

Public Safety Committee Minutes

September 15, 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 by Haak seconded by Bodden to approve minutes from August 13<sup>th</sup> and 25<sup>th</sup>. Motion Carried.**
- C. Police Department report—see packet
  - a. Department is adding more foot patrols and will be doing more patrols for school bus stops.
  - b. Little Lions day care visit coming up soon.
  - c. National Night Out was a success and there was a lot of handouts.
  - d. Pipe break downtown and the PD was on scene for traffic control.
- D. Fire Department Report. See Packet
- E. Ambulance Report- Mayville is meeting with their finance committee at the end of the month and will have numbers for us then.
- F. **Motion made by Haak, Seconded by Bodden to approve Operators License for Alexix Weber. Motion Carried.**
- G. No action needed
- H. **Motion by Haak seconded by Koenigs to approve a snowmobile route Highland to Park to the gas station-street use only. Motion Carried**
- I. Future Agenda Items-Building updates as needed
- J. **Motion by Trustee Haak to adjourn at 6:53 seconded by Trustee Koenigs. Motion Carried**

Respectfully submitted by Chair Haak



# Theresa Police Department Monthly Report

October 2025



## Incidents: September 2025

| INCIDENTS              | Theresa PD | Sheriff's Office | Notes |
|------------------------|------------|------------------|-------|
| Accident PDO / Deer    | 1          | 1                |       |
| Abuse Neglect          |            |                  |       |
| Alarm                  |            |                  |       |
| Assist Agency          |            |                  |       |
| Animal                 | 3          | 1                |       |
| Bar Check              | 1          |                  |       |
| Building/Park Checks   | 125        | 2                |       |
| Child Custody          | 1          |                  |       |
| Civil Matter           | 1          | 1                |       |
| Disorderly Con         |            |                  |       |
| DPW                    | 1          |                  |       |
| Death Investigation    | 1          |                  |       |
| Emerg Detention        |            |                  |       |
| EMS Request            | 1          | 2                |       |
| Family trouble         | 1          |                  |       |
| Firework Complaint     |            |                  |       |
| Fraud                  |            |                  |       |
| Found Item             |            |                  |       |
| Hangup                 |            |                  |       |
| Harassment             |            |                  |       |
| Hit and Run            |            | 1                |       |
| Intoxicated Person     |            |                  |       |
| Lockout                | 1          |                  |       |
| Miscellaneous          | 3          | 3                |       |
| Mutual Aid             |            |                  |       |
| Neighbor Dispute       | 1          |                  |       |
| Noise Complaint        |            |                  |       |
| Ordinance Viol         | 5          |                  |       |
| Open records           |            |                  |       |
| Parking                | 1          |                  |       |
| Search warrant         | 1          |                  |       |
| Sex Offense            |            |                  |       |
| Suspicious             |            |                  |       |
| litter                 |            |                  |       |
| Theft                  | 1          |                  |       |
| Theft of vehicle       |            |                  |       |
| Traffic assign/direct  | 8          |                  |       |
| Traffic Complaint      | 1          | 1                |       |
| Traffic Stop           | 24         | 1                |       |
| Vandalism              |            |                  |       |
| Walk &Talk/Foot Patrol | 11         | 1                |       |
| Welfare Check          | 2          | 2                |       |
| Total                  | 195        | 16               |       |



# Theresa Police Department Monthly Report

October 2025



| Theresa PD VIOLATIONS | CITATIONS | WRITTEN WARNINGS |
|-----------------------|-----------|------------------|
| Parking Violation     |           |                  |
| Non-Traffic citations |           |                  |
| Vehicle Violation     | 18        |                  |

## 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 – Officer James
  - d. School visits
  - e. Equipment was ordered to replace old and aging equipment.
  - f. School lock down drill and evaluation
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. Hygiene Kits for the schools
  - e. Evidence room inventory
  - f. IT set up and refinement
  - g. Car Fax report writing

## Next projects:

- A. Future of the plans Police Department building.
- B. The accreditation process
- C. Squad car camera setup
- D. New taser setup and training-Nov
- E. Speed limits & School Zone on Milwaukee Ave
- F. Training setup



## **THERESA FIRE DEPT. MONTHLY UPDATE**

### **SEPTEMBER 2025**

| <b><u>ACTIVITY</u></b>      | <b><u>MAN-HOURS</u></b> |
|-----------------------------|-------------------------|
| WORKNIGHT –9/1/2025         | 52                      |
| FIRE PRACTICE – 9/15/2025   | 48                      |
| RESCUE PRACTICE – 9/22/2025 | 39                      |
| MEETING – 9/8/2025          | N/A                     |

### **FIRE / RESCUE CALLS**

1. 9/02/25 1439 DAYTON ST, APT. 302, CITY OF MAYVILLE, STRUCTURE FIRE
2. 9/04/25 6921 CTY RD K, TOWN OF ADDISON, BARN FIRE
3. 9/07/25 493 CHURCH ST, VILLAGE OF LOMIRA, FIRE ALARM
4. 9/10/25 N7419 CTY HWY V, VILLAGE OF KEKOSKEE, FIRE ALARM
5. 9/17/25 N7863 CTY HWY P, TOWN OF THERESA, DOG RESCUE
6. 9/18/25 W2408 MCARTHUR RD, TOWN OF THERESA, ASSIST EMS
7. 9/22/25 930 NORTH AVE, VILLAGE OF LOMIRA, FIRE ALARM
8. 9/22/25 HWY WT & HWY TW, TOWN OF THERESA, MOTOR VEHICLE ACCIDENT
9. 9/30/25 1030 FOURTH ST, VILLAGE OF LOMIRA, FIRE ALARM

### **DEPARTMENT INFORMATION**

9/23/25 DODGE COUNTY FIRE CHIFS ASSN MEETING @ DC EOC  
9/24/25 JOINT BUDGET MEETING @THERESA TOWN HALL

## Village of Theresa, Wisconsin

### Wheel Tax Implementation Checklist

This checklist is provided to guide the Village of Theresa through the proper legal and administrative process to adopt and implement a municipal vehicle registration fee ("wheel tax") under Wis. Stat. § 341.35.

#### Phase 1 — Research & Planning

- Review Wis. Stat. § 341.35 (Municipal Vehicle Registration Fee Authority).
- Confirm village board authority to impose the tax (no referendum required).
- Identify eligible vehicle types (AUTOs, TRUKs ≤ 8,000 lbs, AUCYs, CYCLs, TRLRs) and statutory exemptions.
- Obtain vehicle count data from WisDOT to estimate eligible registrations.
- Estimate potential annual revenue at various fee levels (e.g., \$10, \$20, \$30).
- Determine transportation-related projects to fund with revenue (road maintenance, resurfacing, etc.).
- Consult village attorney to confirm legal compliance and draft framework.

#### Phase 2 — Ordinance Drafting

- Draft ordinance language referencing Wis. Stat. § 341.35.
- Include: purpose and authority, vehicle classes and exemptions, fee amount, collection process via WisDOT, creation of special revenue fund, effective date, and amendment/repeal procedure.
- Have ordinance reviewed by village attorney and finance committee.

#### Phase 3 — Coordination with WisDOT

- Contact WisDOT DMV Vehicle Services for setup procedures and lead-time (typically 90 days).
- Submit Notice of Intent and copy of ordinance once adopted.
- Confirm programming schedule and remittance process.
- Verify WisDOT's administrative retention fee and monthly remittance format.

#### Phase 4 — Public Process

- Schedule public hearing (notice per open-meeting laws and local publication policy).
- Post notice of hearing on website, at Village Hall, and in official newspaper.
- Provide public information sheet/FAQ explaining purpose, fee, and fund usage.
- Hold public hearing; document comments in meeting minutes.
- Adjust ordinance if needed.
- Present for Village Board approval (two readings if required).

#### Phase 5 — Adoption & Implementation

- Pass ordinance by board motion and roll-call vote.
- Publish summary ordinance notice in the official newspaper.
- File certified ordinance copy with WisDOT.
- Establish Wheel Tax Fund in accounting system.
- Train staff on responding to resident questions and handling refund requests.
- Issue public notice of implementation date (social media, website, water bills, etc.).

