

Public Safety Committee Minutes

March 17th, 2025, 6:30pm

Attendance: Trustee Haak, Trustee J.R. Koenigs, Trustee Brandenburg

Notable attendees: Chief Markus, Kevin Baerwald

- A. The meeting was called to order at 6:30pm
- B. There were no public comments
- C. **Motion made by Trustee Brandenburg to approve the minutes from the February 6th and February 10th, 2025, Public Safety Committee meetings, seconded by Trustee J.R. Koenigs. Motion carried.**
- D. Police Department Report-- See Packet
- E. Fire Department Report—See Packet
- F. Ambulance Report—The ambulance service is in the process of switching billing to a clearinghouse that handles ambulance billing issues. This will free up valuable time for Kevin. The 2024 yearly Report was in the packet.
- G. **A motion was made by Trustee Haak to allow a 5k “Run For A Reason” on July 12th within the Village. This is contingent on proper permits, etc. Seconded by Trustee Brandenburg. Motion Carried.**
- H. **Motion made by Trustee Haak to approve an Operator License for Breanna Deaver. Seconded by Trustee J.R. Koenigs. Motion Passed.**
- I. Squad update--New squad is on the road. Radios and cameras are set and guns are on the way.
- J. Recodifying Update--Looking at late June/July
- K. Future Agenda Items
 - a. Possible new generator for well 2. Roughly 23k plus \$2800 for an enclosure
- L. **Motion by Trustee Haak to Adjourn, Seconded by Trustee J.R. Koenigs. Motion Carried at 6:51pm.**

Respectfully submitted by Chair Haak



Theresa Police Department Monthly Report

March 2025



Incidents:

INCIDENTS	Theresa PD	Sheriff's Office	Notes
Accident PDO			
Abuse Neglect			
Alarm			
Assist Agency	1		
Assist Motorist			
Bar Check	1	1	
Building/Park Checks	66	2	
Child Custody			
Civil Matter			
Death Investing		1	
DPW			
Drugs	1		
Emerg Detention		1	
EMS Request	1	1	
Family trouble			
Fire Alarm			
Fraud		2	
Found Item			
Hangup			
Harassment			
Juvi Alcohol			
Information			
Miscellaneous			
Missing Adult			
Mutual Aid			
Neighbor Dispute			
Noise Complaint		1	
Ordinance Viol	1		
Open records			
Parking	1		
Search warrant			
Sex Offense			
Suspicious		2	
Suicidal			
Theft			
Theft of vehicle			
Trespass			
Traffic Complaint			
Traffic Stop	7	3	
Vandalism			
Walk &Talk/Foot Patrol			
Welfare Check		3	
Total	79	21	

5



Theresa Police Department Monthly Report

March 2025



Theresa PD VIOLATIONS	CITATIONS	WRITTEN WARNINGS
Parking Violation		
Non-Traffic citations	2	
Vehicle Violation	15	3

Administrative Activities:

1. The following tasks have been completed in the month:
 - a. Completing monthly reports for the state and Village
 - b. Evaluate operation, procedures and new policies
 - c. New policies
 - d. Equipment was ordered to replace old and aging equipment.
 - e. FTO program
2. The following tasks are in Progress:
 - a. Review of village incidents and approval of reports.
 - b. Cleaning out old equipment, files and rearranging office for optimal follow.
 - c. Evidence room and evidence reorganization.
 - d. Municipal Court setup.
 - e. Rules for license liquor establishments
 - f. Evidence room inventory
 - g. IT set up and refinement

Next projects:

- A. Future of the Police Department building.
- B. Starting the accreditation process
- C. Squad car camera setup
- D. New taser setup and training



**THERESA FIRE DEPT.
MONTHLY UPDATE**

MARCH 2025

<u>ACTIVITY</u>	<u>MAN-HOURS</u>
WORKNIGHT –3/3/2025	39
FIRE PRACTICE – 3/17/2025	42
RESCUE PRACTICE – 3/24/2025	42
MEETING – 3/10/2025	N/A

FIRE / RESCUE CALLS

1. 3/01/25 240 LINDEN CT #C, VILLAGE OF LOMIRA, MICROWAVE FIRE
2. 3/02/25 N5962 CTY RD PS, ALLENTON, GRASS FIRE
3. 3/05/25 403 KELLY DR, VILLAGE OF THERESA, LIFT ASSIST
4. 3/13/25 W2664 CTY RD Y, TOWN OF LOMIRA, GRASS FIRE
5. 3/14/25 450 CHURCH ST, VILLAGE OF LOMIRA, HOUSE FIRE
6. 3/16/25 N10048 I41, TOWN OF LOMIRA, CAR FIRE
7. 3/20/25 N7419 HWY V, VILLAGE OF KEKOSKEE, FIRE ALARM
8. 3/20/25 N7421 HWY V, VILLAGE OF KEKOSKEE, FIRE ALARM
9. 3/25/25 N7596 PLOVER RD, TOWN OF THERESA, BARN FIRE
10. 3/25/25 N7596 PLOVER RD, TOWN OF THERESA, SMOKING BALES
11. 3/26/25 W2983 ZION CHURCH RD, VILLAGE OF KEKOSKEE, HOUSE FIRE
12. 3/26/25 W543 WEST BEND RD, TOWN OF THERESA, GRASS FIRE
13. 3/31/25 1500 TECHNOLOGY DR, VILLAGE OF LOMIRA, FIRE ALARM

DEPARTMENT INFORMATION

3/04/25 LOMIRA AREA FUNDRAISER.

