



Scott Municipal Utility Meeting Minutes November 10, 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 President Al Herrman at 5:00 p.m. on Monday, November 10, 2025. Present were Scott Municipal Utility Commissioners: President Al Herrman, Vice President Michelle Kerr, Christopher Malvitz, Timm Schaetz, and Bob Blaney. Also Present: Town Supervisors Norman Strebel, Kurt Baenen, Clerk/Treasurer Jaime Fuge, Economic Development Coordinator Dave Cerny, Operators Lee Vanden Langenberg and Troy Tauschek. Excused: Town Engineer Scott Brosteau

2. **Pledge of Allegiance:** The pledge of allegiance was recited.

3. **Review/Approve Agenda:**

Moved by Blaney, seconded by Malvitz to approve the agenda. Vote: Aye-5, No-0. Carried.

4. **REVIEW/APPROVE MINUTES:**

Minutes from October 13, 2025 were presented to the Commissioners prior to the meeting.

Blaney said there was a typo in the presented minutes. The last name Yonda was misspelt in the minutes, but should be spelt Yanda.

Moved by Kerr, seconded by Schaetz to approve the Minutes of October 13, 2025, as amended.

Vote: Aye-5, No-0. Carried.

5. **PUBLIC COMMENT:**

There was no one wishing to speak during public comment.

A. **SANITARY**

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

Cerny summarized the staff report, which stated:

- Repairs to the lateral for the home at the corner of Sussex Road and Champeau Road (2503 Sussex Rd), is being worked on. Cerny noted this is a property in the City of Green Bay, but a utility customer of SMU.
- 4 more leaking laterals have been repaired.

From Last Month: Muffin Monster needs repairing; repair estimates could be as high as \$10,000- \$20,000. NEW Water is suggesting that the Muffin Monster could be abandoned if cutting blades are installed with the sanitary pumps. Operators are researching alternatives and costs, if needed. An update will be provided at a later meeting.

2. **Televising Report**

Cerny summarized the staff report, which provided an update on 4160 Nicolet Drive. He stated the property owner is no longer interested in granting an easement. Without the easement agreement the current sewer line will continue to be classified as a private lateral. Any future development in the area will be required to be serviced by a main suitable for multiple users and dedicated to SMU after appropriate design, construction, and approvals. The engineer requested this be documented.

Herrman requested a certified letter be sent by staff to the owner with details on the classification and what would need to be done if future development takes place.

3. **Maintenance & Service Agreement-Energenecs**

- Cerny said the Town received the agreement, which is an annual renewal effective January 1, 2026. Vanden Langenberg said 2026 costs are \$157 per hour. The Town pre-pays for a 32-hour service agreement which gives the Town a 5 percent discount in the rate. He recommended the Town do so again this year. There is a 3 percent net increase from last year. The contract is identical to last year's

agreement, minus the 3 percent net increase.

- **Moved by Kerr, seconded by Malvitz** to approve annual maintenance and service agreement with Enegenecs, effective January 1, 2026. Vote: Aye-5, No-0. Carried.

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4. Abandonment of Lift station #2 - 4455 Nicolet Dr.

- Cerny said DeGroot Construction provided a project estimate for the abandonment of this lift station and installation of a new lift station at 4459 Nicolet Dr. Project could be completed over the winter when the Bay is frozen, providing access (with DNR approval). Project cost estimate is \$38,750, plus electrical costs.

Cerny recommended that Lift Station #2 be abandoned. More details will be provided at a later date on the process and timeline.

Herrman asked Cerny to discuss costs of providing a private lift station versus SMU placing in a municipal lift station. Cerny said a lift station would have more costs including the upfront cost and annual maintenance. He could not comment on the exact cost, however, guesstimated it would be double. SMU would also have factor in annual maintenance costs.

Moved by Schaetz, seconded by Blaney to agree to abandon Lift Station #2. Vote: Aye-5, No-0. Carried.