#### Phase 6 — Monitoring & Reporting

- Reconcile WisDOT remittance reports monthly.
- Track all expenditures from the wheel-tax fund (must be transportation-related).
- Present annual revenue/expenditure report to the Village Board and public.
- Adjust fee amount or policy by ordinance amendment if revenue or needs change.
- Re-evaluate ordinance every 3–5 years or upon major road-funding shifts.

## **Village of Theresa — Wheel Tax (Local Vehicle Registration Fee)**

Effective date: \_\_\_\_\_ Amount: \$ \_\_\_\_\_ per eligible vehicle (set by Village ordinance).

### **What is the wheel tax?**

It is a local vehicle registration fee authorized by Wisconsin law and collected by the Wisconsin Department of Transportation (WisDOT) at the time of vehicle registration or renewal. The fee is in addition to the state registration fee and applies to eligible vehicles customarily kept in the Village of Theresa.

### **Who pays the fee?**

Owners of eligible vehicles (autocycles, automobiles, and light trucks registered at 8,000 lb or less) that are customarily kept in the Village. Farm/dual-purpose farm registrations and certain special plates (Antique, Collector, Historic Military, Hobbyist, Medal of Honor) are exempt under state law.

### **Which vehicles are not subject to the fee?**

Heavy trucks over 8,000 lb, buses, motor homes, trailers, mopeds, and motorcycles are not subject to a municipal wheel tax. Exemptions follow state statutes and administrative rules.

### **How is the fee collected?**

WisDOT adds the fee automatically when you register or renew your plates. It will be shown on your receipt and certificate of registration. WisDOT remits the revenue to the Village after deducting a small administrative cost.

### **How will the Village use the revenue?**

By ordinance, all revenues are deposited into a segregated fund and used only for transportation-related purposes such as street maintenance and reconstruction; sidewalk and pedestrian safety improvements; signage and traffic control devices; and related planning, engineering, and debt service.

### **What if I move or the vehicle is kept somewhere else?**

Update your vehicle's "kept-in" location with WisDOT so the correct municipality is charged. If a renewal notice shows a fee you do not owe, contact WisDOT before paying.

### **Will I pay both a county and a Village wheel tax?**

If both Dodge County and the Village levy a fee, both will apply to eligible vehicles kept in the Village. The combined total will appear at renewal.

### **Where can I get more information?**

Visit the Wisconsin DMV wheel tax information page and the Village website for updates and FAQs.

## Wheel Tax Fees and Revenue

| Proposed Fee (\$) | Assumed Eligible Vehicles | Gross Revenue (\$) | WisDOT Admin (est. \$0.03 per vehicle) | Net Revenue (\$) |
|-------------------|---------------------------|--------------------|----------------------------------------|------------------|
| \$ 10.00          | 944                       | \$ 9,440.00        | \$ 283.20                              | \$ 9,156.80      |
| \$ 20.00          | 944                       | \$ 18,880.00       | \$ 566.40                              | \$ 18,313.60     |
| \$ 30.00          | 944                       | \$ 28,320.00       | \$ 849.60                              | \$ 27,470.40     |
| \$ 40.00          | 944                       | \$ 37,760.00       | \$ 1,132.80                            | \$ 36,627.20     |
| \$ 50.00          | 944                       | \$ 47,200.00       | \$ 1,416.00                            | \$ 45,784.00     |

Wisconsin Department Transportation Valid Vehicle Type  
By County within CVT File Analysis as of 1/07/2025 For  
Calendar Year Ending 2024

only 5800016

| Vehicle Type By CVT | CVT<br>CD | CVT | AUCY | AUTO   | CYCL  | TRLR   | TRUK   | Sum:    |
|---------------------|-----------|-----|------|--------|-------|--------|--------|---------|
| LOMIRA              | 55 V      |     | 1    | 727    | 138   | 398    | 1,714  | 2,978   |
| LOWELL              | 16 T      |     |      | 301    | 90    | 204    | 908    | 1,503   |
| LOWELL              | 56 V      |     |      | 123    | 25    | 538    | 294    | 980     |
| MAYVILLE            | 64 C      |     |      | 1,632  | 419   | 599    | 4,047  | 6,697   |
| NEOSHO              | 57 V      |     | 2    | 395    | 84    | 89     | 871    | 1,441   |
| OAK GROVE           | 17 T      |     | 2    | 253    | 71    | 206    | 819    | 1,351   |
| PLYMOUTH            | 60 C      |     |      |        | 1     |        |        | 1       |
| PORTLAND            | 18 T      |     |      | 267    | 83    | 160    | 900    | 1,410   |
| RANDOLPH            | 58 V      |     |      | 372    | 99    | 136    | 1,054  | 1,661   |
| REESEVILLE          | 59 V      |     |      | 298    | 51    | 73     | 709    | 1,131   |
| RUBICON             | 19 T      |     | 2    | 854    | 247   | 373    | 2,161  | 3,637   |
| SHIELDS             | 20 T      |     |      | 149    | 43    | 85     | 389    | 666     |
| THERESA             | 21 T      |     | 1    | 297    | 78    | 167    | 968    | 1,511   |
| THERESA             | 60 V      |     |      | 439    | 139   | 117    | 1,019  | 1,714   |
| TRENTON             | 22 T      |     |      | 230    | 84    | 366    | 902    | 1,582   |
| UNKNOWN             |           |     |      | 46     | 8     | 22     | 18     | 94      |
| WATERTOWN           | 65 C      |     | 1    | 2,735  | 545   | 520    | 5,681  | 9,482   |
| WAUPUN              | 66 C      |     |      | 1,497  | 337   | 389    | 3,381  | 5,604   |
| WESTFORD            | 23 T      |     |      | 312    | 114   | 138    | 933    | 1,497   |
| WILLIAMSTOWN        | 24 T      |     |      | 11     |       | 6      | 6      | 23      |
|                     | Sum:      |     | 25   | 26,441 | 6,270 | 14,078 | 65,868 | 112,682 |

Sample

**VILLAGE OF THERESA  
DODGE COUNTY, WISCONSIN**

**ORDINANCE 2025-03**

*AN ORDINANCE TO ESTABLISH A MUNICIPAL VEHICLE REGISTRATION FEE  
("WHEEL TAX")*

**The Village Board of the Village of Theresa, Dodge County, Wisconsin, does hereby ordain as follows:**

**Section 1. Authority and Purpose.**

This ordinance is adopted pursuant to Wis. Stat. § 341.35 and Wis. Admin. Code ch. Trans 126. The purpose of this ordinance is to establish a municipal vehicle registration fee ("wheel tax") to provide a stable, locally controlled funding source for transportation-related purposes within the Village of Theresa.

**Section 2. Definitions.**

- (a) "Vehicle customarily kept" has the meaning provided by WisDOT: the county and municipality where the vehicle is typically garaged, parked, or kept.
- (b) "Eligible vehicle" means an autocycle, automobile, or truck registered at 8,000 pounds or less, excluding dual purpose farm trucks, and as further limited by applicable statutes and administrative code.
- (c) "Exempt plates/classes" include Antique, Collector, Historic Military, Hobbyist, Medal of Honor, and any other plate classes designated by state law or WisDOT as exempt from a municipal vehicle registration fee.

**Section 3. Imposition of Fee; Amount; Effective Date.**

- (a) There is hereby imposed upon each eligible vehicle customarily kept in the Village of Theresa an annual municipal vehicle registration fee in the amount of **[\$[FEE AMOUNT]]** per vehicle.
- (b) The fee shall be paid at the time of first registration and at each renewal thereafter.
- (c) This ordinance shall take effect on **[EFFECTIVE MONTH]**, **[EFFECTIVE DAY]**, **[EFFECTIVE YEAR]**, provided that written notice is delivered to WisDOT at least 90 days prior to such effective date as required by Trans 126.02.

**Section 4. Collection and Administration.**

- (a) The Wisconsin Department of Transportation (WisDOT) shall collect the municipal vehicle registration fee as part of the state registration process and shall deduct its administrative cost prior to remitting the balance to the Village.
- (b) The Village Clerk-Treasurer is designated as the Village's contact for purposes of notices under Wis. Admin. Code ch. Trans 126 and shall provide timely notice of enactment, amendment, or repeal, including effective dates and fee amounts.
- (c) The fee shall be indicated on the certificate of registration for each vehicle for which it is collected.

