

Public Safety Committee Minutes

August 13, 2025 6:15pm

Attendance: Trustee Haak, Trustee Koenigs, Trustee Bodden

Notable attendees: Chief Markus

- A. The meeting was called to order at 6:18pm
- B. Discussion on 2025 and 2026 budgets and capital purchases.
 - a. Chief Markus has cut his hours and is interested in setting up a new squad fund so we can plan ahead of time on getting new vehicles when needed.
 - b. Motion made by Trustee Haak to recommend to the Finance Committee to have a squad car fund on any funds left under budget. Seconded by Trustee Koenigs. Motion Carried
 - c. Motion made by Trustee Koenigs to put a capital improvement plan in the for the police department with any left over funds. Seconded by Trustee Bodden. Motion Carried.
 - d. It is the consensus of the committee that left over monies be moved to training.
- C. The Committee convened to closed session with the proper roll call vote pursuant to Wis Stat Section 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. Haak, Koenigs and Bodden all voted in the affirmative.
- D. The committee reconvened to open session
- E. No action taken on closed session topics
- F. Future Agenda Items-none
- G. **Motion by Trustee Haak to adjourn seconded by Trustee Koenigs. Motion Carried**

Respectfully submitted by Chair Haak



Theresa Police Department Monthly Report

September 2025



Incidents: Aug 2025

INCIDENTS	Theresa PD	Sheriff's Office	Notes
Accident PDO	2		
Abuse Neglect			
Alarm		2	
Assist Agency		2	
Animal			
Bar Check	2		
Building/Park Checks	120	2	
Child Custody			
Death Investigaton	1		
Disorderly Con			
DPW			
Drill			
Emerg Detention			
EMS Request	3	2	
Family trouble	2		
Fight	1	1	
Fraud			
Found Item		1	
Hangup		2	
Harassment			
Juvi Alcohol			
Intoxicated Person			
Lockout			
Miscellaneous	3	3	
Mutual Aid			
Neighbor Dispute			
Noise Complaint			
Ordinance Viol	18		
Open records	3		
Parking			
Special Detail	1		
Sex Offense			
Suspicious	2	2	
litter			
Theft			
Theft of vehicle			
Traffic Comp			
Traffic Complaint			
Traffic Stop	24	2	
Warrant Check	1	1	
Walk &Talk/Foot Patrol	18		
Welfare Check	2g	1	
Total	220	13	



Theresa Police Department Monthly Report

September 2025



Theresa PD VIOLATIONS	CITATIONS	WRITTEN WARNINGS
Parking Violation		
Non-Traffic citations	1	
Vehicle Violation	20	

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. EMR planning
2. The following tasks are in Progress:
 - a. Review of village incidents and approval of reports.
 - b. Cleaning out old equipment, files and rearranging
 - c. Evidence room and evidence reorganization.
 - d. Rules for license liquor establishments
 - e. Evidence room inventory
 - f. IT set up and refinement
 - g. Cross train with fire department

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

EMS Report for August 2025

For the month of August Theresa EMS ran 26 calls for service. 4 in the Village of Theresa, 4 in the Town of Theresa, 15 in the Village of Lomira, 3 in the Town of Lomira, 0 in the Village of Kekoskee and 0 in City of Mayville.

For the 1st Eight months of this year, we have run 44 calls in the Village of Theresa, 34 calls in the Town of Theresa, 132 calls for the Village of Lomira, 18 calls for the Town of Lomira, 2 for Kekoskee and 1 for Mayville.

Of the 26 calls, 5 were no transports and 1 lift assist. 0 calls to the nursing home in Lomira and 2 for the assisted living side of the nursing home. For the year from January-August, the service has run 231 calls.

Transported 18 patients to various local hospitals. In total we have transported 180 patients.

The ambulance was present for Lomira Appreciation days, and we sat for a Lomira Football game.

The new ambulance will be delivered to Pomasl sometime the week of September 15. Once the dealership receives the truck. Additional equipment needs to be installed as well as the painting and graphics need to be applied to the truck. Last thing to install is the VHF radio. I anticipate at least 2 more weeks before we take delivery of the new truck. Payment is not due until we take delivery of the truck.