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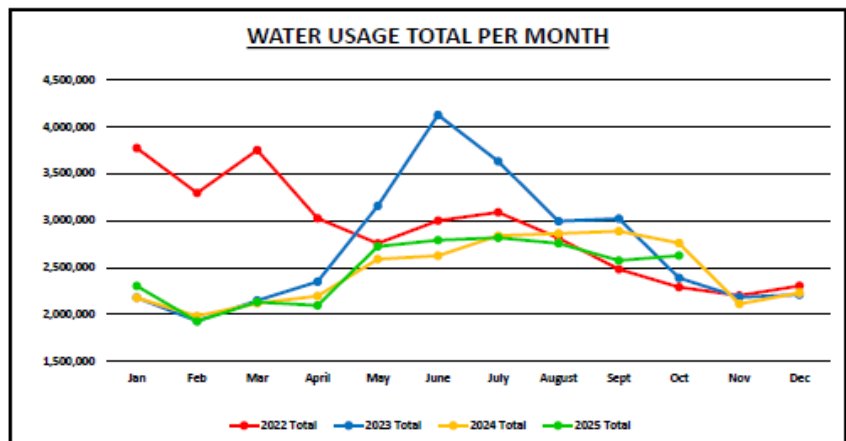
## B. WATER

### 1. Operator's Reports / Maintenance and repair issues

Cerny summarized his staff report, which stated water consumption is good, consumption is up due to municipal flushing. Hermann asked for Clerk/Treasurer to confirm there is a flushing credit on the next bill.

In addition Cerny said Operators are still waiting for a DNR response for the lead & copper report. Operators have been turning water valves and made repairs as necessary.

| Year →   | 2022       |         | 2023       |         | 2024       |         | 2025       |         |
|----------|------------|---------|------------|---------|------------|---------|------------|---------|
| Month ↓  | Total      | Average | Total      | Average | Total      | Average | Total      | Average |
| Jan      | 3,771,800  | 121,671 | 2,179,400  | 70,303  | 2,178,300  | 70,268  | 2,304,400  | 74,335  |
| Feb      | 3,294,000  | 117,643 | 1,930,800  | 68,957  | 1,983,500  | 68,397  | 1,927,600  | 66,469  |
| Mar      | 3,750,000  | 120,968 | 2,148,800  | 69,316  | 2,119,700  | 68,377  | 2,133,200  | 68,813  |
| April    | 3,023,900  | 100,797 | 2,348,900  | 78,297  | 2,195,700  | 73,190  | 2,095,500  | 69,850  |
| May      | 2,757,200  | 88,942  | 3,156,000  | 101,806 | 2,588,400  | 83,497  | 2,723,100  | 87,842  |
| June     | 2,998,900  | 99,963  | 4,124,100  | 137,470 | 2,625,800  | 87,527  | 2,792,100  | 93,070  |
| July     | 3,088,200  | 99,619  | 3,630,800  | 117,123 | 2,838,700  | 91,571  | 2,817,300  | 90,881  |
| August   | 2,813,700  | 90,765  | 2,993,900  | 96,577  | 2,861,500  | 92,306  | 2,757,400  | 88,948  |
| Sept     | 2,482,400  | 82,747  | 3,020,900  | 100,697 | 2,886,700  | 96,223  | 2,573,900  | 85,797  |
| Oct      | 2,291,300  | 73,913  | 2,388,900  | 77,061  | 2,761,100  | 89,068  | 2,627,300  | 84,752  |
| Nov      | 2,201,400  | 73,380  | 2,184,100  | 72,803  | 2,112,300  | 70,410  |            | 0       |
| Dec      | 2,305,100  | 74,358  | 2,210,600  | 71,310  | 2,231,400  | 71,981  |            | 0       |
| TOTALS   | 34,777,900 |         | 32,317,200 |         | 29,383,100 |         | 24,751,800 |         |
| AVERAGES |            | 95,397  |            | 88,477  |            | 80,235  |            | 81,076  |



### 2. DNR Sanitary Survey - Wellhead Protection Ordinance

- Cerny said there is a wellhead protection ordinance, that is recommended by the DNR, in order to protect the municipal well. The ordinance was added to the agenda packet. Cerny recommended approval of the Wellhead Protection Ordinance. If SMU grants the approval, it will need to go before the Town Board for passage. Herrman talked about the uses not required, what is our duty for the Town to notify those businesses as they exist as the protection plan is adopted? Cerny said there is no notification requirements outside of the public hearing requirements. Anyone that is here is grandfathered, but notification would be suitable.
- **Moved by Malivitz, seconded by Kerr** to approve the ordinance and request it move it forward recommend the Town Board for consideration. Vote: Aye-5, No-0. Carried.

3. **Green Bay Water Utility**

- a. **Maintenance Agreement** There was no discussion on this item.

4. **PRV Contract/Installation Progress**

Construction Authorization has been submitted to Public Service Commission (PSC) for updating SMU's rate case. Contractor is planning on installing one new PRV on Champeau Road (west of Bay Settlement Road) this fall and the second PRV (on Algoma Road, west of Bay Settlement Road) next year.