#### **Section 5. Use of Revenues; Accounting.**

All revenues from the municipal vehicle registration fee shall be deposited into a segregated fund and used exclusively for transportation-related purposes within the Village, including but not limited to street maintenance, resurfacing and reconstruction; sidewalks, signage, and traffic control devices; multi-use paths and pedestrian safety improvements; and planning, engineering, and debt service related to such transportation projects. All monies under the applicable statute and this chapter remitted to the Village by the Wisconsin Department of Transportation or other applicable agency shall be deposited in the Village's General Fund and be used solely for assisting with transportation related purposes.

#### **Section 6. Exemptions and Non-Applicability.**

This fee does not apply to vehicles not subject to a municipal vehicle registration fee under state law, including but not limited to vehicles registered at more than 8,000 pounds, dual purpose farm trucks, motor homes, buses, trailers, mopeds, motorcycles, and any other vehicle classes exempted by statute or administrative rule.

#### **Section 7. Amendments or Repeal.**

Any amendment to the amount of the fee, the scope of eligible vehicles, or an action to repeal this ordinance shall be enacted by ordinance and shall not take effect until at least 90 days after written notice is provided to WisDOT in accordance with Wis. Admin. Code § Trans 126.02.

#### **Section 8. Severability.**

If any provision of this ordinance is held invalid or unenforceable, such invalidity shall not affect the other provisions, which shall remain in full force and effect.

#### **Section 9. Effective Date.**

This ordinance shall take effect on the date specified in Section 3(c) following passage and publication as provided by law.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by the Village Board of the Village of Theresa.

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Village President

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Becky Tellier, MMC, Clerk-Treasurer

#### **ATTACHMENT A (Clerk Use): WisDOT Notification**

Prepared notice to WisDOT (Trans 126.02): governing body name; ordinance enactment date; effective date; fee amount; authorized signature; Village contact (name, address, phone, email).

Notice must be received by WisDOT  $\geq$  90 days before the first day of the effective month.

Mail to: DMV Administrator, Wisconsin Department of Transportation, 4822 Madison Yards Way, Madison, WI 53705 (or current address per Trans 126).



Outlook

For Public Comment

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**New Submission from Contact Us form**

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**From** Kyle A Albright <noreply@municipal.email>

**Date** Mon 10/13/2025 4:37 PM

**To** C T <ct@villageoftheresawi.gov>

**Name:** Kyle A Albright

**Email:** kylea@deltatconstruction.com

**Phone:**

**Message:**

I was just wondering what the village board is doing to bring more businesses and business tax revenue into Theresa. I know this is a broad question, but I believe it is something on quite a few minds of residents in Theresa. I was also wondering if the board ever thought about appealing to land owners and possibly the DNR to help create more recreational trails for Atvs, UTVs and snowmobiles. Many people that have those machines living in Theresa and in SE Wisconsin are looking for trails farther south. We are already open to those machines mentioned above, why not open things further to bring more business or even attract more businesses to Theresa. I know there are many pressing needs within our community, but sometimes we have to think outside the box to find solutions. Thank you for your time.

## **Village of Theresa – Regular Board Meeting**

Location: Theresa Village Hall Meeting Room

September 15, 2025 – Minutes

The meeting was called to order at 7:01 pm by President Steger. The pledge of allegiance was recited and roll call taken. All trustees were present.

### **Public Comment**

- Linda Herman – Asked how many vehicles/items are permitted on a property. Expressed concerns regarding junk/trash at a Church Street property. Noted a squad was parked on Milwaukee Street Friday through Sunday in a 2-hr parking zone. Police Chief Markus will follow up on this.
- Chris Giese – Inquired about the streetscaping grant and bulletin board at the Post Office. Expressed continued opposition to 5G.

### **Consent Agenda**

- Minutes – August 25, 2025: Motion by Koenigs, seconded by Krapfl, to approve the minutes with a correction on page 10. Motion carried unanimously.

### **Presentations / Reports**

Tammy Hampton – Funding and Infrastructure Updates

- Street Scaping Grants – The Village is not eligible as it does not own utilities. Infrastructure funding is the top priority.
- DNR Funding Sources – ITA due October 31, 2025, for water/sewer; full applications due June 2026. Highly competitive; additional funds are currently available.
- Training Requirement – More than 50% of the Board must complete 4-hour MPTC modules by October 31 (self-paced; link to be re-sent).
- Asset Management Plan – Due June 30, 2026; may qualify for 25% loan forgiveness on sewer and water.
- CDBG Grant – Up to \$1 million with 50% local match (DNR funds may count). Requires income survey with ≥51% LMI (census shows 42%). Applications due May 2026.
- Project Cost & Scoring – Updated estimate due in October; current range \$15–18 million. Document main breaks (photos, water loss). Recommend updating 5-year CIP.
- Additional Opportunity – Governor Evers' \$50 million program for nonprofits/municipalities (EMS/Fire/Police/Health & Wellness). If pursued, select one project by October 31 and secure matching funds.

### **Cell Tower Update**

Negotiations with Vertical Bridge continue; current numbers remain far apart compared to area contracts.

### **Public Safety Committee by Chair Haak**

- Police Department – Minutes of August 13 and August 25 approved. Increased patrols near the school and Dollar General bus pick-up areas. National Night Out drew 135 attendees. Assisted with traffic rerouting during recent water main break; thanks were extended for inter-departmental help.
- Ambulance Report – Meeting Thursday.

- Snowmobile Club Route – Motion by Haak, seconded by Krapfl, to approve a route from Highland to Park Street and to the gas station. Motion carried unanimously.
- Future Agenda Item – Update on the Police Department Building.

#### **Public Works Committee by Chair Brandenburg**

President Steger assisted with valve shutoffs and water tower operation during the main break. Repairs will be costly due to aging infrastructure. No proposals received for current projects. Schaetzel property easements remain under review.

#### **Finance & Personnel Committee by Chair Brandenburg**

- Committee Minutes – Approved (Steger, Haak; F&P Committee only).
- Bills & Wages – Approved (Haak, Billings; unanimous).
- Fund Summary – Approved (Brandenburg, Haak; unanimous).
- Treasurer's Report – Approved (Brandenburg, Haak; unanimous).

#### **Announcements**

- Joint Budget Meeting – Wednesday, September 24 – 7 pm
  - Committee Meetings and Regular Village Board, Monday, October 20
  - Board of Review, Monday, October 27 – 5:30-7:30 pm
  - Trick-or-Treat: October 26, 2025, 2:00–4:00 pm.
- Clarification: Increased assessments do not automatically mean higher taxes; many residents escrow property taxes and they have concerns.

#### **Closed Session**

Motion by Brandenburg to convene into Closed Session at 7:59 pm 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 funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session to Wisconsin Statutes; roll call vote taken and all were in favor.

Motion by President Steger, seconded by Trustee Brandenburg, to return to open session at 8:52 pm. Motion carried unanimously.

President Steger declared the meeting adjourned at 8:52 pm.