3/17/25 NEW TNT RESCUE STORM SURGE EDRAULIC RESCUE TOOLS
PLACED IN SERVICE. (PURCHASED FROM GUN RAFFLE PROCEEDS)

3/18/25 HAZMAT REFRESHER (8HRS).

3/25/25 DODGE COUNTY FIRE CHIEFS ASSN MEETING @ DODGE
COUNTY EOC.

3/26/25 LOMIRA AREA FUNDRAISER @ CAMELOT CC.

Village of Theresa Public Works Committee Meeting Minutes

March 17, 2025

Call to Order

The meeting was called to order at 6:30 PM by Chair Polster. Members present included Trustee Krapfl and Trustee S. Koenigs. Also in attendance were President Steger and DPW Director Weisensel.

Public Comment

No public comments were received.

Discussion Items

1. **Department of Public Works (DPW) Report**
2. Hiring a part time employee
3. **Sewer Lateral Inspections and Repairs**
 - o Director Weisensel is following up with sections 1 and 2. Weisensel will provide a spreadsheet for the committee.
4. **Water Lines going to Widmers Cheese** – there will be work done March 28 so that Widmer's Cheese does not have to go without water and shut down production if there are any future water main issues.
5. **McArthur and Wisconsin Street Repairs**

Action Items

- **Motion:** TR Krapfl moved, seconded by TR S Koenigs, approving the minutes from February 10, 2025. Motion carried.
- **Motion:** TR Krapfl moved, seconded by TR S Koenigs, approving the changes and additions to the Cintas contract. Motion carried.

Adjournment

- **Motion:** TR Polster moved, seconded by TR Krapfl, to adjourn the meeting at 7 PM. Motion carried unanimously.

Respectfully submitted,
Becky Tellier, CMC, WCMC
Clerk-Treasurer

Theresa Public Works Report – From March for April Meeting

Bill Weisensel, Director of Public Works

Village DPW

1. Patched several potholes along McArthur Road and Wisconsin Street. Quote obtained from NR Asphalt to take 2" off some of the worst spots on McArthur Road and repave. Struck/Irwin Paving will be here next week to give an estimate on Micro-surfacing Wisconsin Street after NR has paved the water main repair spots. Concrete contractor will be here ASAP to replace the curb/gutter lost during the water main break repairs at 321 S. Milwaukee Street.
2. Need to discuss options for replacement of F-150 pickup.
3. River's Edge Park restrooms open for the season, plenty of sticks to pick up and clean up around brush pile area.
4. New trees will be purchased and planted ASAP to complete the Urban Forestry Grant project that was extended from last year.
5. The Highway 28/Mayville Street resurfacing project is projected to start approximately May 5th so the detour routes will soon be posted by the State. The portion within the Village will include pavement milling and replacement along with sidewalk crossing improvements. Alliant Energy's contractor also needs to complete restoration of the properties they had disturbed while they were replacing their steel gas mains and services.

Sanitary Sewer

1. Sable Mechanical was at the WWTP to install the rebuilt Somat Sludge thickener screw press; however, they found the shaft for the gear reducer box is bent and should be replaced. The quote received for this is \$17,046.24
2. Daily operations and maintenance of WWTP continue including monitoring of hauled waste receiving station to assure compliance with our requirements of the contractors. Dean's Septic was allowed to once again bring in hauled waste to the pond and this has been going very well so far.
3. Sanitary sewer lateral work continues with 2 more private laterals replaced. Spreadsheet will be updated to assure compliance with our ordinance.
4. Several manholes were inspected during high flow times to check for signs of infiltration/inflow. Lots of I/I was found coming from the sewer mains between Church and Wisconsin Street also lots from the clay sewer main on S. Milwaukee Street in the 400-500 block. Televising of these mains should occur during high water times to see where the extra water is coming from.

Waterworks

1. Several new meters have been installed to the many new construction homes in Valley Estates and River Court Subdivisions.
 2. Water Main Valve insertion project by Widmer Cheese has been completed by Town & Country to hopefully avoid having to shut off water to Widmer's should any water main breaks occur on Wisconsin Street.
 3. Hydrant Flushing will be tentatively scheduled for the week of May 19-23. A notice will also be put in the newspaper and on the Village website.
 4. Water Main valve turning will also be occurring as time and weather conditions allow.
 5. Water will be turned back on for the season soon to fireman's park, as well as both cemeteries.
 6. Need to explore options of rebuilding the well #1 dilapidated building along with the addition of a permanent generator should power failure occur.
- If you have any additional comments, questions or concerns please contact Director of Public Works, Bill Weisensel at 920-488-4003 or email at dpwdirector@villageoftheresawi.gov

LEASE CONTRACT

Adelmeyer Farms (Renter) agrees to lease approximately twenty- (20) acres of land from the Village of Theresa (landowner).

