not present at the meeting.
- D. Supervisor Wojcik:** Stated that both the properties on Agamaite Drive and Nicolet Drive look good.
- E. Supervisor Norman Strebel:** Strebel picked up debris on Hemlock Rd.

F. Treasurer/Clerk Financial Reports: Financial reports were handed out for the month of July.
Moved by Langenberg, seconded by Wojcik to approve the financial reports. Vote: Aye-4. No-0. Motion Carried.

12. CLOSED SESSION under WI Stats. 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Moved by Van Lanen, seconded by Langenberg to go into closed session. Vote: Aye-4. No-0. Motion carried.

13. RETURN TO OPEN SESSION. It may be the consensus of this board to return to open session to formally dispose of any issues discussed in said closed session.

Moved by Strebel, seconded by Wojcik to return to open session. Vote: Aye-4. No-0. Motion carried.

Moved by VanLanen, seconded by Langenberg to proceed as directed in closed session.

14. Discussion and Action on specific Town Board Notice and Agenda for next meetings:

Parks Committee: TBD

Plan Commission: cancelled in August. September 18

Fire Commission: September 23

SMU: September 8

Town Board: September 16

17. Adjournment

Moved by Wojcik, seconded by Strebel to adjourn. Vote: Aye-4 No-0. Carried.

Meeting Adjourned at 8:03 p.m.

Jaime Fuge

Jaime M. Fuge, Clerk/Treasurer, Town of Scott