

Public Safety Committee Minutes

June 16, 2025 6:30pm

Attendance: Trustee Haak, Trustee Koenigs, Trustee Bodden

Notable attendees: Chief Markus

- A. The meeting was called to order at 6:30pm
- B. **Motion made during full session by Trustee Haak to approve the minutes from the May 19th, 2025 Public Safety Committee meetings, seconded by Trustee Bodden. Motion carried.**
- C. Police Department Report--The police Department report was in the packet. The department will be increasing night patrols with July 4th around the corner. Long weed and grass letters are and have been sent with appropriate actions taken. There is still monies owed the Village from Circuit Court and Dodge County is still going after the money owed us.
- D. Fire Department Report—See Packet
- E. Ambulance Report—No Report
- F. **Annual Operators Licenses will be brought before the whole board.**
- G. **Annual Alcohol and Tobacco Licenses will be brought before the whole board.**
- H. **Approval of Temporary Class “B” Beer License will be brought before the whole board.**
- I. Discuss Emergency Management Plan- We are working with other agencies for a good plan. We will be getting with the community for input and suggestions as well.
- J. Discuss and possibly approve 5k run/walk route for August 9, 2025- This will be on next months agenda. We want to see how the construction on 28 is going.
- K. Future Agenda Items—Discuss the thought of applying for a 25mph speed limit on Hwy 175 though town. This is pursued at the state level.
- L. **Motion to adjourn at 6:47pm by Trustee Koenigs, seconded by Trustee Bodden. Motion Carried.**

Respectfully submitted by Chair Haak



Theresa Police Department Monthly Report

July 2025



Incidents: June 2025

INCIDENTS	Theresa PD	Sheriff's Office	Notes
Accident PDO			
Abuse Neglect			
Alarm			
Assist Agency		2	
Animal	2		
Bar Check	1		
Building/Park Checks	114	3	
Child Custody			
Civil Matter	3		
Disorderly Con			
DPW			
Drill	1		
drug	1	1	
EMS Request	2	1	
Family trouble			
Fire Alarm			
Fraud	1		
Found Item			
Hangup	1	1	
Harassment	1		
Juvi Alcohol			
Information			
Miscellaneous	4		
Missing Adul/Juv			
Mutual Aid			
Neighbor Dispute		1	
Noise Complaint			
Ordinance Viol	13	1	
Open records			
Parking	4	1	
Search warrant			
Sex Offense			
Suspicious		1	
litter			
Theft		1	
Theft of vehicle	1		
Traffic Comp	3		
Traffic Complaint			
Traffic Stop	32	1	
Vandalism			
Walk &Talk/Foot Patrol	5	1	
Welfare Check	3	1	
Total	192	16	



Theresa Police Department Monthly Report

July 2025



Theresa PD VIOLATIONS	CITATIONS	WRITTEN WARNINGS
Parking Violation	0	
Non-Traffic citations	3	
Vehicle Violation	18	2

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. Community events
 - e. Donations
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. Rules for license liquor establishments
 - e. Evidence room inventory
 - f. 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
- E. Speed limits & School Zone on Milwaukee Ave
- F. National night out
- G. Movie Night



THERESA FIRE DEPT. MONTHLY UPDATE

JUNE2025

<u>ACTIVITY</u>	<u>MAN-HOURS</u>
WORK.NIGHT -6/2/2025	39
FIRE PRACTICE- 6/16/2025	110
RESCUE PRACTICE - 6/23/20205	39
MEETING - 6/09/2025	N/A

FIRE /RESCUE CALLS

1. 6/01/25 N7887 HWY 175, TOWN OF THERESA, MOTOR VEHICLE ACCIDENT
2. 6/04/25 I-41 & SOO RD, TOWN OF LOMIRA, CAR FIRE
3. 6/05/25 COUNTY HWY Y & GILL RD, TOWN OF THERESA, MOTOR VEHICLE ACCIDENT
4. 6/12/25 I-41 & HWY 28, TOWN OF THERESA, MOTOR VEHICLE ACCIDENT
5. 6/13/25 321 S. WALNUT ST, CITY OF MAYVILLE, HOUSE FIRE

DEPARTMENT INFORMATION

6/19/2025-6/22/2025 WISCONSIN STATE FIRE CHIEFS CONFERENCE@ WI DELLS (ALL THREE CHIEFS ATTENDED)

6/25/2025 LEGION CHECK PRESENTATION FOR FIREMENS PARK, HONOR GUARD AND THIRTEEN MEMBERS IN ATTENDANCE

6/28/2025 TOUCH A TRUCK AT ST. JOHN'S LOMIRA, SIX MEMBERS IN ATTENDANCE TEACHING FIRE PREVENTION TO 209 PEOPLE IN ATTENDANCE FROM 3-5PM