The landowner shall have the right to entry onto the land at all times but the renter shall make all cropping decisions.

Also, if construction damage should occur during a crop season, or no advance notice is given prior to the crop being planted, then the landowner will double the productions yield of the damaged portion of the property in product or cash.

If this lease is to be terminated, either party, prior to the spring planting, or after the fall harvest must give notice.

This lease, between the renter and the landowner, will be valid for a limited term of two (2) years, expiring April 15, 2017.

Payment Schedule:

Payment of **\$100.00 per acre**, which equals an amount of **\$2,000**, will be made to the Village of Theresa by November 1st, each year for the length of this contract.

Nathan Bodden, Director of Public Works
Village of Theresa - Landowner

Date

Gerald Adelmeyer
Adelmeyer Farms - Renter

Date

**Village of Theresa
Regular Village Board Meeting
March 17, 2025 – 7:00 PM
292 Mayville Street**

Call to Order

The meeting was called to order by Village President (PR) Jody Steger at 7:00 PM. The Pledge of Allegiance was recited. All members were present; excused Clerk-Treasurer Becky Tellier.

Public Comments

- **Chris Giese** inquired about the timeline for the pavement replacement project on Mayville Street/Highway 28.
- **Linda Herman** raised multiple concerns:
 - Chicken permit regulations.
 - Scheduling of board meetings on Mondays, which conflicts with Fire Department meetings.
 - Application for DNR grants.
 - Maintenance of the backyard area on Highway 28.
 - Bar point system policies.
 - Regulation of food trucks.

Approval of Minutes

A motion was made by TR Haak, seconded by TR Krapfl, to approve the minutes from the February 10, 2025, Regular Village Board Meeting with corrections. Motion carried unanimously (7-0).

Village President's Report

PR Steger acknowledged Trustee JR Koenigs for 20 years of dedicated service as a Village Trustee.

- A motion was made by TR Haak, seconded by TR Krapfl, to approve **Resolution 2025-01 Honoring Trustee Herman Koenigs, JR**. Motion carried.

Public Safety Committee Report by Committee Chairperson TR Joe Haak

- Minutes from the February 6 and February 10, 2025, committee meetings were approved.
- A motion was made by TR Brandenburg, seconded by TR JR Koenigs, to approve the **Run for a Reason 5K Run/Walk on July 12, 2025**, with activities held at Fireman's Park. Motion carried.
- A motion was made by TR Haak, seconded by TR Brandenburg, to approve the **operator license for Breanna Deaver (Condon Oil)**. Motion carried unanimously (7-0).

Public Works Committee Report by Committee Chairperson TR Jim Polster

- A motion was made by TR Polster, seconded by TR S. Koenigs, to approve the **updated agreement with Cintas**. Motion carried unanimously (7-0).

Parks Committee Report by Committee Chairperson TR Shawn Krapfl

- A motion was made by TR JR Koenigs, seconded by TR Haak, to approve the **Theresa Fireman's Park Maintenance Agreement**. Motion carried unanimously (7-0).

Finance/Personnel Committee Report by Committee Chairperson TR Dave Brandenburg

- A motion was made by TR Haak, seconded by TR S. Koenigs, to approve the **February 2025 bills in the amount of \$409,721.80 and wages totaling \$18,003.98**. Motion carried unanimously (7-0).
- A motion was made by TR Haak, seconded by PR Steger, to approve the **Fund Summary Report for February 2025 (Budget to Actual)**. Motion carried unanimously (7-0).
- A motion was made by TR Haak, seconded by TR Brandenburg, to approve the **February 2025 Treasurer's Report**. Motion carried unanimously (7-0).

Announcements

- **Spring Election** – April 1, 2025 (7:00 AM – 8:00 PM)
- **Committee Meetings & Regular Village Board Meeting** – April 21, 2025
- **Open Book** – Tuesday, September 16, 2025 (8:30 AM – 12:30 PM)
- **Board of Review** – Monday, October 27, 2025 (5:30 PM – 7:30 PM)

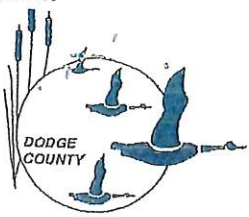
Adjournment

PR Steger adjourned the meeting at 7:57 PM.

Respectfully submitted,

Becky Tellier

Village Clerk-Treasurer



DODGE COUNTY LAND RESOURCES AND PARKS DEPARTMENT
127 E OAK STREET • JUNEAU, WI 53039
PHONE: (920) 386-3700 • FAX: (920) 386-3979
E-MAIL: landresources@co.dodge.wi.us

MINOR LAND DIVISION LETTER OF INTENT FORM

THIS AREA FOR OFFICE USE ONLY	
Activity No. 250278	Expiration Date
Application Date: 4-8-2025	Receipt #: 11508-0005

Application Fee: \$75 (Non-Refundable)