Kevin Baerwald

Public Works Committee Minutes

Aug 25, 2025, 6:15pm

Attendance: Trustee Billings, Brandenburg, Krapfl

Notable Attendees, Bill Weisensel, President Steger, Becky Tellier

- A. Meeting was called to order at 6:15pm
- B. Motion by Billings, 2nd by Krapfl to approve the minutes of the July 21 meeting.
- C. Discuss the DPW daily operations report as presented by Bill Weisensel.
 - a. No inquiries into our part-time position, should we consider full-time.
 - b. Water infiltration was high during the recent rains with totals above 500,000 gallons compared to 95,000 on an average day and 150,000 on a normal rain day.
 - c. Ponding on McArthur Road needs to be addressed with curb and gutter or improved ditch bottoms and culverts.
 - d. Discussed a quote from Kin-X for ditch regrading on Bancroft and a hydrant replacement on Highland. Competitive quotes are tough to come by with many contractors busy.
 - e. We have asked for the brush pile to be mulched but so far the needed equipment has been unavailable.
- D. Discussed sewer lateral televising and repairs. The committee asks Bill Weisensel to obtain quotes for needed areas of Menomonee Street and S. Milwaukee so a decision can be made on camera and needed repair funding.
- E. Discuss the Badger Meter Beacon Program access by citizens.
- F. Discussed the storm sewer issues on Birchwood and Valley. For the last storm the ponding at the end of the road was less than before the silt fence was removed from the catch basins.
- G. An RFP has been prepared for repairs to Wisconsin Street and McArthur Road.
- H. Future Agenda Items include sewer main and lateral televising and repairs, Brush Pile, road repairs to Wisconsin and McArthur and drainage issues from Depot road on the Schaetzel property to the river.

Public Works Committee Minutes

Aug 28, 2027 6:00pm

Attendance: Trustee Billings, Brandenburg, Krapfl

Notable Attendees, Bill Weisensel, President Steger

- A. Meeting was called to order at 6:00pm
 - B. Discuss the 2025 and 2026 budgets and capital expenditures as presented by Bill Weisensel.
 - New truck for public works
 - New generator for well 2
 - Street repairs
 - Sewer lateral and main camera work
 - Discussed how to fund future projects and reserve funds
 - Discussed the need for a 3rd full time employee in public works/water division.
 - C. Mtn By Brandenburg, 2nd by Krapfl to meet in closed session as per WIS States Section 19.85(1) (c) to discuss employee reviews. Motion carried unanimously by roll call vote.
 - D. Motion by Brandenburg 2nd by Billings to return to open session.
 - E. Motion by Krapfl, 2nd by Brandenburg to adjourn at 8:42 pm.
- Minutes submitted by Trustee Brandenburg

**Village of Theresa
Regular Village Board Meeting Minutes
August 25, 2025 – 7:00 p.m.**

1. Call to Order

The meeting was called to order by President Jody Steger at 7:01 p.m.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Roll Call

Present: Steger, Brandenburg, Krapfl, Haak, Billings, Koenigs

Absent: Bodden

4. Approval of Agenda

Motion made by Trustee Haak, seconded by Trustee Brandenburg, to approve the revised agenda with the addition of Item 15(d). Motion carried unanimously.

5. Public Comment

David Schaetzel, 119 Depot Rd – Addressed drainage issues on his property. He reported ongoing maintenance at his own expense and raised concerns about mosquitoes and weeds. He requested consideration of placing the drainage underground or constructing a storm sewer. Public Works Director Weisensel stated that an open ditch typically provides better flow than a culvert and recommended investigating ownership and easement rights. He will check whether the Village holds an easement and if improvements can be made.

Chris Giese, 205 Mayville St – Requested consideration of underground utility placement (referencing a need to consult with Tammy Hampton for possible grants). Suggested incorporating green space and trees in new developments. Reiterated opposition to the proposed 5G tower.

Amanda Bauer, 329 Mayville Street – Reported poor lawn conditions due to construction, leftover concrete near the new crosswalk, and issues with topsoil and reseeding. Noted that she had recently been asked to complete a Sewer Lateral Permit due to a second lateral, but she questioned if this was necessary. She also raised questions about property easements. DPW Director Weisensel will review the ordinance, inspect the site, and verify utility easements.

Kristi Haak, 351 Birchwood Ln – Voiced concerns about the proposed 5G tower, requesting research on both positive and negative long-term impacts.