**Rennert's Fire Equipment
Service**

615 E John St
Markesan, WI 53946
service@rennerts.com
920-398-1033


Estimate 5148
Date: 7/14/2025
**Description: Recommended
Repair**

Bill To
Theresa Fire Department
302 Depot Rd.
Theresa, WI 53091

Remit Payment To
Rennert's Fire Equipment Service
615 E John St
Markesan, WI 53946

Service Order
Purchase Order
Authorizer

5148

Item	Description	Quantity	Rate	Amount
Labor	Front and rear leaf spring replacement. Springs are recurved and rust jacked. Need to be replaced asap.	75.75758	\$165.00	\$12,500.00
			Subtotal	\$12,500.00
Labor	Rear intake valve and plumbing is corroded at the Victaulic joint and needs to be replumbed. This has very limited access.	100.00000	\$165.00	\$16,500.00
Parts	Jamsebury 5" valve with pneumatic actuator	1	\$3,798.00	\$3,798.00
			Subtotal	\$20,298.00
Labor	Remove driveshaft and replace all u-joints. Have driveshaft balanced. This would be time and materials.	0.00000		\$0.00
			Subtotal	\$0.00
	Shop Supplies			\$250.00

Unit: 3462 **VIN:** 1XPCHR8X4TN403206
1996CustomPeterbilt
Chassis: 33,328 Miles

Labor	\$29,000.00
Parts	\$3,798.00
Subtotal	\$33,048.00
Local (5.5% of \$0.00)	\$0.00
Total	\$33,048.00

*: Core charges not included in total. You will be charged for any core that is not in returnable condition. This charge may be applied on a separate invoice.

Customer Signature: _____

Printed Name: _____ Date: _____

Public Works Committee Minutes

June 16, 2025 6:15 PM

Attendance:, Trustee Krapfl, Trustee Billings, Trustee Brandenburg

Notable Attendees: Bill Weisensel, President Steger

- A. The mulch pile needs to be shredded.
- B. Sewer Lateral Ordinance must be enforced; Clerk will send notification letters.
- C. CMAR Resolution 2025-03: Motion by Brandenburg, seconded by Haak, to approve. Motion carried unanimously (7-0). The CMAR evaluates treatment plant performance. Compliments were given to Bill and Ryan for their efforts.
- D. Patch truck floor repairs discussed; 2026 capital purchases under consideration.
- E. Generator for Well #1: Explore diesel options (with and without enclosure); natural gas no longer preferred.
- F. Wisconsin & McArthur Streets: Chip sealing discussed. RFP will be published, and bids reviewed at a later date. Goal is to extend road life.
- G. Motion by Trustee Krapfl to adjourn, Seconded by Trustee Billings.
Meeting Adjourned at 6:59.

Respectfully submitted,
Becky Tellier, MMC
Clerk-Treasurer

Theresa Public Works Report – From June for July Meeting

Bill Weisensel, Director of Public Works

Village DPW

1. Will be sending out a request for bids for McArthur Road and Wisconsin Street for chip/seal. Continuing to patch potholes for now as time allows.
2. Several complaints have been received due to mud washout onto the streets after heavy rains in Valley Estates due to all of the construction. Working with contractors and new homeowners to comply with Erosion Control/Stormwater Management ordinance and keeping the streets as clean as possible while this construction is taking place. Original storm sewer blueprints from the initial subdivision developer will be available for viewing and discussion at the meeting.
3. All five of the new trees we have purchased with Urban Forestry grant funds have been planted. The brush pile is also massive already after all of the brush that was hauled to the pile after the tornadoes, so our contractor coming to grind up the pile ASAP when he can get here, also some of the compost/mulch pile will be hauled away when possible.
4. The Highway 28/Mayville Street resurfacing project is underway and should be completed early in August. During the milling and re-paving portion of the project it was discovered that a sinkhole had developed under the non-removed curb at a residence on Mayville Street who had their sewer lateral replaced last year by PTS as part of our project. The curb had to be removed, and the gravel re-compacted around this area so the asphalt project could be completed. Curb will be restored to this area also ASAP. These costs associated with the repair will be billed back to PTS as the initial project work is still within its one year warranty.
5. Alliant Energy's contractor (InterCon) worked on restoration of the properties they had disturbed while they were replacing their steel gas mains and services. They have to return to complete a few properties that were not adequately restored yet, been contacting them often to get this done.
6. Work at the parks included removing worn out picnic tables that were replaced with newly built ones, repair of the damaged historical sign at River's Edge, trimming of trees and hedges, maintain the brush pile site by removal of unauthorized building material that has nails and screws and other junk. Need to inspect all playground equipment to make sure all is in safe/working condition and looking well. Weed removal around sand and mulch areas in equipment and volleyball court is ongoing. Other repairs will include replacement of worn out benches and repairs to the pier as time and budget allow.