Respectfully submitted,

Becky Tellier, MMC  
Clerk-Treasurer

## **Joint Budget Meeting Minutes**

September 24, 2025, 7 pm – At Town Hall

Village President/Trustees: Jody Steger, Pat Bodden, Shawn Krapfl, Dave Brandenburg, Sandy Koenigs, Joe Haak (Absent: Robin Billings)

### **1. Fire Department Budget Discussion (Presented by Ryan Koll and Scott Bernhard)**

- Reasons for 2026 Budget Increases: Water and Sewer Rates increased; Truck and Equipment Maintenance costs increase as these items age.
- Fire Call Compensation: \$7.50 per call paid in cash annually. Scott Bernhard mentioned that no tax owed unless earnings exceed \$600. Tellier noted it is payroll and should be reported even if earnings are under \$600 and Social Security (FICA) and Medicare should be paid from the employee's wages. Training expenses are under Training and Schools line.
- Budget Shortfall: Treasurer Chris Giese reported \$27,000 shortfall at year-end 2024. Balance of \$9,000 in checking; FD floats bills until reimbursement. Giese said that \$10,000 has been withdrawn from a money market to cover expenses. Ryan Koll said the 2024 likely shortfall due to training and vehicle maintenance.
- Capital & Grant Funding: CDs earmarked for capital improvements. Fundraising money not in budget; FD has secured nearly \$2 million in grants/donations. FD purchased equipment including a used pickup truck, turnout gear, SCBAs, hose roller (\$10,000), and training tower. \$300,000 grant secured for a new tanker. Some turnout gear/SCBAs have been replaced fully by grants.
- Equipment: Engine 1 – 30 years old; Engine 2 – 15 years old; Rescue Squad vehicle – 2001. Proposal to combine rescue and engine into one new vehicle (~\$1.5 million). Refurbishment would cost ~\$300,000 with limited lifespan extension. FD faces staffing shortages during daytime calls. Ryan Koll to provide list of officers and firefighters.

### **2. Library Budget Discussion**

- Increases reflected in highlighted budget lines. Programs funded mainly by grants and donations.
- Circulation tracked annually and reported to DPI. Many new families joined; new library cards issued. Nine home-schooled students registered.
- Surplus funds directed to Technology Fund; policy on surpluses under review. Library built in 1989/1990.
- Clarification: libraries are not designed to build savings accounts; municipalities are responsible for funding operations.
- Agreement to be reviewed in 2026. Village will act as fiscal agent, providing budget-to-actual reports (including wages). Library Board Treasurer to manage non-budgeted expenses.

### **3. Ambulance Committee Discussion**

- Kevin Baerwald has agreed to remain through year-end. Community members expressed support for continuing local ambulance service.
- Mayville agreed to provide coverage when staffing is insufficient (suggested charging Village \$600–\$1,000 per call).
- Proposal to increase per capita charge to \$50. Need to confirm if Lomira will participate.
- Discussion included whether ambulance employees should become Village employees to remain competitive in pay/benefits.
- Police officers will continue EMR training. Recruitment of additional volunteers is ongoing.

### **4. Closed Session**

Motion to enter Closed Session at 9:22 p.m.; roll call vote taken by both Village and Town clerks.

Returned to Open Session at 10:28 p.m.

President Steger declared the meeting adjourned at 10:28 pm.

Respectfully submitted,  
Becky Tellier, MMC  
Clerk-Treasurer

**VILLAGE OF THERESA**  
**Special Village Board Meeting**  
**October 13, 2025 – 7:00 p.m.**

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**Call to Order:**

The Special Village Board meeting was called to order at 7:00 p.m. by President Steger.

**Roll Call of Members:**

Present – Trustees Haak, Krapfl, Bodden, Billings, and President Steger.

Excused – Trustees Brandenburg and Koenigs.

**Closed Session:**

Motion by Bodden, seconded by Krapfl, to convene into Closed Session pursuant to Wis. 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, and/or §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.

**Purpose of Closed Session:**

- a. Discuss options for 2026 Emergency Medical Services.
- b. Discuss applicant(s) for Director of Public Works.

**Roll Call Vote:**

Steger – Yes, Haak – Yes, Krapfl – Yes, Bodden – Yes, Billings – Yes.

Motion carried 5–0.

(The Board then convened into Closed Session.)

**Return to Open Session:**

Motion by Haak, seconded by Billings, to return to Open Session at 8:45 p.m.

Motion carried unanimously.

**Adjournment:**

Meeting was declared adjourned by President Steger at 9:07 p.m.

Respectfully submitted,  
Becky Tellier, MMC  
Clerk-Treasurer

**JOINT POWERS AGREEMENT  
COUNTY 911 EMERGENCY SYSTEM**

WHEREAS, Dodge County and the municipalities located within the boundaries of Dodge County have implemented an Emergency 911 System for the purposes of providing emergency services to residents and visitors of these municipalities, including fire fighting, law enforcement, ambulance, medical and other emergency services; and

WHEREAS, Sec. 256.35(9), Wis. Stats., "Joint Powers Agreement," requires that in implementing a 911 system as has been done in Dodge County, municipalities shall annually enter into a Joint Powers Agreement, which Agreement shall be applicable on a daily basis and which shall provide that if an emergency services vehicle is dispatched in response to a request through the Dodge County 911 System, such vehicle shall render its services to the persons needing the services, regardless of whether the vehicle is operating outside the vehicle's normal jurisdictional boundaries.

THEREFORE, in consideration of the mutual promises, agreements, and conditions contained herein, it is hereby jointly agreed between Dodge County and the Village of Theresa, "municipality," as follows:

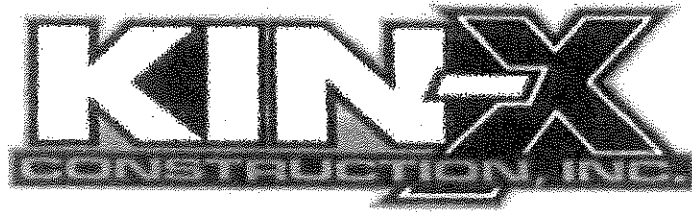
1. That effective January 1, 2026, this Agreement shall, thereafter, be applicable on a daily basis from said date through December 31, 2026.
2. That if an emergency services vehicle operated by the municipality, or operated by an agency with which the municipality contracts for that particular emergency service, is dispatched in response to a request through the Dodge County Emergency 911 System, such vehicle (whether owned and operated by the municipality or by the agency) shall render its services to the persons needing the services, regardless of whether the vehicle is operating outside the vehicle's normal jurisdictional (or as defined by contract) boundaries.
3. That a copy of this Agreement shall be filed with the State Department of Justice, as required by Sec. 256.35(9)(c), Wis. Stats.

**DODGE COUNTY**  
(dispatching agency)

By: \_\_\_\_\_  
(County Clerk)

**Village of Theresa**  
(participating agency)

By: \_\_\_\_\_  
(Chairman/Mayor/President/Clerk)



Robert King  
Cell Phone: 920-948-1341  
[kinxconstruction@gmail.com](mailto:kinxconstruction@gmail.com)  
PO Box 85  
Brownsville, WI 53006

October 2, 2025

Dear Snow Plowing Client:

I will be providing snowplowing services again for the 2025/2026 snow season. We are fully insured. Please review the enclosed proposal, sign the back page and return it in the envelope provided by Friday, October 24, 2025. Unfortunately, due to the rising cost of many items in our industry, we have increased some prices.

Please do not hesitate to call if you have any questions, 920-948-1341.

Sincerely,

A handwritten signature in black ink, appearing to read "Rob King", written over a white background.

Rob King, President  
Kin-X Construction, Inc.



PO Box 85 Brownsville, WI 53006 (920) 948-1341 kinxconstruction@gmail.com

**Proposal Submitted to:** Village of Theresa  
**Street:** 292 Mayville St  
**City, State, Zip Code:** Theresa, WI 53091  
**Business Phone:** 920-488-4003  
**Cell Phone:** 920-979-6412

**Contact Person:** William Weisensel  
**Project Name:** 2025/2026 Snow Removal  
**Project Location:** Theresa, WI  
**Date of Plans:** N/A

We hereby submit specifications as follows for furnishing the necessary labor, material and equipment to complete the following:

### **PLOWING**

- 1 Ton Dodge Pickup Truck (1994-2005) with Boss V-plow and Operator.....\$110/ hour
- 5 Yard International Truck (1999) with 10' Blade, Wing, Sand/Salt and Operator...\$135/hour
- Volvo Loader (1999) with Push Blade or Bucket and Operator.....\$150/hour
- Gehl Skid Loader (2009) with Plow Blade and Operator.....\$120/hour
- Volvo Dump Trucks (2000-2002) for Hauling Snow and Operator.....\$125/hour

**NOTE:** Kin-X will salt roads with salt provided by the Village of Theresa stored at the Town Hall

Minimum of \$23,200 for the 2025/2026 Snow Season. Payments of \$5,800 to be made December 1, January 1, February 1, and March 1. If individual monthly invoice exceeds \$5,800, and addition invoice will be sent during the month.

