



Town Board Meeting Minutes December 9, 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, December 9, 2025 in the Town Hall by Chairman Mike Van Lanen.

Present were Chairman Mike Van Lanen, Supervisors Gene Wojcik, Cari Langenberg and Norman Strebel, and Supervisor Kurt Baenen

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

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, December 5, 2025, at Town of Scott Town Hall, 2621 Jody Drive, & on the Town of Scott website at www.townofscott.com on Friday, December 5, 2025.

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

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

4. Approval of the Agenda.

Moved by Strebel, seconded by Baenen to approve the agenda. Vote: Aye-5. No-0. Motion Carried.

5. Approval of the minutes from the November 11, 2025 Town Board Meeting which included the public hearing comments.

Moved by Strebel, seconded by Wojcik to approve the November 11, 2025 Town Board minutes as presented. Vote: Aye-5. No-0. Motion Carried.

7. Acceptance of Prior Town Meeting Minutes.

A. Scott Municipal Utility (SMU): November 10, 2025 Meeting Minutes

Moved by Langenberg, seconded by Baenen, to accept the November 10, 2025, SMU Meeting minutes as presented. Vote: Aye-5. No-0. Motion Carried.

B. Plan Commission: December 3, 2025 Meeting Minutes

Langenberg asked the Clerk to amend the minutes to remove Steve Janquart as present at the meeting.

Moved by Baenen, seconded by Langenberg, to accept the December 3, 2025, Plan Commission minutes as amended. Vote: Aye-5. No-0. Motion Carried.

8. Public Comment:

Moved by Van Lanen, seconded by Baenen to suspend the rules of order and open up the floor for comment.

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

Six attendees filled a comment form.

Pam Seidl, 2629 Bay Settlement Rd., spoke to the Board about Black Sheep. She shared her thoughts and opinions about Black Sheep. She stated she was disappointed with the music as the music is not loud enough to enjoy. Some degree of loudness is required. In addition to the social aspect live music brings, there is an economic impact as well. Seidl said occasional events are part of a dynamic community. She noted her friend that lives near Lambeau Field and has to adjust her schedule on Game Day. Additionally, another friend has to adjust her schedule when the Bellin Run happens as she lives on the route. Seidl appreciates what the Black Sheep does for the community. She said its commendable because not a lot of businesses do that.

Denise Gaumier-Hutchison, 3815 Herrmans Rd, spoke in favor of agenda item 9B regarding adding language to tax bill regarding private school vouchers. She previously spoke at the November Town Board Meeting

where she discussed specifics about the request. She said it was approved by the City of Green Bay and was placed on this year's tax bill. The City of Green Bay also created communications on the website explaining its adjustment. You can go to the City's website and see the information to give the information of the support the district will give municipalities.

Approximately \$640,000 of the tax payer's money taken for public schools goes to the state mandated voucher program for private schools. She stated for the number of the residents in the Town, that a lot of money to take into consideration. She would be happy if the Town would draft of a resolution supporting her request.

Fred Sheppard, 2649 Bay Settlement Rd., gave a moment of silence for Gerard Hruska. Sheppard said the minutes were very beneficial in helping him gather information on the liquor license for Black Sheep. He addressed concerns of the background of one of the officers on the liquor license of Black Sheep. He provided copies of the information to the Clerk/Treasurer for review. He said that he is concerned of them holding a liquor license. He provided the board a statement stating:

Frederick K. Sheppard FIANM
2649 Bay Settlement Road
Green Bay WI 54311

December 9, 2025

To the Honorable Michael VanLanen Town of Scott Board Chairman,
And Supervisors Langenberg, Baenen, Strebel and Wojcik, and Clerk/Treasurers
Fuge and VandenLangenberg:

In the course of reviewing the town board minutes 2015-2025 kindly supplied to me by the Town Secretary under the Wisconsin open records law, the Specific Action of the Town Board referenced in the minutes of the May 2020 open meeting about the many noise complaints against the Black Sheep LLC properties drew my attention. Because of the suggestion that a potential remedy for the continual violations of the local noise ordinances could lead to the revocation of one of the Black Sheep's liquor licenses, I made an open records request for the various applications made to the Town from 2015-2025 and reviewed those documents.