Sanitary Sewer

1. Sewer lateral notices were sent out to property owners in "Priority #1 and #2" who have not yet completed their lateral repairs as of yet, also notices sent to property owners who are exempt until the 2027 Milwaukee Street project to make sure they are aware of this requirement as well. Much time has been spent answering questions and concerns about this lately. Also going through the spreadsheet to update the information as some property owners who have either made repairs, or had been previously sent letters that their lateral was acceptable may not have been added to the "Completed" list.
2. CMAR (Compliance Maintenance Annual Report) was completed and submitted to DNR as required.
3. We are trying to develop a project to inspect and make needed repairs to any remaining un-lined clay sanitary sewer mains. Along with the mains we would like to attempt to bundle some private lateral work at the same time thus a potential savings to property owners of the laterals could be possible. I am waiting to hear back from Speedy Clean if they are interested in working with us to develop such a project.
4. Sewer mains/manholes will continue to be inspected during times of high rain to try to find the source of any potential infiltration.

Waterworks

1. Fire Hydrant Flushing was completed in June. Had to follow up at one residence after the flushing to flush their service lateral as they had a rusty water situation. One of our original 1954 hydrants will need to be replaced by an outside contractor due to it being in-operable. This will require the shutdown of a portion of water main near the intersection of Forest/Highland Ave. Notice to affected residents will be given when this project will take place.

2. The CCR (Consumer Confidence Report) was completed and notices of the report were posted via a sticker on the water billing envelopes to go to the village website to view the report, or call to request a hard copy. Several hard copies were delivered to customers and time spent explaining the report. Hard copies can still be obtained by anyone if requested.
 3. Other time spent with water includes passing out several late/disconnect notices for water billing and installing several meters in new construction homes.
 4. Also after shutting off a water service to a residence for non-payment of their bill, the water service is now slightly leaking. This will require a dig and replace repair to their curb stop and curb box in a non-emergency repair time frame.
 5. Due to extremely high temperature conditions the sidewalk over a village easement on S. Milwaukee Street has buckled up causing a potentially hazardous situation, and also threatening the curb box to the adjacent property. This will be repaired as soon as possible as well.
- 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

VILLAGE OF THERESA
Regular Village Board Meeting Minutes
Monday, June 16, 2025 – 7:00 PM
Location: 292 Mayville Street, Theresa, WI

1. Call to Order

President Steger called the meeting to order at 7:00 PM. The Pledge of Allegiance was recited.

2. Roll Call

Present:

- President Jody Steger
- Trustee David Brandenburg
- Trustee Shawn Krapfl
- Trustee Joe Haak
- Trustee Robin Billings
- Trustee Pat Bodden
- Trustee Sandy Koenigs

3. Public Comment

- **Chris Giese**, 205 Mayville Street: Expressed concern regarding the proposed cell tower lease, noting that a 50-year lease is a significant commitment and should be carefully considered.
 - **Linda Herman**: Quoted former Trustee JR Koenigs stating “board members serve the taxpayers, not one another”. Inquired about shirts for trustees and employees—stating trustees could pay out-of-pocket, while DPW staff shirts should be part of their uniform budget. Also requested consideration of changing the meeting day to accommodate Fire Department volunteers.
 - **Barb Hackbarth**, Schnitzler Drive: Requested information on the distance between the proposed cell tower and residential homes, and its height. Voiced concerns about potential health risks if the tower is too close to homes.
 - **Heather Helsell**: Requested removal of silt from storm drain screens on Valley & Birchwood. Noted ongoing disruption and water backup in the area, and thanked Bill and Shawn for their efforts. Expressed willingness to assist financially in resolving the issue. It was stated that NextGen has been contacted about maintaining the silt screens and keeping the streets clean.
-

4. Consent Agenda

Motion by Haak, seconded by Krapfl, to approve the Consent Agenda as amended.

Motion carried unanimously (7-0).

5. New Business

a. Annual Siren Maintenance – Mike Elack

Reported that annual maintenance was completed. The siren near the tower will need new batteries. A proposed 5-year service agreement starting in 2026 at \$1,425/year was presented.

Motion by Brandenburg, seconded by Bodden, to postpone action until July.