*We Propose* hereby to furnish material and labor- complete in accordance with proposal specifications, for the sum of

See Page 1

Dollars \$

Payment to be made as follows: **Paid as project progresses**

### **Additional Agreement Provisions**

#### **Notice of Lien Rights**

AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, KIN-X CONSTRUCTION, INC. HEREBY NOTIFIES BUYER THAT PERSON OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON BUYER'S LAND MAY HAVE LIEN RIGHTS ON THAT LAND AND ON THE BUILDINGS ON THAT LAND IF THEY ARE NOT PAID FOR SUCH LABOR OR MATERIALS. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO KIN-X CONSTRUCTION, INC. ARE THOSE WHO CONTRACT DIRECTLY WITH THE BUYER OR THOSE WHO GIVE THE BUYER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR CONSTRUCTION. ACCORDINGLY, THE BUYER WILL PROBABLY RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO HIS MORTGAGE LENDER, IF ANY. KIN-X CONSTRUCTION, INC. AGREES TO COOPERATE WITH THE BUYER AND HIS LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.

#### **GUARANTEE**

All material is guaranteed to be as specified, and all work is guaranteed to be completed in compliance with all applicable laws and in workmanlike manner according to standard practices. This guarantee shall last for a period of one year from the date of completion of the work. All guarantees are void if payment is not made as specified. KIN-X Construction, Inc. agrees to provide a COI listing Buyer as additional insured up to the current insurance limits of KIN-X Construction, Inc.

#### **LATE PAYMENT PENALTY**

Payment is due and payable thirty (30) days from completion of the job. If payment is not made within thirty (30) days, in addition to KIN-X Construction, Inc.'s other rights and remedies, a late payment penalty charge at the rate of one and one-half percent ( 1-1 /2%) per month, eighteen (18% per annum) on the unpaid balance (excluding the monthly late penalty charge) will be imposed. Should it be necessary to force collection of any monies due herein, Buyer shall be responsible for all costs connected herewith, including reasonable attorney fees.

#### **ENTIRE AGREEMENT**

This written Proposal/Agreement consisting of the two sides contains the entire Agreement and understanding between the parties, and no provision, terms, warranties, representations or promises, either expressed or implied, other than those set forth herein are binding on either party.

#### **LIMITED LIABILITY**

Buyer shall hold harmless KIN-X Construction, Inc. and shall be solely responsible for damages to property of buyer or others necessitated for the performance of this contract except for such damages by KIN-X Construction, Inc. breach of this agreement, negligence or willful misconduct.

### *Acceptance of Proposal*

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. ACCEPTANCE OF THIS PROPOSAL INCLUDED ACCEPTANCE ON ALL THE ADDITIONAL AGREEMENT PROVISIONS AS STATED ABOVE.

Authorized Signature \_\_\_\_\_ Date of Acceptance \_\_\_\_\_

Note: This proposal may be withdrawn by KIN-X Construction, Inc. if not Accepted within **30** days.

KIN-X Construction Authorized Signature \_\_\_\_\_



September 19, 2025

To our Dodge County Municipal and Law Enforcement Partners,

The Dodge County Humane Society remains committed to animal welfare by providing care and shelter to animals throughout Dodge County. Over the past year, DCHS has taken in nearly 300 animals through stray pick-up services and law enforcement seizure. In addition, suitable homes were found for all adoptable animals and over 100 lost pets were reunited with their owners.

Attached please find the stray animal services contract offering for 2026. As we work to encourage municipalities to provide help for more animals, you will notice that the fee per animal decreases as more animals are covered.

Choosing to contract with DCHS benefits your municipality with both time and cost savings. The following are a direct result of the services that we are able to provide:

- Local law officials can be relieved of most of the calls and subsequent duties related to stray animals.
- Area citizens need not be burdened with the health hazards and safety issues related to stray animals.
- Municipalities do not have to house and feed stray animals for five days in order to be in compliance with state statutes.
- Owners of lost pets have a consistent and safe place to contact to reclaim their pet.

As part of this contract, we make the following commitments to you and your municipality:

- We guarantee that all animals will be handled in a humane way.
- We will make shelter staff accessible to you at all times. This will include use of our call system and also personal cell phone numbers of our Executive Director.
- We agree to be the responsible agency and quarantine facility for all domestic animal bite cases. This includes compliance with all state requirements.
- We agree to assist your officers with any neglect or abuse calls including both domestic animals and livestock.

The Dodge County Humane Society is also happy to work with municipalities that do not feel a contract is right for them. In an effort to provide services for as many animals as possible, we are offering a per animal option. We will accept animals from non-contracted areas at a cost of \$650 per animal, as space permits. This fee helps to offset the costs of any necessary medical care the animal may need.

We appreciate the opportunity to be of service to you and believe that the attached contract accurately summarizes the significant terms of our agreement. The attached contract reflects our best efforts to streamline our services and our strong desire to partner with your municipality. If you agree with the terms as described, please sign the contract and return it to us. If you have any questions, please feel free to contact me.

Kensie Drinkwine, Executive Director  
Dodge County Humane Society



### **2026 STRAY ANIMAL CONTRACT**

WHEREAS, the **Village of Theresa** desires to enter into a contract ("the Annual Contract") with The Dodge County Humane Society, Inc. for the care of stray and domesticated animals; and

WHEREAS, the Dodge County Humane Society is willing to agree to contract with the **Village of Theresa** to provide such services for the term and subject to the terms and conditions described below;

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the **Village of Theresa** (hereafter referenced as "the municipality") hereby enters into the following agreement with The Dodge County Humane Society, Inc. (hereafter referenced as "the humane society"), a Wisconsin not-for-profit Corporation, organized under Chapter 181 of the Wisconsin Statutes, without stock, located at N6839 State Road 26, Juneau, WI 53039, for the care of stray and domesticated animals (referenced as "the services").

In consideration for the humane society's agreement to provide the services during the term of this agreement, the municipality shall pay to the Dodge County Humane Society one of the following:

Please choose one of the following contract options:

- ☐ A lump sum of \$1,800. Covers up to 5 domestic stray animals. Animals in excess of 5 will be charged \$450/animal over 5.
- ☐ A lump sum of \$2,900. Covers up to 10 domestic stray animals. Animals in excess of 10 will be charged \$400/animal over 10.
- ☐ A lump sum of \$4,000. Covers up to 20 domestic stray animals. Animals in excess of 20 will be charged \$350/animal over 20.
- ☐ A lump sum of \$5,500. Covers up to 40 domestic stray animals. Animals in excess of 40 will be charged \$250/animal over 40.

Please choose one of the following approval options:

- ☐ Humane society must have approval before accepting any animal. In the event that a municipal representative cannot be reached, **Village of Theresa** authorizes the Executive Director of DCHS to act on your behalf in emergency situations.
- ☐ Humane society must have approval for each animal after the contract term has been reached.
- ☐ No pre-approval is needed before accepting animals.

**(Municipality must provide contact list to humane society by January 1, 2026.)**

1. Other Fees and Charges. In addition to the municipality's agreement to pay the sum(s) specified above, the municipality also agrees to pay all other fees and charges that it may incur under the terms of this agreement, including but not limited to pick-up and/or drop-off fees, after-hours drop-off fees, and all charges and fees associated with quarantines as provided in this agreement. All such fees and charges shall be billed to the municipality monthly and will be due and payable to the humane society no later than 15 days after the date of the invoice.
2. Drop-Off and Pick-Up of Animals: Days/Hours, Fees, and Manner of Delivery.
  - a. Normal Hours. On days that are not legal holidays, the humane society agrees to accept stray and domesticated animals during the following hours, which are subject to change upon notice by the humane society:  

|                         |                 |
|-------------------------|-----------------|
| Monday/Wednesday/Friday | 8:00am – 1:00pm |
| Tuesday/Thursday        | 8:00am – 7:00pm |
| Saturday                | 8:00am – 4:00pm |
  - b. Delivery of Animals. The animals must be either (1) brought to the humane society by an agent of the municipality at the humane society's address as listed above; or (2) picked up by humane society staff when staff members are available to respond to requests for pick up, subject to the terms set forth in paragraph 2.c. and 2.d., below.
  - c. Pick-Up Fee Normal Hours. The humane society may, at its sole discretion and if it has staff available, agree to pick up an animal, during the normal hours listed in paragraph 2.a., above, for a fee of \$100. Staff members may not be available to respond to requests for pick up during all of the hours during which the humane society accepts animals by drop off.