I spent many years as a State regulator and have extensive training in license application and verification procedures provided in part by the State of Wisconsin Department of Regulation and Licensing, now known as DSPS. I served the people of Wisconsin across three regulatory boards, two of them under emergency orders, one of them made by Governor Thompson and the other under order of the Director of Regulation and Licensing Cummings. What I found in my examination of the liquor license application documents filed by the Black Sheep LLC properties leads me to believe that extensive errors of omission may have been committed in the original liquor license applications and subsequent liquor license renewals allowing the Black Sheep LLC properties to obtain and maintain liquor licenses when they would not have otherwise been able to do so. I am a concerned citizen and feel that I have an obligation to report these facts to the Town of Scott Board.

I have made copies of the applications with the questionable statements highlighted.(attached) As the original application signed by Mr. Kiehnau referenced his previous liquor license at Highland Howies, there is the possibility that the Town of Scott was misled into believing that Mr. Kiehnau was in compliance with Wisconsin liquor licensing laws. This deserves further investigation by the Town of Scott board in my professional opinion.

Wisconsin 125.04 pertaining to general licensing requirements specifically prohibits issuing a liquor license to a habitual law offender or convicted felon. (statute attached). Robert Michael Kiehnau DOB 7-11-1972 is a convicted felon (Brown 1997CF000465) and has by his multiple omissions failed to report this fact to the Town of Scott. (highlighted applications attached). In the course of his license application and subsequent renewals he has by omission failed to notify the Town of Scott of his additional convictions and pending charges, as has the registered agent of the LLC holding the licenses Thomas Neil Anderson. These may include but are not limited to the attached summary.

These are serious affronts to the published laws of the State of Wisconsin as well as our respected community and merit further investigation by the Town Board. The penalties for these actions are severe, and because of the number and extent of these misrepresentations I do not believe that they represent momentary errors. This is a serious issue which needs the full attention and discipline of the duly elected protectors and public servants of the citizens of the Town of Scott.

The Wisconsin law regarding such acts of omission and the ensuing penalties is 943.39 (copy attached).

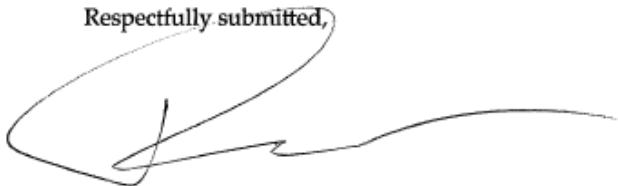
This is not a formal complaint under Wisconsin 125.12(2), however I reserve the right to file such a complaint in the future. There is a statute of limitations issue involved as one of the issues at hand here is document fraud. My understanding is that the Wisconsin statute of limitations for document fraud begins to toll when the fraud is discovered. To the best of my knowledge that date is today.

It is hard for me to imagine the Town of Scott issuing a liquor license to the applicant Black Sheep LLC et al had they had all the facts requested in the applicable license applications honestly provided. I urge the Town of Scott to take the appropriate legal action in this matter.

I have never spent one day in my life wanting to offend the peace and dignity of this community.

Thank you for your service to the Town of Scott.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'Dr. Frederick K. Sheppard', written over a horizontal line.

Dr. Frederick K. Sheppard

Attachments:

Highlighted liquor license applications 2015-2025 for the Black Sheep properties

Wisconsin statutes 125.11, 125.12.2, 125.12(4), 943.39

Wisconsin open record search for convictions of Robert Michael Kiehnau

Laura McCoy, who currently sits on the school board spoke in favor of the tax payer transparency issue that Gaumer-Hutchison spoke on. She was also joined by James Lysterly, who also serves on the school board. She said a resolution was presented to the Green Bay City Council last spring, which passed. She is hoping The Town Of Scott Board members will see the benefit. She noted this is about to become a thing in Green Bay. We are preparing. We are offering the information and handed out a document that explains how private school vouchers impacts the property tax payers. (<https://www.gbaps.org/aboutgbaps/board-of-education/understanding-your-property-tax-bill>) She was happy to stay at the meeting should the Board have any questions. Strebel asked if Green Bay Area Public School District still does a newsletter. McCoy said yes and the Board hands them out three times a year.