NAMES & MAILING ADDRESSES		PROPERTY DESCRIPTION			
Applicant (Agent) NEW Frontier Land Surveying		Parcel Identification Number (PIN) 042-1217-0923-001			
Street Address P.O. Box 576		Town THERESA		T 12	N 17
City • State • Zip Code BEAVER DAM, WI 53916		1/4 SW	1/4 NW	Section 9	Acreage of Parent Parcel 16 +/-
Property Owner (If different from applicant) DENNIS / NOAH FLEISCHER		Acreage of Proposed Lot(s) 3.2 +/-			
Street Address N 9057 COUNTY ROAD "AY"		Subdivision (Name, lot and block) or CSM # (Volume/Page/Lot) N/A			
City • State • Zip Code THERESA, WI 53091		Site Address Of Property (DO NOT Include City/State/Zip Code) N9146 COUNTY ROAD "AY"			
Is this property connected to public sewer? ☐ Yes ☒ No					

CONTACT PERSON
Name and daytime phone number (include area code) of a person we can contact if we have any questions about your application.
Name **MARK TOMASHEK** Daytime Phone (920) **296-3904**

CURRENT PROPERTY USE	PROPOSED USE
☒ Vacant Property	☒ Single Family Residential
☒ Single Family Residential	☐ Duplex (Two-family Residential)
☐ Duplex (Two-family Residential)	☐ Multi-Family Residential
☐ Multi-Family Residential	☐ Number of residential units: _____
☒ Active Working Farm Operation	☒ Agricultural Use Only - No residential structures
☐ Recreational / Wetlands / Wooded Parcel	☐ Open Space Recreational / Wetlands - No residential structures
☐ Business / Industrial / Commercial Use (Describe Below)	☐ Business / Industrial / Commercial Use (Describe Below)
☐ Other (Describe Below)	☐ Other (Describe Below)

A SKETCH PLAN SHOWING THE PROPOSED LAND DIVISION IS REQUIRED TO BE SUBMITTED WITH THIS APPLICATION.

CERTIFICATE
I, the undersigned, hereby apply for Minor Land Division approval and certify that all the information both above and attached is true and correct to the best of my knowledge. I hereby authorize members of the Dodge County Land Resources and Parks Department to enter the above-described property for purposes of obtaining information pertinent to my request.

Contact Person (Print) **MARK TOMASHEK** Daytime Contact Phone **920 296-3904** Email: _____
Signature **[Signature]** Date **MARCH 8, 2025**

OFFICE USE ONLY
☐ CUP Required (App _____) ☐ REZONE Required (App _____) ☐ Restriction Release Required

Notes: _____
APPROVED ☐ DENIED ☐ LAND RESOURCES AND PARKS DEPARTMENT
Date _____



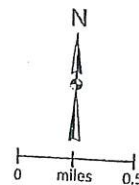
-  Parcels
-  Parcel Numbers
-  CSM Boundaries
-  CSM Lots
-  Sub and Condo Lots
-  Subdivision and Condo Boundaries
-  Address Points
-  Encumbrances
-  ROW
-  Driveways
- Misc Lines**
 -  11beaverdamoriginal,
 -  11foxlake1836,
 -  11lakeemily1836,
 -  11rockcenter,
 -  11rockoriginal,
 -  11thread,
 -  12h2o-noteboundary,
 -  31vac,
 -  32rw-unopen,
 -  41chord,
 -  41deed,
 -  41deed, <Null>
 -  41easement,
 -  41meander,
 -  41meander, <Null>
 -  45hook,
 -  45hook, Hook
 -  45hook, Hook_2
 -  45lic,
 -  45lic, <Null>
 -  45lic, Arrow1
 -  45lic, Arrow2
 -  45lic, Ltlic
 -  45lic, Rtlic
 -  61trailer,
 -  <all other values>
-  Corporate Limits Low Level
-  Municipalities
-  Section Corners
-  Sections
-  Quarter Sections
- Roads**

The data used to create this map is a compilation of records, information, and data from various city, county and state offices, and other sources. This map is only advisory, does not replace a survey, and may not be used for any legal purpose. Dodge County assumes no liability for any use or misuse of this information.