d. After-Hours Pick-Up Fee. The humane society may, at its sole discretion and if it has staff available, agree to accept an animal or to pick up an animal outside of the normal hours listed in paragraph 2.a., above. Any pick-up of an animal outside of the normal hours listed in paragraph 2.a., above, shall constitute an after-hours pick-up and shall be subject to an "after-hours" pick-up fee of \$200. The after-hours pick-up fee shall apply if the pick-up occurs outside of normal hours regardless of whether municipality's request for an after-hours pick-up was made during normal hours.

e. Hours for Public Redemption of Strays. The humane society shelter building will be open to the public for stray animal redemption during the following hours, subject to change upon notice:

|          |                |
|----------|----------------|
| Tuesday  | 12:00 – 7:00pm |
| Thursday | 12:00 – 7:00pm |
| Saturday | 12:00 – 4:00pm |

f. Drop-Offs by Police Officers. At its sole discretion, the humane society may allow the municipality's police officers to drop off animals from contracted areas outside normal pick-up and drop-off hours by special arrangement with the humane society, the terms are subject to change on notice at the sole discretion of the humane society.

g. Canceled Pick-Ups. If an animal is reclaimed by its owner and a request for pick-up is canceled prior to the arrival of humane society staff, there will be no pick-up fee. If a humane society staff member arrives at the designated location to pick up the animal, the appropriate pick-up fee will apply even if the animal has been reclaimed by its owner prior to the staff member's arrival.

3. Drop-Off and Pick-Up of Animals: Containment. Any stray domestic animal must be contained in some manner so as to be easily approached and apprehended. The humane society may, at its sole discretion, attempt to capture a stray animal that is running at large.

4. Care of Relinquished Animals. Upon acceptance of an animal, the humane society will have sole responsibility for the animal(s) and the sole right to determine the means of its care, relieving the municipality of any further care for the animal(s), subject to the municipality's responsibility to pay all applicable fees owed under this contract. The humane society will furnish and maintain facilities and equipment adequate for the humane care and treatment of the animals in compliance with Wisconsin laws and regulations concerning the humane treatment of animals. The humane society will use reasonable care to employ competent persons to perform the necessary functions of its shelter.

5. Stray Holding Period. The parties understand that Wisconsin law requires that stray dogs must be held for four (4) days plus the day of impoundment prior to disposition (adoption or euthanasia) and that notice of a stray animal must be provided in the county in which the animal is apprehended. Stray cats will be held for a minimum of four (4) days plus the day of impoundment prior to disposition. The holding period may be waived if a licensed veterinarian determines that an animal is so ill or injured that housing it for the lawful period will only prolong its death.
6. Stray Redemption by Owner. If an animal is redeemed by an owner in accordance with the procedures prescribed by Wisconsin Statutes, the owner will be required to pay any and all expenses incurred and/or fees charged by the humane society, including, but not limited to, veterinary costs and daily boarding fees. If an animal is not rabies vaccinated or licensed, an owner must sign a contract agreeing to have the pet rabies vaccinated and licensed by the deadline stated in the contract. If the municipality requests, and provides the humane society with a fax number, the humane society will fax a copy of the contract to the municipality for follow-up.
7. Records. Upon request, the humane society will submit a record showing the date each animal entered the shelter, where it was originally found, and how and when the animal was disposed of.
8. Bite/Rabies Quarantine; Seizures.
  - a. Known Owner. If an animal that is subject to a bite or rabies quarantine has a known owner, the animal will be held only if space is available at the shelter. The owner will be primarily responsible for daily boarding fees, travel time, charges incurred for veterinary checks on the animal(s), and all other fees and costs for the animal's care, as described in Paragraph 2 of Exhibit A to this agreement; however, if the animal has a known owner and an officer of the municipality requires the animal to be quarantined at the humane society and the owner is unable to pay the daily boarding fees, travel time, charges incurred for veterinary checks, and all other fees and costs associated with the animal's care, the municipality will be responsible for payment of all such fees and charges directly to the humane society.
  - b. Owner Unknown/Unavailable. Animals that must be held for rabies or bite quarantine will be held by the humane society if the owner is unknown or unavailable, and if space is available. In the event the owner is unable to be found or identified, the humane society will request reimbursement from Dodge County for quarantine, travel time, and veterinary expenses pursuant to Wisconsin Statutes Section 95.21(8). Any amount not reimbursed by Dodge County will become the responsibility of the municipality.
  - c. Policies, Fees and Charges. The humane society's current rabies/bite policies and the amounts of fees and charges for quarantine are attached hereto as Exhibit A;

however, all policies are subject to change on notice at the humane society's sole discretion.

- d. Seizures. Animals that are seized by a law enforcement officer can be housed at the humane society if space is available. If the animal has a known owner and an officer of the municipality requires the animal to be quarantined at the humane society, the municipality will be responsible for payment directly to the humane society for the daily boarding fees, travel time, charges incurred for veterinary checks, and all other fees and costs for the animal's care.

9. General Provisions.

- a. Inspection. Any official of any contracted municipality shall have access to the humane society shelter building for the purposes of inspecting the conditions of the shelter. Any such visits shall be conducted during normal staffed hours as listed in paragraph 2a.
- b. Indemnification. Each party agrees to indemnify and save harmless the other from all suits, claims and demands and actions arising out of its own alleged actions or inactions and agrees that it is solely responsible for its own operations, employees and agents.
- c. Effect of Waiver. If the humane society waives any term of this contract at any time, it will not constitute a waiver of the same term for other instances in which it might apply, nor will it constitute a waiver of any of the other provisions of this contract.
- d. Effect of Invalidity of Provision. If any provision in this contract shall be declared invalid, the remaining provisions shall continue in full force and effect.
- e. Entire Agreement. This document contains the entire agreement between the parties and the municipality warrants and represents that there are no statements or representations by any humane society representatives which are contrary to or which would vary or add to the terms of this agreement.
- f. Limited to Stray and domesticated animals. The term "stray and domesticated animals for purposes of this agreement includes dogs, cats, rabbits, hamsters, and domesticated gerbils, mice, rats, certain snakes, and birds. It does not include any other animals, including but not limited to livestock, wild or exotic animals or birds of prey.

- 10. Additional Services. The humane society may, upon request by the municipality, and at the humane society's sole discretion, agree to perform additional or ancillary services or services in extraordinary circumstances beyond those contemplated as within the

normal scope of this agreement. The municipality will pay to the humane society a reasonable or hourly reasonable and customary fee in an amount determined by the humane society as appropriate for additional services under the circumstances of each such request.

11. Term; Binding Effect. The term of this agreement shall be for a period of twelve months, commencing January 1, 2026 and expiring December 31, 2026. Therefore, services provided by the humane society to the municipality will be governed by the terms of this agreement commencing January 1, 2026 and continuing through December 31, 2026. However, this agreement shall be binding upon the parties hereto as soon as it is legally executed by resolution and approved by the municipality and when executed by the humane society.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the dates indicated below:

**Village of Theresa**

By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

**The Dodge County Humane Society, Inc.**

By: *Kensington Drinkwine* Title: Executive Director Date: 9/19/25

### **Exhibit A – Rabies/Bite Quarantine Policies, Fees and Charges\***

1. Owned animal up to date on rabies vaccination, not vicious: Not required to be quarantined at a facility; owner can quarantine at home with the following provisions:
  - a. THREE veterinary checks are required: one within 24 hours of bite; a second check thereafter but before 10 days elapse from the date of the bite; and a third on 10<sup>th</sup> day after the bite. The owner is responsible for veterinary charges for all visits.
  - b. The animal must be kept separate from other animals and have minimal human contact. This means no playing in a yard that is not securely fenced, no walking a dog outside the yard, and no playing with other dogs or cats.
  - c. If there are multiple animals in the home, the animal must be kept in a separate room or crated.
2. Owned animal not up to date on rabies vaccination, not vicious: Must be quarantined off site (not at the home). If the animal will be quarantined at the humane society. Fee is \$500.00. Owner is responsible for the applicable fees at time of drop off.
3. Owned animal considered vicious (whether up to date on rabies or not): Bite euthanasia is an option. Animal will be immediately euthanized and the head sent in to the state for evaluation. Fee is \$750.00. Owner is responsible for the applicable fees at time of drop off.
4. Unknown owner: After applicable stray hold period is up, animal will be euthanized. Charges as listed in paragraphs 2a-2d will apply; however, prior to billing the municipality for the charges, the humane society will attempt to bill the county, per state law. If the animal is injured or considered vicious, a veterinarian will be consulted as to whether the four day stray hold can be waived.