Gina Deal, 2509 Jody Dr, spoke to the Board about the noise at Black Sheep. She said the main concern is at the gathering space due to the bass. Deal said she feels the structure is not sound-proofed well. The base echoes to the home and residents can tell when the sound changes. She explained one night on November 1 a DJ turned up the volume at 9:58 p.m. The music was playing from 7:30 p.m. to 11:30 p.m. The police were called at 9 p.m. and again after 10 p.m. when the music got louder and the police didn't respond. She said she was not aware it was a free for all after 10 p.m. She said the music is very disturbing to us. She added her dogs were on edge all night because the music was so loud. She would like some consideration from Black Sheep. She would like more sound proofing. She noted the music issue did get better, but has gotten out of hand in the last three months.

A representative from Northeast Asphalt also filled out a form, however, did not need to speak during public comment.

Moved by Van Lanen, seconded by Langenberg to return to regular session. Vote: Aye-5 No-0. Motion Carried.

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

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

Langenberg said the fence is not up yet. The posts are on Church Rd. All fence posts are in, but the snow fence is not installed. They will get to it as soon as they can.

Strebel said he received one complaint that the roads were not done well. It appears just the main roads are done and not the side roads.

South side of Royal Scot was not plowed, but Northside was not. Also, Champeau was not done.

Wojcik asked if there was a policy. The contract states every no snow fall. Priority is supposed to be Town of Scott.

No action was taken on this item. Cerny recapped the calls he took regarding snowplowing. He received one compliment of the snow plowing and a few complaints. He noted that staff has created a list to track complaints, specifically regarding grass torn up in lawns for review and possible action during spring when the snow has melted.

B. A request to place a line on the notes section of the tax bill regarding the GBAPs budget.

Fuge said she received a sample resolution that passed in another municipality last week and had not a chance to revise one for the Town of Scott. She also provided an example of a City of Green Bay Tax Bill that shows what the language looks like.

It was also brought to her attention that the state may be taking up the item and requiring all municipalities to do it. However, this would be in the very early stages, has happened before, and there is not anticipated date this will be completed.

She said that it would be up to the board if the next steps should be to direct staff to revise the resolution and have attorney review to bring before the board at a future meeting, or bring back later to see if state bill would pass that requires all municipalities to put this on their tax bill.

Wojcik asked about the deficit. Mc Coy spoke about the budget. Lylerly estimated \$4 to 6 million dollars will need to be taken from their reserve.

Wojcik asked how long has the vouchers been in place. Gaumer-Hutchison said the vouchers have been in place for 30 years. They have been in Northeast Wisconsin for at least 10 years. The vouchers go to private and independent charter schools.

Lyerly said the participating schools is about 100 percent parochial schools.

Wojcik asked why they want it on the tax bills now. McCoy said it creates awareness to tax payers that can affect their decisions on referendums. We don't have a choose but to do it.

Lyerly said the tax bill is the tool that determines where taxpayer money goes and how officials are held accountable. The vouchers pass through us, but we have no control over those dollars or transparency into how they are used. The Choice program itself is fine, but taxpayers have a right to know where their tax dollars are going. These funds pass through us, and taxpayers deserve the tools necessary to ensure transparency.

Gaumier-Hutchison said the issue is not about where families choose to send their children to school, since school choice already exists. Rather, taxpayers deserve to know where their tax dollars are going. She explained that after knocking on many doors to discuss referendums, she often finds that residents believe they are only paying the amount listed on their tax bill, which is not accurate. More than \$14 million in tax dollars is not going to GBAPS, and that information should be clearly shared. If voters understood that not all of their tax dollars support GBAPS, it could influence how they view referendums. She emphasized that the first responsibility is public education, as written in the state constitution. Shifting this burden back onto local taxpayers without fully informing them is unfair. She urged leaders to be transparent and clearly communicate this information to the public.