Barbara Hackbarth, 107 Schnitzler Drive – Urged the Board to consider potential long-term health effects of 5G technology, stressing concern for community well-being.

6. Approval of Minutes

Motion made by Trustee Brandenburg, seconded by Trustee Haak, to approve the minutes of the July 21, 2025 meeting. President Steger suggested a minor wording change. Motion carried, 6-0.

7. Unfinished Business

Parking Ordinance §350-52 – Conflicting provisions noted regarding side parking pad requirements. Motion made by Trustee Brandenburg, seconded by Trustee Billings, to follow provision #1. Motion carried unanimously.

Cell Tower Update – Negotiations with the company continue; awaiting response before further action.

8. Administrative Report

Inquiry made about the number of residents signed up for email-only billing. There are only a handful of people that choose to only receive utility bills electronically. Recodification project continues but is difficult due to interruptions.

9. Village President's Report

President Steger suggested that the information sent with the Real Estate Assessment Notices be reviewed.

10. Public Safety Committee – Trustee Haak

Reviewed Police Department report and two thank-you letters.

5K Run: 85 participants, raising over \$6,500 for cancer research.

National Night Out: 135 attendees; discussion of planning a winter event at Rivers Edge Park.

Police Department is responding to increased medical calls.

Ambulance Director announced retirement effective September 24, 2025. Options under consideration:

1. Lifestar contract – \$300,000 with ambulance or \$500,000–\$600,000 without.
2. Combine Police and Ambulance operations – estimated \$200,000 budget increase.
3. Contract with the City of Mayville.

Trustee Elack provided an overview of the Emergency Management Plan.

11. Public Works Committee – Trustee Brandenburg

DPW Report reviewed.

High infiltration noted during recent rains, indicating need for sewer main improvements.

Badger Meter / Beacon Program – Motion made by Trustee Brandenburg, seconded by Trustee Krapfl, to restrict data access to Village staff only. Motion carried, 6-0.

No flooding reported at Valley and Birchwood during last storm. Discussion on televising storm sewers and cleaning with a jetter truck, including debris capture to prevent discharge into the river.

Wisconsin Street/McArthur Road RFPs expected to be published this week.

Pier at Rivers Edge Park requires repair or replacement. Kayak launch remains on hold pending follow-up.

Bee infestation at the sandbox addressed with vinegar treatment and colder weather.

Next Public Works meeting scheduled for Thursday, August 28, 2025.

12. Finance & Personnel Committee – Chair Brandenburg

Motion made by Trustee Brandenburg, seconded by Trustee Billings, to approve July bills and wages. Motion carried, 6-0.

Budget-to-Actual report reviewed. Trustees requested the manual sheet with an added column for percentage used.

Treasurer's Report presented; loans remain due before year-end.

Motion made by Trustee Brandenburg, seconded by Trustee Haak, to approve Resolution 2025-04: Ambulance and Fire Truck Loan. Motion carried, 6-0.

13. Announcements

The Finance and Personnel Committee will be meeting on Tuesday, August 26, at 6:15 pm.

Brandenburg volunteered to complete the Board of Review training CD. Trustees Joe Haak and Sandy Koenigs will be absent October 27.

Water Utility Management Training – Grant writer Tammy Hampton recommends trustees complete the 4-hour training (worth 10 PSC points). Clerk-Treasurer Tellier will resend details.

Motion by Trustee Brandenburg, seconded by Trustee Haak, at 8:13 pm to go into Closed Session pursuant to Wis. Stats. Section 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, and/or (e) Deliberating or negotiating the purchasing of public

properties, the investing of public fund, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Motion carried by roll call vote, 6-0.

Motion by Trustee Brandeburg, seconded by Trustee Haak to return to Open Session at 8:56 pm.

14. Adjournment

There being no further business, the meeting was declared adjourned at 8:56 pm by President Steger.

