

Village of Theresa

Regular Village Board Meeting Minutes

April 20, 2026 | 7:00 p.m.

1. Call to Order

President Steger called the Regular Village Board Meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

2. Roll Call

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

Staff Present: Clerk-Treasurer Becky Tellier; Director of Public Works Jason Jacobitz; Police Chief Dan Markus

3. Public Comment

None noted.

4. Approval of Minutes

Motion made by Trustee Billings, seconded by Trustee Krapfl, approving the minutes from March 23, 2026. Motion carried unanimously.

5. Business Items

CDBG Grant Applications & Required Policies

The Board reviewed and approved resolutions related to the Community Development Block Grant (CDBG) program, including submission of the application, commitment of matching funds, and adoption of required policies.

Motion made by Trustee Brandenburg, seconded by Trustee Haak, approving Resolution 2026-05 to Submit a CDBG grant application. All were in favor.

Motion made by Trustee Haak, seconded by Trustee Brandenburg, approving Resolution 2026-06 to Commit Match Funds and the Certification of Match Funds Secured. All were in favor.

Motion made by Trustee Brandenburg, seconded by Trustee Krapfl, approving a Residential Anti-Displacement and Relocation Assistance Plan (RADRAP) for CDBG Programs. All were in favor.

Motion made by Trustee Haak, seconded by Trustee Bodden, approving Resolution 2026-07 to Repeal and Recreate Chapter 162 – Fair Housing Ordinance. All were in favor.

Motion by Trustee Brandenburg, seconded by Trustee Bodden, approving Resolution 2026-04 to Adopt a Policy on Non-Violent Civil Rights Demonstrations to Prohibit the Use of Excessive Force and to Enforce Applicable State and Local Laws Prohibiting Physically Barring Entrances and Exits. All were in favor.

A future meeting will be scheduled to include Village Trustees and Staff in order to complete the remaining questions for the recodification project.

Motion made by Trustee Brandenburg, seconded by President Steger, approving the Certified Survey Map for combination of lots for properties located at 106 and 108 Tower Lane. Motion carried, 7-0.

Annual Reorganization Information

Motion by Trustee Haak, seconded by Trustee Brandenburg, approving the Committee Assignments for 2026-2027 as presented. All were in favor.

Motion by Trustee Brandenburg, seconded by Trustee Krapfl, approving Empeople Credit Union as the official Village depository, approving Village Hall and the website as the official posting locations, approving legal counsel (Dempsey Law Firm and QBS Law Firm, and approving the Dodge County Pionier as the official newspaper for the Village of Theresa. Motion carried, 7-0.

Village President's Report

President Steger expressed appreciation to Clerk-Treasurer Tellier for her work on the Innovation Grant and for assisting the Town of Theresa submittal. It was further noted that Tellier identified a discrepancy in the library's annual reporting and promptly notified the Library Board President. The Library Board President is now working with the Wisconsin Department of Public Instruction to correct the 2025 annual report, as well as prior years as recommended.

Public Safety Report

Discussion was held regarding sidewalk hazards, crosswalk improvements, and drainage concerns. Item to return to a future agenda.

Police Department Report

Chief Markus reported increased activity, major investigations, and grant submissions for drug task force equipment.

Fire Commission, Fire Department & Ambulance Updates

Updates were provided on bylaws, audit scheduling, and EMS transition. Board participation in audit requested.

Alcohol & Tobacco License Renewals and Operator's Licenses

Issues with incorrect forms were discussed. Staff to follow up with applicants.

Motion made by President Steger, seconded by Trustee Koenigs, to approve operator's licenses for Jedda Keller, Katie Krueger, Robin Qualmann, Kailey Gavin, and Julie Gorham. Motion carried, 7-0.

Public Works & Infrastructure

Updates on wastewater operations, hydrant project, road maintenance, and Highway 175 project were discussed.

Motion by Trustee Brandenburg, seconded by Trustee Haak, to have Town & Country Construction replace the valve and hydrant on Highlander Avenue and Forest Street. All were in favor.

Public Works Hiring

Interviews ongoing; some candidates disqualified after background checks.

Parks

Parks updates included electrical improvements and concerns about ground bees.

Finance & Budget

Motion by President Steger, seconded by Trustee Haak, approving March 2026 bills in the amount of \$122,930.66 and wages in the amount of \$20,611.76. Motion carried, 7-0.

Motion by Trustee Haak, seconded by Trustee Krapfl, approving the March 2026 Budget to Actual Report. All were in favor.

Motion by President Steger, seconded by Trustee Brandenburg, approving the March 2026 Treasurer's Report. All were in favor.

Brief discussion took place on the black dirt pile.

6. Closed Session

Motion made by Trustee Brandenburg, seconded by Trustee Krapfl, to convene into closed session at 8:24 pm pursuant to Wis. Stat. §19.85(1)(g) Conferring with legal counsel. Roll call vote taken and all were in favor.

7. Return to Open Session

Motion made by Trustee Haak, seconded by Trustee Billings, to return to open session at 8:59 pm. Motion carried, 7-0.

8. Adjournment

President Steger declared the meeting adjourned at 9 pm.

Respectfully submitted,

Becky Tellier, WCPC, MMC
Clerk-Treasurer