Motion carried.

b. Proposed Cell Tower Lease

Attorney Matt Parmentier recommended postponing discussion. Trustee Haak noted health concerns related to 5G towers. Trustee Koenigs suggested negotiating for higher rent and stated the tower height would be between 200–250 feet.

Motion by Koenigs, seconded by Haak, to postpone discussion until July.

Motion carried unanimously.

c. Local Government Basics Training – June 25 in Neenah

Trustees Bodden and Steger will attend. Clerk-Treasurer Tellier will register them.

d. K9 Kennel Variance – 332 Birchwood Lane

Lieutenant Chad (West Bend PD) presented information on the upcoming K9 program. Officer Gatz would like to place the kennel on the side of the house due to equipment needs and topography challenges in the backyard. The kennel would be specific to the police K9. Discussion included zoning, accessibility, and precedent concerns.

Motion by Brandenburg, seconded by Billings, to postpone until July.

Motion carried unanimously. [There will be a Zoning Board of Appeals Meeting on July 28, 2025, at 6 pm, for this item.](#)

6. Committee Reports

a. Public Safety – Chair Haak

- **Operator Licenses:**
Motion by Haak, seconded by Steger, to approve as listed.
Motion carried, 7-0.
- **Alcohol and Tobacco Retail Licenses:**
Motion by Haak, seconded by Billings, to approve as presented with corrected paperwork. Clerk-Treasurer Tellier explained the licensing differences.
Motion carried, 7-0.
- **Lions Temporary Beer License** (pending correct paperwork):
Motion by Brandenburg, seconded by Bodden.
Motion carried unanimously (7-0).
- **Emergency Management Plan:** Revisions will be made to tailor the plan to the Village.
- **5K Route:** Proposed route may change; will be reviewed in July.

Future Agenda Items:

- Speed limit signage near schools: "When Children Are Present" vs. changing to 25 MPH on Milwaukee and Mayville Streets.

b. Public Works – Chair Brandenburg

- The mulch pile needs to be shredded.
- Sewer Lateral Ordinance must be enforced; Clerk will send notification letters.
- **CMAR Resolution 2025-03:**
Motion by Brandenburg, seconded by Haak, to approve.
Motion carried unanimously (7-0).
The CMAR evaluates treatment plant performance. Compliments were given to Bill and Ryan for their efforts.
- Patch truck floor repairs discussed; 2026 capital purchases under consideration.
- Generator for Well #1: Explore diesel options (with and without enclosure); natural gas no longer preferred.
- Wisconsin & McArthur Streets: Chip sealing discussed. RFP will be published, and bids reviewed at a later date. Goal is to extend road life.

Future Agenda Items:

- Contact Building Inspector regarding erosion control violations. Silt fences remain uninstalled; potential project shutdown discussed.
- COM2 Electronics Recycling Event coordination.

c. Parks – Chair Krapfl

- Benches will be refurbished; trees to be planted.
 - Park pavilions are being utilized heavily.
 - The small pier at River's Edge Park is in poor condition.
-

d. Finance/Personnel – Chair Brandenburg

- **Approval of May Bills & Wages:**
Motion by Haak, seconded by Bodden, to approve.
Motion carried unanimously (7-0).
 - **Approval of Fund Summary Report through May:**
Motion by Brandenburg, seconded by Billings.
Motion carried unanimously (7-0).
 - **Approval of May Treasurer's Report:**
Motion by Brandenburg, seconded by Bodden.
Motion carried.
-

7. Announcements

- June 18 – American Legion Street Dance (rain date June 25)
 - June 21 – Bike Rodeo at 290/292 Mayville St, 9-11:30 am
 - June 23 – Movie Night at Theresa Historical Society Juneau House, 7:30 pm
 - July 21 – Committee Meetings and Regular Village Board
 - September 16 – Open Book 8:30 am – 12:30 pm
 - October 5 – Pioneer Day/Spanferkal at Fireman's Park
 - October 27 – Board of Review, 5:30-7:30 pm
-

8. Adjournment

President Steger declared the meeting adjourned at 8:16 PM.

Respectfully submitted,
Becky Tellier, MMA
Clerk-Treasurer



Emergency Communication Systems

Safety First

1750 Hamilton Court Little Chute, WI 54140
www.emergencycommunicationsystems-ecs.com
Phone: (920) 423-3311
Email: Bill@Siren-Service.com

Agreement for Warning System Annual Inspection & Preventative Maintenance

Creating a contract between Emergency Communication Systems and our customers instills confidence in the communities that we serve, knowing the warning system equipment is being maintained, tested, and held to a high standard. Service contracts for our customers allows them to ensure proper maintenance is being done on their equipment for the agreed upon length of time, eliminating any need to further search for certified service vendors or additional quotes. Service contracts allow Emergency Communication Systems to keep up to date records of equipment, ensure proper operation to protect our communities when a threat arises, and provides us with regular checks to ensure the equipment we stand behind is operating at optimal performance.