Respectfully submitted,
Becky Tellier, MMC
Clerk-Treasurer

Village of Theresa Administrative Report

of Office Activity for August 2025

Process Payroll and Accounts Payable:

- Complete payroll and payable processing for August 6 and 20
 - Training Deputy Clerk-Treasurer on this process
- Pay associated taxes and employee benefits
- Accounts Payable checks are issued the same weeks as payroll

Bank Reconciliations:

- Balance accounts and perform journal entries

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 and Follow Up:

- Prepare agendas and packets for upcoming meetings
- August 7 Finance and Personnel Committee (rescheduled for August 11)
- August 13 Public Safety Committee
- August 25 Regular Village Board
- August 26 Finance and Personnel Committee
- Record and finalize meeting minutes and follow-up
- Contact Dodge County Land Services

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

Utilities

- Enter Phase 2 rates effective August 2 and have the Deputy Clerk-Treasurer confirm for accuracy
- Organize sewer lateral information and follow up with the Director of Public Works

Budgets

- Start budget process
- Assign general ledger accounts to the Theresa Public Library

Audit

- Pre-audit is scheduled for November 12

Code Project

- Continue to assign items as time allows

Attend Wisconsin Municipal Clerk's Conference in La Crosse

Respectfully submitted,
Becky Tellier – MMC, WCMC

FINANCE AND PERSONNEL COMMITTEE

MEETING MINUTES

August 11, 2025 – 6:30 p.m.

Theresa Village Hall

1. Call to Order

Chair Brandenburg called the meeting to order at 6:30 p.m.

2. Roll Call

Present: Brandenburg, Haak, Steger, Bodden

Also Present: Clerk-Treasurer Tellier

3. Approval of Minutes

Motion by Steger, seconded by Brandenburg, to approve the minutes of the July 1, 2025, meeting as presented. Motion carried unanimously.

4. Budget Discussion

Clerk-Treasurer Tellier reported that no capital improvement requests had been received for the 2026 budget.

Discussion was held regarding preparation for the Clerk-Treasurer to serve as fiscal agent for the Theresa Library. Tellier attended the Library Board meeting on July 8, 2025, at 4:00 p.m. to answer questions and provide information. The Library Director requested that library staff remain on a monthly pay schedule.

The Committee discussed the feasibility of maintaining two payroll schedules. Tellier stated this would require additional programming and staff time. Following discussion, the Committee agreed that all Village-paid employees will remain on the current bi-weekly payroll schedule, with payroll direct-deposited by Wednesday of the payroll week.

5. Residential Revaluation

Discussion was held on the residential revaluation and the timeline for the assessment roll. Tellier stated that the roll will be ready for the Open Book session on September 16, 2025, from 8:30 a.m. to 12:30 p.m., and will follow up with the assessor.

6. Editorial and Legal Analysis

Tellier reported that the Editorial and Legal Analysis is ready for review. There are 246 questions to be answered by December 16, 2025. Tellier has begun the review process and assigned certain items to department heads and the Village Attorney.

7. Closed Session

Motion by Brandenburg, seconded by Steger, to convene into Closed Session at 8:00 p.m. pursuant to Wis. Stat. § 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, and/or Wis. Stat. § 19.85(1)(e), deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session, for the following purposes:

- a. Employee Reviews
- b. Contract for Cell Tower

Roll Call Vote:

- Steger – Yes
- Bodden – Yes
- Haak – Yes
- Brandenburg – Yes

Motion carried.

8. Reconvene to Open Session

Motion by Brandenburg, seconded by Steger, to reconvene into Open Session at 9:10 p.m.
Motion carried unanimously.

9. Adjournment

Chair Brandenburg declared the meeting adjourned at 9:10 p.m.

Respectfully submitted,

Becky Tellier, MMC

Clerk-Treasurer

Village of Theresa

Finance & Personnel Committee Meeting Minutes

August 26, 2025 – 6:15 p.m.

1. Call to Order

The meeting was called to order by Chair Brandenburg at 6:18 p.m.

2. Closed Session

Motion made by Trustee Brandenburg, seconded by President Steger, to enter into Closed Session at 6:18 p.m. Roll call vote: All committee members voted in favor. Motion carried.

3. Return to Open Session

Motion made by Trustee Brandenburg, seconded by Trustee Haak, to return to Open Session at 9:02 p.m. Motion carried.

4. Adjournment

Motion made by Trustee Brandenburg, seconded by Trustee Bodden, to adjourn the meeting at 9:02 p.m. Motion carried.

Respectfully submitted,

Becky Tellier, MMC
Clerk-Treasurer