Date created: 3/17/2025

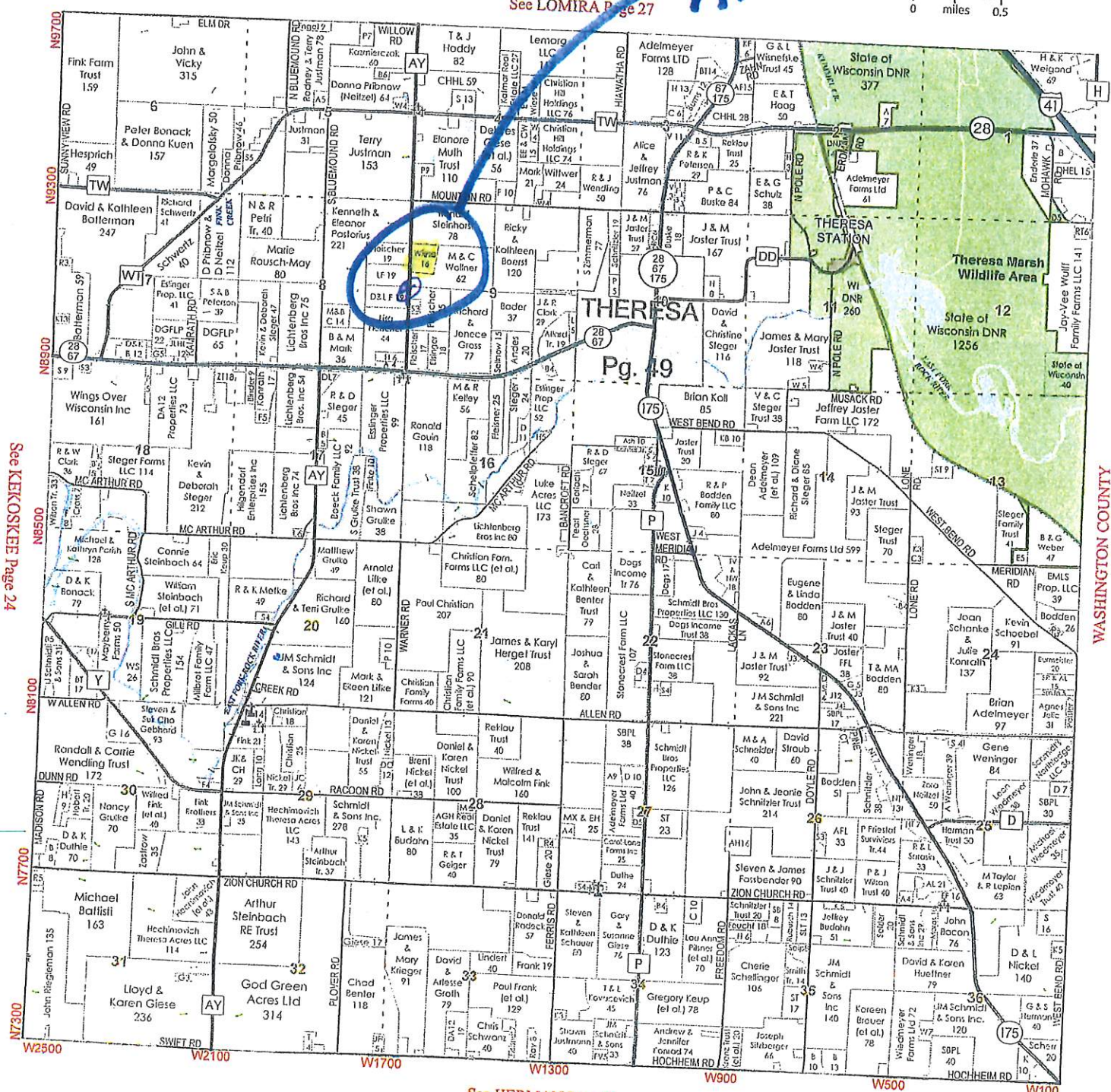
Last Data Uploaded: 3/14/2025 10:52:19 PM

T.12N. - R.17E.



AREA

See LOMIRA Page 27



See KEKOSKEE Page 24

WASHINGTON COUNTY

See HERMAN Page 21

The maps and acreages presented are representation intended to be a general reference to the public. They are not intended for legal, survey, or other related uses, and are advisory only. Dodge County assumes no liability for any use or misuse of this information. For the full disclaimer please see page 1.

Summary

Parcel Number 042-1217-0923-001
Property Address N9146 COUNTY ROAD AY
Legal Description PT SW1/4 NW1/4 SEC 9 AS DESC IN V361 P332
(Note: Not to be used on legal documents)
Sec-Twp-Rng 09-12N-17E
PLS/Tract 09-12N-17E SW NW
Acres 15.8
Municipality TOWN OF THERESA
Class AGRICULTURAL; RESIDENTIAL; UNDEVELOPED LAND;
(Note: This is not the zoning district)

[View Map](#)

Owner

[DENNIS G FLEISCHER](#)
NOAH FLEISCHER
N9057 HIGHWAY AY
THERESA, WI 53091

Valuation

Assessed Year	2024	2023	2022	2021	2020
Land Value	\$47,200.00	\$46,800.00	\$46,700.00	\$46,800.00	\$46,700.00
Building Value	\$113,600.00	\$113,600.00	\$113,600.00	\$113,600.00	\$113,600.00
Total Value	\$160,800.00	\$160,400.00	\$160,300.00	\$160,400.00	\$160,300.00
Estimated Fair Market Value	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Tax History

Tax Year	2024	2023	2022	2021	2020
Net Tax	\$2,799.43	\$2,357.34	\$2,546.25	\$2,508.00	\$2,528.34
Special Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Delinquent Utility	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Private Forest Crop	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Woodland Tax Law	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Managed Forest Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$2,799.43	\$2,357.34	\$2,546.25	\$2,508.00	\$2,528.34

Tax Payments

Year	Amount	Interest/Penalty Paid	Paid	Last Paid
2024	\$2,799.43	0		12/26/2024
2023	\$2,357.34	0	\$2,799.43	1/25/2024
2022	\$2,546.25	0	\$2,357.34	1/28/2023
2021	\$2,508.00	0	\$2,546.25	1/26/2022
2020	\$2,528.34	0	\$2,508.00	7/29/2021
			\$2,528.34	