The following Annual Inspection & Preventative Maintenance Agreement is between

Emergency Communication Systems

&

Theresa

This agreement covers annual inspection and preventative maintenance only for sirens and controls. Sirens added to the system after the agreement will be included the year following installation unless discussed and agreed upon between the two parties. (*see page 3 for further maintenance details)

Agreement Period: (Please select one)

1-year agreement ☐

3-year agreement ☐

5-year agreement ☐

Between 2026 & _____

Total number of sirens and associated controls: 3

Per site annual cost: \$ 475

Total Annual Cost for this agreement: \$ 1,425

Total Contract Cost for this agreement: \$ _____

*Maintenance to be invoiced annually after servicing

Party:

Emergency Communication Systems

Printed Name:

Jennifer Van Dyn Hoven

Signature:

Jennifer Van Dyn Hoven

Signature Date: 4/3/25

Party:

Printed Name:

Signature:

Signature Date: _____

*Emergency Communication Systems reserves the right to increase costs up to 5% each year due to inflation or unforeseen cost increases.

Annual Siren Maintenance for Tornado Sirens include but not limited to.

Details of Service:

The goal of this service is to minimize the possibility of siren failure and to capture the maximum performance and reliability of the warning system through scheduled annual service visits.

1. Inspect all electrical and mechanical connections. Make sure that all fasteners are properly tightened.
2. Visual inspection of the grounding system, utility pole, conduits and connections and cabinets.
3. Inspect both the rotator motor and siren motor (if equipped)
4. Grease and inspect siren head (up to 60ft head height)
5. Realign and reset rotation tensioner (if equipped)
6. Check sensor adjustment (if equipped)
7. Check rotation current sensor (if equipped)
8. Check AC power sensor (if equipped)
9. Check intrusion sensor (if equipped)
10. Check battery voltage/ cold cranking amps (if equipped)
11. Check controller auto-reporting (if equipped)
12. Check battery charger voltage (if equipped)
13. Check transformer/rectifier (if equipped)
14. Test manual siren activation (if equipped)

Please Note: if any parts or material are needed there will be an additional fee.

Scope of Responsibility

Emergency Communication Systems Scope of Responsibility

- Schedule technicians to perform services
- Ensure inspection is per manufacturer's specifications
- Conduct work in a timely manner
- Identify any open issues
- Provide a service point of contact to the customer

Customer Scope of Responsibility

- Provide an authorized point of contact for scheduling and onsite coordination
- Notify Emergency Communication Systems of any special instruction or other security issues affecting their visit to the site

Village of Theresa Administrative Report

of Office Activity for June 2025

Process Payroll and Accounts Payable:

- Complete payroll and payable processing for June 11 and June 25
- 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

Dog Registration:

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

Utility Billing:

- June 26 started 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)
- 290 Portal Users accounts are setup to pay on the Theresa Community Portal; 102 setup "autopay"
 - June 12 – Residents could come in to have help setting up their accounts on the Community Portal and learn about Eye on Water (**no one showed up**)
 - Make stickers for on end of June Utility Bills about Consumer Confidence Report so we are compliant with DNR

Alcohol and Operator License

- Notify Retail License holders and Operator License holders that they need to pickup their license for the term July 1 2025 – June 30 2026

Audit

- Enter 11 pages of journal entries needed to complete the 2024 Audit

Sewer Laterals

- Contact attorney about \$25/month late fee for noncompliant property owners. Advised to follow ordinance.
- Section 1, Televiser in 2028
 - 6 Exemption Letters until 2027 Project
 - 2 Noncompliant Letters (repairs were due 11/18/2023)
 - 44 Compliant
- Section 2, Televiser 2030
 - 15 Exemption Letters until 2027 Project
 - 17 Noncompliant Letters (repairs were due 5/25/2024)
 - 39 Compliant

- South Church, Televiser in 2033
 - 3 Reminder Letters (repairs due 5/10/2026)
 - 7 Compliant
- Mayville St and Milwaukee St S of School, Televiser 2034
 - 7 Reminder Letters (repairs due 9/15/2025)
 - 5 Exemption Letters until 2027 Project
 - 21 Compliant

There are many property owners who did not get a sewer lateral permit.

Respectfully submitted,
Becky Tellier – MMC, WCMC