\*If state statute or state or local health department directive requires a course of action inconsistent with these policies, they shall be deemed modified to the extent of such statutory or health department directive only, and all remaining portions of these policies, fees and charges shall remain in full force and effect.



Catalis  
3025 Windward Plaza, Suite 200  
Alpharetta, GA 30005

No.: 006Ph00000L3GH3IAN  
Order Form Date: 8/19/2025

## ASSESSMENT SERVICES ORDER FORM

### CUSTOMER INFORMATION

|                       |                                                                                           |              |                                                        |
|-----------------------|-------------------------------------------------------------------------------------------|--------------|--------------------------------------------------------|
| Customer:             | Theresa, WI (Village)                                                                     | Phone:       | (920) 488-5421                                         |
| Primary Contact:      | Becky Tellier<br><a href="mailto:ct@villageoftheresawi.gov">ct@villageoftheresawi.gov</a> | Address:     | 292 Mayville Street<br>PO Box 327<br>Theresa, WI 53091 |
| System Administrator: | Same as Above                                                                             |              |                                                        |
| Billing Contact:      | Same as Above                                                                             | ACH:         | <input type="checkbox"/>                               |
| Billing Email:        |                                                                                           | PO Required: | <input type="checkbox"/> PO No.: [PO No.]              |
| Billing Phone:        | (920) 488-5421                                                                            | Tax Exempt:  | <input checked="" type="checkbox"/>                    |

Catalis Representative: Jeff Leone, [jeff.leone@catalisgov.com](mailto:jeff.leone@catalisgov.com), (781) 476-2035

### AGREEMENT TERM

Start Date: 1/1/2026  
End Date: 12/31/2028

### BILLING SUMMARY

- Each Year, this project will be invoiced in (4) equal payments of \$1,550.00 each on the following schedule: (January 1st, April 1st, July 1st and October 1st.)
- Invoices shall be due and payable within thirty (30) calendar days following invoice by Catalis.

### PRICING

Pricing below is valid through 1/1/2026. Pricing is subject to change after this date.

#### Assessment Fees

|                          | Fees               |
|--------------------------|--------------------|
| 2026 Assessment Services | \$6,200.00         |
| 2027 Assessment Services | \$6,200.00         |
| 2028 Assessment Services | \$6,200.00         |
| <b>Total Fees:</b>       | <b>\$18,600.00</b> |

### SCOPE OF WORK

MAINTENANCE OF ASSESSMENT RECORDS 2026 – 2028. AGREEMENT: by and between Catalis Tax & CAMA, Inc, hereinafter called the "Assessor", and the Village of Theresa, Dodge County, Wisconsin, hereinafter called the "Village". The Assessor and the Village for the compensation stated herein, agree as follows:



## ARTICLE I

The Assessor, having familiarized himself with the local conditions affecting the cost of the work to be done, and the Standard Specifications for the Annual Maintenance of Real Property Records in the State of Wisconsin pursuant to Chapter 70, Wisconsin State Statutes, hereby agrees to perform everything required to be performed and to complete in a professional manner everything required to be completed to comply with State Statutes regarding the assessment of Real Property on behalf of the Village and in accordance with the General Agreements as stated in Article Three of this contract.

## ARTICLE II

COMPENSATION: The Village shall pay to the Assessor for the performance of the contract the following compensation:

2026 - 2028 \$6,200 annually

\$1,550 per quarter January 1, April 1, July 1, October 1

## ARTICLE III

### GENERAL AGREEMENTS:

- 1) The contract would begin January 1, 2026 and end December 31, 2028.
- 2) All normal duties and functions of the Assessor as described and set forth in Volume I of the Wisconsin State Assessors Manual, including required meetings, will be performed in a timely manner, and in accordance with the Chapter 70 Laws of the State.
- 3) The above fee includes any and all normal assessment duties during its duration, including: No additional charges for quantity of permits or new plats, Board of Review and further appeals to circuit court.
- 4) All services requested over and above the normal yearly assessment functions will be charged extra at a mutually agreed upon rate.
- 5) The Assessor will provide his own equipment, workspace, storage and security of records, while in his possession.
- 6) The Assessor will carry his own Liability and Records Insurance, to protect the Village from suits for injury, lost or destroyed records.
- 7) The Assessor is to be considered an Independent Contractor hired to fill an Appointed Statutory Position, and is not subject to withholding tax, insurance programs or benefits.



Catalis  
3025 Windward Plaza, Suite 200  
Alpharetta, GA 30005

No.: 006Ph00000L3GH31AN  
Order Form Date: 8/19/2025

- 8) Every year at Board of Review meeting or as needed Assessor will inform Village Board on matters concerning but not limited to:
  - a) Compliance with State Statutes on assessment practices.
  - b) Property assessments in relation to current sales of property.
- 9) Work closely with Village Clerk and Building Inspector on matters concerning both offices.
- 10) Mileage & telephone expenses are included in the contract price. No additional charges will be made for those items.



## TERMS AND CONDITIONS

1. **Independent Contractor.** The Contractor acknowledges and agrees that they are an independent contractor and not an employee, partner, or agent of the Customer. The Contractor shall not be entitled to Customer benefits, including, but not limited to, health benefits, paid leave, or participation in the Customer's retirement or equity programs.
2. **Taxes.** The Contractor is responsible for the payment of their own federal, state, and local taxes, including income tax, self-employment tax, and any other applicable taxes. The Customer will not withhold taxes from the Contractor's compensation.
3. **Confidential Information.** The Contractor shall not disclose or use any confidential information of the Customer, including but not limited to proprietary business information, trade secrets, customer data, marketing strategies, and other non-public information obtained during the engagement, for any purpose other than fulfilling their obligations under this Agreement.
4. **Ownership & Intellectual Property.** Any work product, including intellectual property, created by the Contractor during the engagement shall be considered "work made for hire" and shall be the exclusive property of the Customer. The Contractor hereby assigns all rights to such work product to the Customer.
5. **Term and Termination**
  - 5.1. **Effective Date:** The effective date of this Agreement shall be the date upon which the Agreement is signed and executed by the Contractor and Customer.
  - 5.2. **Duration.** Agreement will continue until the end of the Agreement Term noted on the Order Form.
  - 5.3. **Termination:** Either party may terminate this Agreement with written notice if the other party breaches any material provision of this Agreement. Termination does not relieve either party from their obligations accrued prior to termination.
6. **Indemnification.** The Contractor shall indemnify, defend, and hold the Customer, its officers, directors, and employees harmless from any and all claims, liabilities, damages, costs, and expenses, including reasonable attorney's fees, arising out of the Contractor's work under this Agreement or any breach of the Agreement by the Contractor.
7. **Insurance.** The Contractor will maintain a Liability Insurance policy.
8. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the state of Wisconsin.
9. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties and supersedes all prior or contemporaneous agreements, understandings, and representations.
10. **Miscellaneous**
  - 10.1. **Amendment.** This Agreement may only be amended in writing and signed by both parties.
  - 10.2. **Notices.** All notices, requests, demands, or other communications under this Agreement shall be in writing.
  - 10.3. **Assignment.** The Contractor may not assign or transfer this Agreement or any rights or obligations hereunder without the prior written consent of the Customer.