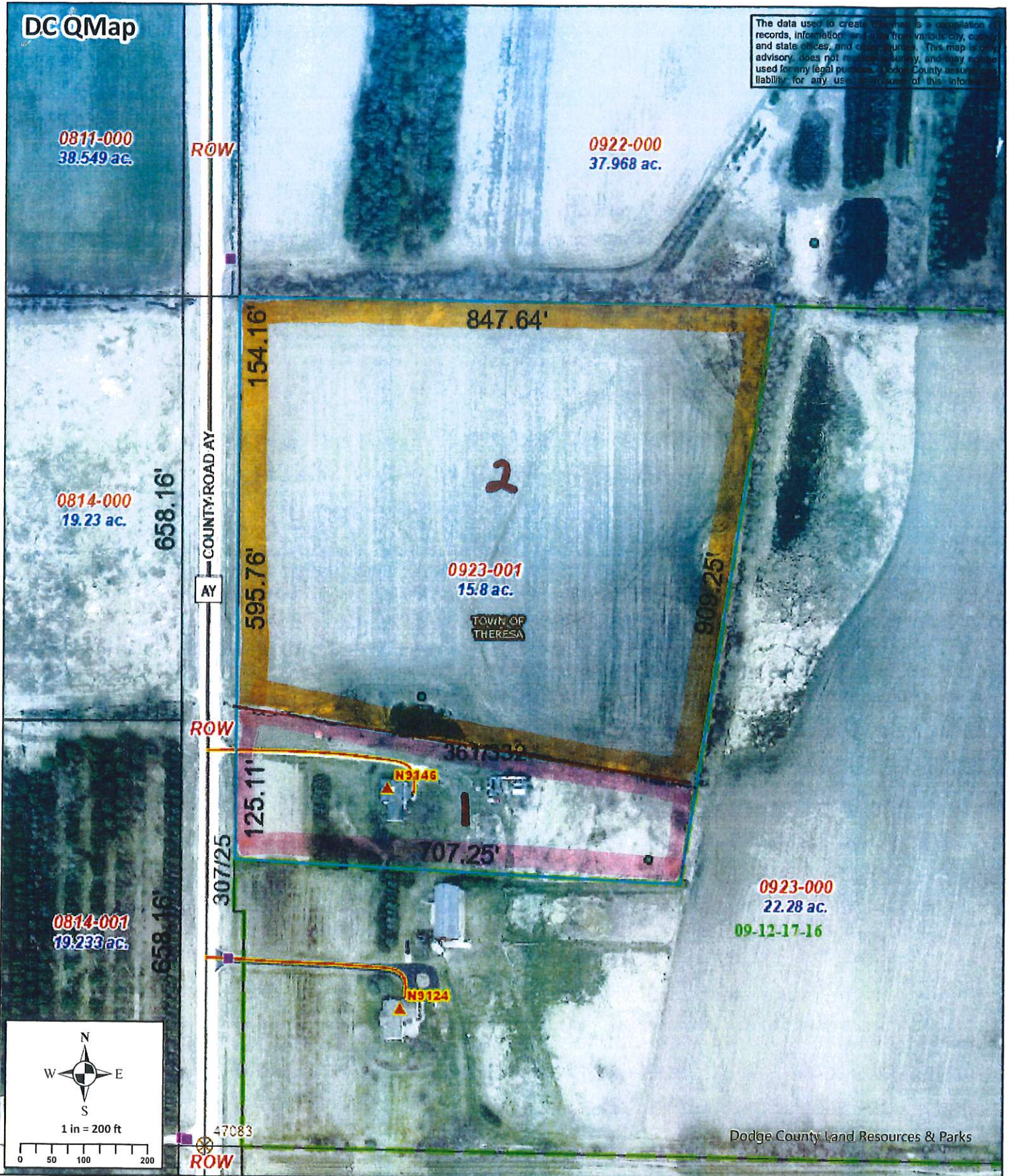
Sales

Document Number	Type	Date	Vol / Page	Sale Amount
1356289	WAR - WAR	2/14/2025	/	\$250,000
1355018	TDPI - TDPI	1/3/2025	/	\$0
522885		1/1/1900	361 / 332	\$0

No data available for the following modules: Dodge County Permits.

DC QMap

The data used to create this map is a compilation of records, information, and data from various city, county, and state offices, and other sources. This map is only advisory, does not represent a survey, and may not be used for any legal purposes. Dodge County assumes no liability for any use or misuse of this information.



General Urbanized Roads Soils Airport Ordinance 3-Mile Buffer Sewer Service Areas Highly Developed Shoreline Elevation Contours	WI Historical Society Historic Structures Archaeological Sites Survey Areas Non-Metallic Mining Active Mining Area Approved Mining Area	Floodplain / Wetland FEMA Floodplain/Storage/Dam Shadow DNR Wetland Areas/Points Shoreland Zoning Shoreland Zoning Buffer Lakes/Ponds/Sloughs Rivers/Streams/Creeks	County Zoning Planned Unit Development Hartford Extraterritorial General Agricultural Prime Agricultural One Family Residential Two Family Residential General Commercial Extensive Commercial Light Industrial Industrial Waterbody ROW/City/Village
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VILLAGE OF THERESA 2025-2026

FINANCE - Licenses, Auditing, Insurance, Personnel

Chair: David Brandenburg 262-388-7952
 Jody Steger 262-388-9871
 Joe Haak 262-388-8842
 Pat Bodden 262-388-9434