Strebel asked where that information should appear on every property tax bill in the state. G-Hutchison responded yes and she is actively working on it. he explained that the issue has been presented to the state legislature every year since 2015, but it has never received a hearing. For any change to occur statewide, it must be decided at the state level. She noted that a potential bill exists again this year, but it is unlikely to receive a hearing.

McCoy said they are reaching out to all the municipalities that are part of the Green Bay Area Public School District. She added that she has never heard taxpayers say they want less transparency.

Baenen asked whether all funding information is available on the website. Lylerly responded that the budget is posted online. Baenen followed up by asking about the timeline for completing some of the items that had been discussed. He again raised concerns about guns in schools and noted that metal detection had previously been discussed. McCoy responded that the focus has been on various security upgrades, such as adding double sets of doors. She explained that schools were not originally designed for these measures, and retrofitting them is shockingly expensive. The district is addressing the upgrades gradually, as funding allows.

Gaumier-Hutchison said the Green Bay Area Public School District has referenda updates. She shared the updates at Preble as well as Starr Elementary.

Lyerly said he heard concern in Baenen's voice and emphasized the importance of helping taxpayers understand how their money is actually being spent and how they can follow along. He said the district makes a commitment that the projects presented to voters are the projects they will receive. He added that the information is available on the website and that, if it is not sufficient, additional access can be provided

Moved by Wojcik, seconded by Baenen to direct staff to draft a resolution specific to the Town of Scott with attorney review and bring the item before the January 13 meeting as well as an update if anything happened state legislature. Vote: Aye-5, No-0. Motion Carried.

C. Operator License Applications

Fuge said she received two operator license applications since last meeting. They were for Maakiah Miller and Scott Raduenz, both who will be working at Koss Liquor. Miller took his beverage server course on 12/2/2025 and Radunez took his course on 11/14/2025.

Background checks were completed and nothing was found in the background check that substantially related to the licensed activity. Fuge would recommend approval of the license.

Moved by Baenen, seconded by Strebel, to approve the Operator Licenses for Maakiah Miller and Scott Radunez. Vote: Aye-5, No-0. Motion Carried.

Moved by Strebel, seconded by Langenberg to move Item I & J after Item C. Vote: Aye-5, No-0. Motion carried.

D. 2026 Brown County Joint Municipal Court Agreement

Fuge said in the packet you will find the Joint Municipal Court Agreement that will need to be approved by the Board, signed and returned to the Court Clerk.

Van Lanen said there were minimal changes. There were a few procedural changes between the Clerk and judge. Langenberg asked if the fee was the same. Van Lanen said yes.

Moved by Strebel, seconded by Wojcik, to approve the 2026 Brown County Joint Municipal Court Agreement. Vote: Aye-5, No-0. Motion Carried.

E. 2025-12-04 Resolution to appoint Election Inspectors for the 2026-2027 term.

Fuge stated she received 8 election inspectors on the Republican Nomination List. Of those, 5 responded yes, one did not respond, and one verbally communicated that she would be willing should a half day option be an option.

The Democratic Party had two listed. They were contacted and two said yes.

We have one polling location and if we have seven poll workers, 4 will need to be from the Republican Party and would need 3 from the Democratic Party. Since we did not receive three nominated democrats that we will then use unaffiliated to have seven inspectors.

Moved by Baenen, seconded by Strebel, to approve 2025-12-04 Resolution to appoint Election Inspectors for the 2026-2027 term. Vote: Aye-5, No-0. Motion Carried.

F. 2025-12-05 2026 Fee Schedule

Cerny discussed the changes in the fee schedule. The agenda packet included the old and new fee schedule. Additionally, Cerny noted that the Clerk added the license fees to the fee schedule as well for better transparency.

Langenberg asked about what needs a permit. A wheelchair ramp and siding would need a building permit. New windows, roof, flooring would not need a permit.

Langenberg asked if the fee schedule included citations. Cerny said no as that is handled by the Court system.

Moved by Langenberg, seconded by Strebel, to approve 2025-12-05 resolution regarding the 2026 Fee Schedule. Vote: Aye-5, No-0. Motion Carried.