SMU has funds in reserve for this capital project. The first invoice for the PRV installation will be issued in spring (May). There is a CD coming due this month that should be reinvested in a short-term CD for this project, interest rate is 3.96% (4.05% APY).

Staff recommends investing \$106,609.13 from the current CD, account ending in 3400, into a new 6-month CD.

Herrman said 5296-CW-102 is the rate case number and anyone can register on the PSC website to track progress. The request was filed on November 5. It can take up to 45 days to identify the request is complete. Herrman anticipates the next update of completion on December 20. Notice of inquiry would have 14 days to respond. That takes us to January 5. Then, they have 90 days to issue an order if there is no hearing. That date would be March 20. If there is a hearing it would be June 20, 2026 to issue an order.

Cerny asked for a motion on direction of CD 3400.

**Moved by Malvitz, seconded by Schaetz** to approve renewing CD 3400 into a 6-month CD. Vote: Aye-5, No-0. Carried.

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C. **STORMWATER**

1. **Drainage Issues**

- a. **Hackberry Court drainage issue:** There was no discussion on the topic.

- b. **Champeau Road Drainage / UWGB Pond:** There was no discussion on the topic.

2. **Stormwater Pond Warranty:** Cerny said Peters is planning on repairing the leaking pond on Bay Settlement Road in the month of November.

3. **Wequiock Creek Flood Study:** Updates to draft is being prepared. A public information presentation is tentatively scheduled for Wednesday, December 3rd at 5 p.m. Once completed, there will be a map that will be reviewed if someone wants to develop in the area by the Settlement.

Kerr asked how the current owners would be affected. Cerny said that it could prohibit development if there is an area designated in the flood plan. The flood study was researched as recently a developer wanted to develop condos near the Settlement Bar. They discovered early in the development it could be a flood area. The study will determine yes or no.

Herrman said this would also be a great discussion in the future comprehensive plan, beginning in 2026.

4. **Culvert Inventory and Replacements**

Cerny provided an update regarding the 4871 Edgewater Beach Rd. culvert replacement. This property owner is no longer interested in granting an easement; the drainage course will stay where it is, and in private ownership. The owner is planning on installing a private culvert in the existing ditch; a Brown County Shoreland Permit has already been issued and a "Work in the Right-of-Way" Permit will be issued by the Town. Brosteau will provide construction requirements since there is a cross under Edgewater Beach Road that empties into the existing ditch.

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D. **SMU Reports**

1. **Update on SMU related Maps, Reports, and Recorded Documents**

A culvert was installed on Jacob Lane.

2. **Sewer / Water Lateral Request**

There were no new requests since last meeting.

### **E. Communication**

Cerny provided history regarding SMU. Before SMU was formed there was: 1 water utility, 4 sanitary districts, and 2 stormwater districts. In time, and through several different steps all were absorbed under the umbrella of SMU. The New Franken Sanitary District and the New Franken Stormwater District both had boundaries that extended beyond the Town of Scott into the Towns of Green Bay and Humboldt. The consolidation agreement with the 2 other towns included language that outlined the requirement for a joint meeting between the 3 towns to ensure an open line of communication to identify issues and opportunities. The Town of Scott will be facilitating this meeting to take place this winter; details of this meeting will be shared with the Commission.

### **F. Clerk/Treasurer Report on Receipts/Disbursements/Payment of Bills/Loan Activity and Bank Balances.**

**Moved by Kerr, seconded by Malvitz** to approve the Clerk/Treasurer's Report. Vote: Aye-5, No-0. Carried. Hermann requested a recap an update on the outstanding water/sewer bills. Fuge said there were approximately 180 to date, notifications were sent out and the utility bill on 9/30 had a statement to pay by 11/17. Herrman requested a motion to direct the Town Board to direct staff to place delinquent water and sewer bills on the taxes.

**Moved by Malvitz, seconded by Blaney** to direct Town Board to direct staff to place delinquent water and sewer bills on the taxes. Vote: Aye-5, No-0. Carried.

### **G. Future Agenda Items and Next Meeting Date.** Next meeting is scheduled for Monday, December 8, 2025.

### **H. Adjournment.**

**Moved by Blaney, seconded by Malvitz** to adjourn. Vote: Aye-5, No-0. Carried.

Meeting adjourned at 5:46 p.m.

*Jaime Fuge*

Jaime Fuge, Clerk/Treasurer, Town of Scott