PUBLIC SAFETY - Police, Fire, Amb, Emergency

Chair: Joe Haak 262-388-8842
 Sandy Koenigs 262-388-8844
 Pat Bodden 262-388-9434

PUBLIC WORKS - Streets, S/W Utility, Grounds

Chair: David Brandenburg 262-388-7952
 Robin Billings 262-707-0276
 Shawn Krapfl 262-388-3508
 Jody Steger 262-388-9871

COMMUNITY DEVELOPMENT

Chair: Sandy Koenigs 262-388-8344
 Robin Billings 262-707-0276
 Jody Steger 262-388-9871

COMMUNITY RECREATION - Parks, Playgrounds

Chair: Shawn Krapfl 262-388-3508
 Pat Bodden
 Sandy Koenigs

Weed Commissioner/Snow & Ice Removal

Public Works and Police will work together

Grota Appraisals - Assessor

262-253-1142

Union Cemetery - Craig Hahn

920-948-1992

Dodge County Pioneer - Official Newspaper

Updated 4-10-2025

Clerk-Treasurer

Becky Teller
 Office: 920-488-5421 Cell: 920-539-7104
CT@villageoftheresawi.gov

Director of Public Works

William Weisensel
 Shop/DPW: 920-438-4003
dpwdirector@villageoftheresawi.gov

Police Chief

Daniel Markus
 Office: 920-488-4444 Cell: 920-583-6721
dmarkus@theresapolicewi.gov

Village Attorney

Matthew Parmentier

Traffic Attorney

QBS

Fire Chief

Warren Stanke
 920-948-5515

Building Inspector

Doc Leonard
 262-364-9597

Grant Writer - Kunkel Engineering

Tammy Hampton 608-547-0115
 Don Neitzel 920-210-6335

Library Board

President: Diane Steger
Village Rep: Angie Anderson - Treasurer
Township Rep: Chris Groeschl - Secretary
School Rep: Ty Breitlow
Village Rep: Kelly Gengler
Town Brd Liaison: Betty Schmidt
Village Brd Liaison: Jody Steger

920-937-0467

262-388-9871

Planning Commission & Zoning Board of Appeals

Chair: Jody Steger 262-388-9871
Board Rep: David Brandenburg 262-388-7952
DPW Director: Bill Weisensel 920-488-4003
 3 years Mike Elack 920-904-2873
 2 year Dino Calarco 920-904-6335
 2 years Chris Fox 920-960-1751
 3 years Robert Bowe 920-583-0291

Ambulance Commission

Village Rep: Christine Giese 920-488-2661
Village Rep: Kenneth Leu 920-988-0470
Village Rep: Mike Elack 920-904-2873

Fire Commission

Village Rep: Connie Schaumburg
Village Rep: Carrie Isken
Village Rep: Christine Giese

Official Posting Locations

Theresa Village Hall
<https://villageoftheresa.com>

The below are **STANDING COMMITTEES** which means they are permanent (unless the ordinance gets changed); there are no terms listed (Chairs designated by Village President)

Finance Committee (Licenses, Auditing, Insurance, Personnel)	
Chair	David Brandenburg
	Jody Steger
	Pat Bodden
	Joe Haak

Public Safety Committee (Police, Fire, Ambulance, Emergency, Health & Public Nuisances)	
Chair	Joe Haak
	Sandy Koenigs
	Pat Bodden

Public Works Committee (Sewer, Water, Grounds)	
Chair	Dave Brandenburg
	Shawn Krapfl
	Robin Billings

Public Welfare Committee (Health and Public Nuisances)	
Chair	

Disolve
**These matters discussed by PSC

Community Development Committee (State & Federal Grants, Industrial & Business Development)	
Chair	Sandy Koenigs
	Robin Billings
	Jody Steger

Parks Committee (parks, playgrounds, recreation programs, trees)	
Chair	Shawn Krapfl
	Pat Bodden
	Sandy Koenigs

Joint Library Board (5 Members)	
	Ty Breitlow
	Jody Steger
	Superintendent of Lomira School District
	Village Rep (Appointed by Village President)
	Town Rep (Appointed by Town Chair)
	Appointed by Town Chair & Village President from entire District
	Appointed by Town Chair & Village President from entire District

Village Board Members				
President	Steger	Jody	Term	Start
Trustee 2	Bodden	Patrick	2 years	4/15/2025
Trustee 3	Brandenburg	David	2 years	4/15/2025
Trustee 4	Billings	Robin	2 years	4/16/2024
Trustee 5	Haak	Joe	2 years	4/15/2025
Trustee 6	Koenigs	Sandy	2 years	4/16/2024
Trustee 7	Krapfl	Shawn	2 years	4/15/2025

End	Phone	Email
4/20/2027	262-388-9871	president@villageoftheresawi.gov
4/20/2027	262-388-9434	trustee2@villageoftheresawi.gov
4/20/2027	262-388-7952	trustee3@villageoftheresawi.gov
4/20/2027	262-707-0276	trustee4@villageoftheresawi.gov
4/20/2026	262-388-8842	trustee5@villageoftheresawi.gov
4/20/2026	262-388-8344	trustee6@villageoftheresawi.gov
4/20/2027	262-388-9762	trustee7@villageoftheresawi.gov