G. 2025-12-06 Resolution Adopting Public Participation Procedures

Cerny said that Bay Lakes presented at the Plan Commission held December 3 to discuss the timeline of the comprehensive plan.

He provided an overview to the Board. Additionally, the Town Board needs to adopt the 2025-12-06 Resolution Adopting Public Participation Procedures.

Moved by Langenberg, seconded by Baenen, to approve 2025-12-06 Resolution Adopting Public Participation Procedures. Vote: Aye-5, No-0. Motion Carried.

H. Pay Request #2: Final for Edmund Road resurfacing to Northeast Asphalt for \$187,317.16.

Fuge said she received the bill to pay Northeast Asphalt for \$187,317.16 due by the end of the month. Additionally, the Town is to be reimbursed via a TRIP Grant for the Edmund of \$15,500.00. The Edmund resurfacing was also tied to the Caledonia reimbursement (which was paid in 2024). The Town still needs to be reimbursed \$224,000.00 for that project.

To avoid taking monies out of Legacy, which accrues a lot of interest monthly, and breaking the CD 2222 (Matures 1/26/2026), the Clerk recommends a transfer of \$170,000 out of the business investor savings 4998 into pooled cash 3150 to keep the minimum of \$10,000 in the savings account to avoid monthly fees, and to pay the bill. One 11/30, the Town had a statement balance of \$159,181.91, but a computer balance of approximately \$126,614.33 with the outstanding payments. A transfer of \$170,000 would cover the anticipated December bills and the Edmund Road resurfacing bill.

Moved by Strebel, seconded by Wojcik, to approve pay request #2: Final for Edmund Road resurfacing to Northeast Asphalt and to transfer \$170,000 from Savings 4998 to Checking 3150. Vote: Aye-5, No-0. Motion Carried.

I. 2026 Blasting Permit.

Cerny said he received one application for the 2026 Blasting Permit application for Northeast Asphalt (payment \$1,000 per application). The 2026 Blasting Permit is named the application for Temporary Explosive Use Permit.

Cerny recommended approval of the permit. Matt Matuszak provided a recap of his usage in 2026.

Moved by Van Lanen, seconded by Wojcik, to the 2026 Temporary Explosive Use Permit. Vote: Aye-5, No-0. Motion Carried.

J. 2026 Non-Metallic Mining Permit

Cerny said he received three 2026 non-metallic mining permit application for Northeast Asphalt (payment \$3,000 per application). This was for the Tordeau, Scott and Bay Settlement Aggregate sites. Cerny recommended approval of the permits.

Moved by Van Lanen, seconded by Wojcik, to approve the 2026 non-metallic mining permit applications for Northeast Asphalt. Vote: Aye-5, No-0. Motion Carried.

K. Appointments/reappointments to various Boards and Commissions.

Cerny said the Town still needs to appoint a member for Plan Commission, Joint Plan Commission, the Zoning Board of Appeals and Constable.

Mike Van Lanen's appointment to the Plan Commission expires at the end of the year. The appointment to the Plan Commission is a three-year appointment and is supposed to be acted on in April per state statute. To correct the process, Cerny recommended continuing the current term until April 2026. At that time, appointments will be made according to statute.

Moved by Langenberg, seconded by Strebel, to appoint Mike Van Lanen to the Plan Commission until April 2026. Vote: Aye-4, No-0, Abstain-1. Motion Carried.

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

A. Clerk/Treasurer Fuge:

Koss Liquor has a grand opening set for December 19 from 11 a.m. to 9 p.m.

Additionally, at the SMU Commission meeting held December 8, the commission voted to approve Herrman and Fuge to approve the liability insurance that is to end December 31. Due to staffing issues, notice was not sent in a timely manner of the renewal. The other insurance expires on April 1, 2026 and Fuge previously met with Horton Insurance for a bid, but with the liability ending December 31, questioned if there should be two carriers of insurance. Fuge would recommend that this be bid out next year for a competitive bid.

Additionally, the Clerk is taking nomination papers for the upcoming election cycle. The Town Clerk takes for the two Town Supervisor Positions.