Catalis  
3025 Windward Plaza, Suite 200  
Alpharetta, GA 30005

No.: 006Ph00000L3GH3IAN  
Order Form Date: 8/19/2025

## ACCEPTANCE

By signing below, signatories represent that they are validly authorized to enter into this Order Form and accept their terms and conditions. The Order Form is dated effective and shall be considered binding upon execution ("Effective Date") by and between both parties.

### THERESA, WI (VILLAGE)

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

### CATALIS TAX & CAMA, INC:

By: \_\_\_\_\_  
Name: Steven Ashbacher  
Title: Executive Vice President  
Date: \_\_\_\_\_

Resolution 2025-03: Urban Forestry Grant

**COMBINED AUTHORIZING RESOLUTION FOR  
URBAN FORESTRY GRANT AND  
URBAN FORESTRY CATASTROPHIC STORM GRANT PROGRAMS**

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WHEREAS, the applicant, Village of Theresa, is interested in obtaining a cost-share grant from Wisconsin Department of Natural Resources for the purpose of funding urban and community forestry projects or urban forestry catastrophic storm projects specified in s. 23.097(1g) and (1r), Wis. Stats.;

WHEREAS, the applicant attests to the validity and veracity of the statements and representations contained in the grant application; and

WHEREAS, the applicant requests a grant agreement to carry out the project;

NOW, THEREFORE, BE IT RESOLVED, the applicant, Village of Theresa, will comply with all local, state, and federal rules, regulations and ordinances relating to this project and the cost-share agreement;

BE IT FURTHER RESOLVED, the applicant will budget a sum sufficient to fully and satisfactorily complete the project and hereby authorizes and empowers the Director of Public Works or Clerk-Treasurer, official employees, to act on its behalf to:

1. Sign and submit the grant application
2. Sign a grant agreement between applicant and the DNR
3. Submit interim and/or final reports to the DNR to satisfy the grant agreement
4. Submit grant reimbursement request to the DNR
5. Sign and submit other required documentation

Adopted this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by the Village Board of the Village of Theresa.

\_\_\_\_\_  
Village President

\_\_\_\_\_  
Becky Tellier, MMC, Clerk-Treasurer

Publication Date: 10/30/2025

## 10 Year Capital Improvements Program

| Village of Theresa                           | Project                                                    | 2026             | 2027               | 2028               | 2029             | 2030             | 2031             | 2032             | 2033             | 2034             | 2035       |
|----------------------------------------------|------------------------------------------------------------|------------------|--------------------|--------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------|
| <b>No.</b>                                   | <b>1 Street Reconstructions/Improvements</b>               |                  |                    |                    |                  |                  |                  |                  |                  |                  |            |
|                                              | Milwaukee Street                                           |                  | \$ 1,500,000       |                    |                  |                  |                  |                  |                  |                  |            |
|                                              | McArthur Road                                              |                  |                    | \$ 662,808         |                  |                  |                  |                  |                  |                  |            |
|                                              | Wisconsin St Mill and Overlay (W Rock River to end of Wis) | \$ 90,000        |                    |                    |                  |                  |                  |                  |                  |                  |            |
|                                              | Mill Street Reconstruction & Utilities                     |                  |                    | \$ 400,000         |                  |                  |                  |                  |                  |                  |            |
|                                              | Park St Reconstruction & Utilities                         |                  |                    |                    | \$ 550,000       |                  |                  |                  |                  |                  |            |
|                                              | Forest and Highland Reconstruction & Utilities             |                  |                    |                    |                  | \$ 700,000       |                  |                  |                  |                  |            |
| <b>2 Utility/Improvements</b>                |                                                            |                  |                    |                    |                  |                  |                  |                  |                  |                  |            |
|                                              | Well 1 generator                                           | \$ 35,000        | \$ 100,000         |                    |                  |                  |                  |                  |                  |                  |            |
|                                              | Section 2 sewer main lining and manhole rehab              | \$ 150,000       |                    |                    |                  |                  |                  |                  |                  |                  |            |
|                                              | Section 3 clean and camera sewer                           |                  |                    | \$ 50,000          |                  |                  |                  |                  |                  |                  |            |
|                                              | Section 3 line and manhole repair                          |                  |                    | \$ 100,000         |                  |                  |                  |                  |                  |                  |            |
|                                              | Section 4 clean and camera sewer                           |                  |                    |                    |                  | \$ 50,000        |                  |                  |                  |                  |            |
|                                              | Section 4 line and manhole repair                          |                  |                    |                    |                  | \$ 100,000       |                  |                  |                  |                  |            |
|                                              | Section 5 clean camera line and repair manholes            |                  |                    |                    |                  |                  | \$ 150,000       |                  |                  |                  |            |
|                                              | Section 6 clean camera line and repair manholes            |                  |                    |                    |                  |                  |                  | \$ 150,000       |                  |                  |            |
|                                              | Section 7 clean camera line and repair manholes            |                  |                    |                    |                  |                  |                  |                  | \$ 150,000       |                  |            |
|                                              | Section 8 clean camera line and repair manholes            |                  |                    |                    |                  |                  |                  |                  |                  |                  |            |
| <b>3 Asphalt Mill &amp; Resurfacing</b>      |                                                            |                  |                    |                    |                  |                  |                  |                  |                  |                  |            |
| <b>4 Other</b>                               |                                                            |                  |                    |                    |                  |                  |                  |                  |                  |                  |            |
|                                              | SCADA system upgrade                                       |                  |                    | \$ 250,000         |                  |                  |                  |                  |                  |                  |            |
|                                              | Sludge Thickener                                           |                  |                    | \$ 100,000         |                  |                  |                  |                  |                  |                  |            |
|                                              | Skag Mower                                                 |                  | \$ 17,000          |                    |                  |                  |                  | \$ 20,000        |                  |                  |            |
|                                              | Truck                                                      |                  |                    |                    | \$ 30,000        |                  |                  |                  |                  |                  |            |
|                                              | Comprehensive Plan                                         |                  |                    |                    | \$ 30,000        |                  |                  |                  |                  |                  |            |
| <b>5 Crack Seal/Seal Coating/Maintenance</b> |                                                            |                  |                    |                    |                  |                  |                  |                  |                  |                  |            |
|                                              | Most necessary streets                                     |                  |                    |                    |                  |                  |                  |                  |                  |                  |            |
| <b>6 Public Safety</b>                       |                                                            |                  |                    |                    |                  |                  |                  |                  |                  |                  |            |
|                                              | Building Remodel/Addition                                  | \$500,000        |                    |                    |                  |                  |                  |                  |                  |                  |            |
|                                              | Squad                                                      |                  |                    |                    |                  |                  |                  |                  |                  |                  |            |
|                                              | <b>Total Budget</b>                                        | <b>\$775,000</b> | <b>\$1,677,000</b> | <b>\$1,562,808</b> | <b>\$610,000</b> | <b>\$850,000</b> | <b>\$150,000</b> | <b>\$170,000</b> | <b>\$150,000</b> | <b>\$150,000</b> | <b>\$0</b> |

# **Village of Theresa Administrative Report**

## **of Office Activity for September 2025**

### **Process Bi-Weekly Payroll and Accounts Payable:**

- Complete payroll and payable processing
  - Continue training Deputy Clerk-Treasurer on this process
- Pay associated taxes and employee benefits

### **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:**

- Work with Town of Theresa Clerk for detachment of property to annex into the Village for Brian Koll (Detachment on Town Agenda 11/3/2025)
- Schedule Plan Commission meeting (11/3/2025) for review of Comprehensive Plan and zoning of Koll parcel to R-1
- Work with Ken Steinbach to join two parcels zoned R-1 (waiting for CSM)

### **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

### **Public Works and Utilities**

- Submit the Application for the 2026 Recycling Grant
- Kelly submitted invoices and wages for the Urban Forestry Grant
- September 1 – one disconnection but it couldn't be
- September 22 – 78 second notices sent

### **Budgets**

- Work on budgets and Village Tax Levy information

### **Audit**

- Pre-audit is scheduled for November 12

### **Code Project**

- Continue to assign items as time allows

### **Education**

- Deputy attended the Civic Symposium September 11-12
- Clerk and Deputy attended the Wisconsin Election Commission conference in Rothschild September 29-October 2

Respectfully submitted,  
Becky Tellier – MMC, WCMC