Zoning Board of Appeals

Plan Commission **not found in Ordinances	
Chair	Jody Steger
Board Rep	David Brandenburg
DPW Director	Bill Weisensel
	Mike Elack
	Dino Calarco
	Chris Fox
	Robert Bowe
Alternates	Ryan Koll
	Dave Wild

Fire Commission	
Village Rep	Connie Schaumburg
Village Rep	Carrie Isken
Village Rep	Christine Giese

Ambulance Commission	
Village Rep	Christine Giese
Village Rep	Kenneth Leu
Village Rep	Mike Elack

A RESOLUTION APPROVING SIGNERS ON VILLAGE BANK ACCOUNTS

WHEREAS, the Village of Theresa maintains various bank accounts necessary for conducting municipal financial operations; and

WHEREAS, it is necessary to designate authorized signers for such accounts to conduct financial transactions on behalf of the Village; and

WHEREAS, the Village Board of the Village of Theresa desires to approve designated individuals to be authorized signers on all current and future Village bank accounts;

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Theresa, Dodge County, Wisconsin, as follows:

1. The following individuals are hereby authorized as signers on all bank accounts held in the name of the Village of Theresa at all financial institutions:
 - o **Jody Steger**, Village President
 - o **Becky Tellier**, Clerk-Treasurer
 - o **Shawn Krapfl**, Village Trustee
2. Authorized signers shall have the authority to:
 - o Sign checks and authorize withdrawals or wire transfers
 - o Deposit funds
 - o Transfer funds between accounts
 - o Perform any other financial transaction necessary for the operation of Village accounts
3. All previous resolutions or designations in conflict with this resolution are hereby repealed.
4. This resolution shall take effect immediately upon its passage and adoption.

Adopted this ____ day of _____, 2025.

Village President _____ Date _____

Attest: _____
Village Clerk-Treasurer Date

Publication Date: _____

Village of Theresa Administrative Report

of Office Activity for March 2025

Process Payroll and Accounts Payable:

- Complete payroll and payable processing for March 5 and 19
- Pay associated taxes and employee benefits
- Accounts Payable checks are issued the same weeks as payroll

Bank Reconciliations:

- Perform bank reconciliations

Leak Monitoring:

- Monitor water leaks and contact accounts with leaks under 10 gallons
- Coordinate with Public Works to address larger leaks and issues with equipment

Meeting Preparation:

- Prepare agendas and packets for upcoming meetings
- Record and finalize meeting minutes and follow-up

Election

- Set up the room and equipment for the public test
- Published the notices for Spring Election April 1, 2025
- Attend training with the Dodge County Clerk (Becky, Kelly, and Tami Vodak)

Worker's Comp Audit

- Provide information for the audit of Village of Theresa, Theresa Public Library, and Theresa Ambulance Service

Dog Registration:

- Continue registering dogs (beginning April 1 an additional \$25 per dog is charged)
- Provide Police Department with reports for Registered and Non-registered dogs

Utility Billing:

- 81 Second Notices sent out 3/21/2025
- March 27 start the Utility Billing Process (create a download file, retrieve water meter readings from Beacon, import them into Utility Management, and process, print, and mail utility bills)
- 240 accounts are setup to pay on the Theresa Community Portal (not all have setup "autopay")

Clerk took a vacation from March 12-19

Quarterly Reporting

- Submitted Quarter 1 941 Report for federal withholding
- Submitted Quarter 1 Unemployment Reports

Alcohol and Operator License

- Prepare information for renewals

Attorney

- Provide documentation on village issues

Certifications

- Submit all paperwork for certification through the International Institute of Municipal Clerks
 - Received designation of Master Municipal Clerk, 3/27/2025

Respectfully submitted,
Becky Tellier – MMC, WCMC

Village of Theresa – Schedule for 2026 Budget

July 21, 2025 (3rd Monday in July) Department Heads to conduct employee reviews with employees

August 1, 2025 Department Heads to pass completed employee review forms to committee chair of jurisdiction

August 18, 2025 or before (3rd Monday in August) Per the Village of Theresa Policy and Procedure Manual for Employees and Committee of Jurisdiction shall conduct employee review with Department Heads, Review Department Heads, and Review of Employees and Department Heads Salary Recommendation for employees (*parts of these meetings may be in closed session*)

September 5, 2025 or before Department Heads and Committees of Jurisdiction to turn in budget request to Village Clerk-Treasurer and employee review and salary recommendation to Finance Chair

September 25, 2025 or before Finance to have first budget meeting

End of September Joint Meeting with Town of Theresa (to review Library, Fire, and Ambulance Budgets)

October 9, 2025 or before Finance to have second budget meeting and give final budget recommendation to Committee of the Whole

October 13, 2025 Finance Committee of the Whole to have first budget meeting (Department Heads can present documentation and information to support budget or salary requests)

October 23, 2025 or before Finance Committee of the Whole to complete budget (*The preliminary budget needs to be in place by this date to meet statutory publication requirements*)

October 30, 2025 – Budget Publication

November 24, 2025 Public Hearing with approval of final budgets and Special Village Board Meeting