Early voting hours have been set and will start two weeks prior to the election. If there is a February election, it will start Tuesday, February 3, 2026. Hours will be the first week 8 a.m. to 3 p.m. The following week it will be Monday-Wednesday 8 a.m. to 3 p.m., and the Thursday and Friday before the Election 8 a.m. to 5 p.m.

For the April election, it will start Tuesday, March 21, 2025 and the first week be 8 a.m. to 3 p.m. The following week it will be Monday-Wednesday 8 a.m. to 3 p.m., and Thursday and Friday 8 a.m. to 5 p.m.

Also, public test will now be held the Tuesday before the election at 3 p.m.

Also, tax bills can be seen on Brown County Land Records and have been mailed out. Taxes are collected by the Brown County Treasurer's Office.

The Clerk is also looking to spend funds on shredding services and seeks direction on if it would be the intention of the Board to scan in the thousands of documents of accounts payable information going back to early 2000. The Clerk's recommendation would be to have accounts payable and receivable an exception to the scanning. Physical copies should be kept for 7 years then discarded. The Clerk confirmed with the accounting company CLA and so long as it is following the Wisconsin Records Retention Schedule then there should be no problem shredding.

Also, watch for our posting regarding the 2026 revaluation that will be posted on January 1, 2026.

B. Town Engineer Scott Brosteau: Brosteau had no comments. Van Lanen asked about Bay Settlement Pond. Brosteau said it was fixed.

C. Economic Development Coordinator/Planner Dave Cerny: Brosteau had no comments.

- D. **SMU:** Herrman said in 2026 his focus will be on the emergency response plan.
 - E. **Fire Department:** Wojcik said there was one training in November where they did search and rescue. Also, barricades have been placed at Volk's Landing. There is also an upcoming Fire Department meeting.
10. **Reports from Town Officers/Committees/Commissions:**
- A. **Supervisor Norman Strebel:** Strebel commented on the Black Sheep and asked about the Town's role. Cerny said anyone can speak at public comment and cannot be restricted. The Attorney's opinion is that they should not discuss any active litigation.
 - B. **Supervisor Cari Langenberg:** Langenberg asked for an attorney's opinion about the license of Black Sheep. Cerny said the attorney would not provide an opinion on active litigation.
 - C. **Supervisor Kurt Baenen:** Baenen asked for clarification on the complaint of the Black Sheep regarding the wedding venue. He asked what the rules of the indoor noise. Cerny said amplified music than can be heard more than 75 feet into a residential zone would be in violation of the nuisance ordinance. Baenen said he has received complaints after hours and they want Baenen to come over and listen to the music.
 - D. **Supervisor Gene Wojcik:** Wojcik attended the December 3 Brown County Plan Commission and they discussed the Bay Settlement Road trail.
 - E. **Chairman Mike Van Lanen:** Van Lanen he receives multiple complaints for and against Black Sheep. He received some snowplowing complaints, which he forwarded to Cerny.

11. **Treasurer/Clerk Financial Reports:** Financial reports were handed out for the month of November.
Moved by Langenberg, seconded by Baenen to approve the financial reports. Vote: Aye-5. 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 Strebel, seconded by Baenen to go into closed session. Vote: Aye-5. No-0. Motion Carried.

12. **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 Van Lanen, seconded by Strebel to return to open session. Vote: Aye-5. No-0. Motion Carried.

Moved by Van Lanen, seconded by Strebel to recognize the satisfactory completion of the 6-month probationary period of Julia Vanden Langenberg and approve the raise set forth in the employment contract. Vote: Aye-5. No-0. Motion Carried.

Moved by Strebel, seconded by Wojcik direct Chairman and Clerk to do the year-end duties. Vote: Aye-5. No-0. Motion Carried.

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

Parks Committee: TBD

Plan Commission: January 15 **Fire Commission:** December 11

SMU: January 12

Town Board: January 13

17. Adjournment

Moved by Van Lanen, seconded by Strebel to adjourn. Vote: Aye-5 No-0. Carried.

Meeting Adjourned at 6:53 p.m.

Jaime Fuge

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