

VILLAGE OF THERESA

REGULAR VILLAGE BOARD MEETING MINUTES

Monday, May 18, 2026

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

The Pledge of Allegiance was recited.

Roll Call

Trustees Present: Steger, Brandenburg, Polster, Haak, Billings, Bodden, Krapfl

Trustees Absent: None

Also Present: Chief Markus, Clerk-Treasurer Tellier, Public Works Director Jacobitz

The Open Meetings Law statement was acknowledged, and proper notice of the meeting was confirmed. The agenda was posted at Village Hall and on the Village website on May 13, 2026.

Motion by Bodden, second by Haak, to approve the meeting minutes as presented.

Motion carried unanimously.

The Board discussed the proposed partnership with the TAG Center. Discussion included:

- What benefit the partnership would provide to the Village
- Showing support and willingness to assist the TAG Center
- Whether non-resident pricing should be eliminated in favor of a flat fee structure for all users

No action was taken.

Clerk-Treasurer Tellier reported that the recycling grant application was submitted and the Village expects to receive approximately \$3,313 by June 1.

President's Report

President Steger shared the following:

- Appreciation was expressed by the Musack family for their thanks regarding the plant sent in memory of Gerald Musack.
- On behalf of the Village Board and residents, appreciation was extended to Sandra Koenigs for her three terms of service on the Board.
- Appreciation was also extended to Trustee Haak for 2.5 terms of service and to David Brandenburg for eight terms of dedicated service and commitment to the Village.
- Congratulations were extended to Jim Polster on his re-election after serving four terms on the Village Board.

The Board discussed sidewalks and crosswalks associated with the Highway 175 project. Discussion included:

- Possible sidewalk installation requirements near Dollar General to allow for a crosswalk
 - Existing crosswalks that currently connect to driveways instead of sidewalks. Planned corrections to those issues during the 2027 project work
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Public Safety Committee Report by Chair Haak

The Police Department report was reviewed. Chief Markus noted that calls for service were down due to April weather conditions.

Chief Markus and Clerk-Treasurer Tellier also answered remaining questions related to the code recodification project, and the Village is awaiting further response from General Code.

Final EMR training and sign-offs to be completed by Mayville EMS for the police department officers.

The Fire Commission report was reviewed.

- Chris Giese resigned from the Fire Commission.
- An internal audit was completed; however, tracking was difficult due to the previous check issuance process utilized by the Commission.

No report was provided by the Fire Department.

Kevin Baerwald provided the Ambulance Committee report. Discussion included:

- Remaining collections activity
- Rent being paid through May
- Closing the post office box and utility accounts
- Access needed to the ambulance computer prior to storage at the Town
- Outstanding collections likely remaining unpaid
- Maintaining a small balance in the checking account until the Commission determines disposition of remaining funds

Motion by Trustee Haak, second by Trustee Krapfl approving the Operator Licenses for Beth Trott and Pamela Pautz. Motion carried, 7-0.

Motion by Trustee Haak, seconded by President Steger, approving the temporary beer licenses for the Theresa Legion Post. All were in favor.

Public Works Committee Report by Trustee Billings

- MCO is now onsite only on Mondays for approximately three to four hours. Lucas continues to submit monthly and annual reporting requirements.

- The DNR completed a water utility walkthrough of the Village wells and made recommendations, including: Maintaining only one operational well and eliminating bulk water sales after hours because the DNR advised that only Village employees should work on the water system.
- Brien Soto worked during the past week and has been completing assigned tasks successfully. The Village will wait to place him on-call until he becomes more familiar with operations.
- Sump pump discharge water flowing across sidewalks was discussed on Valley, Sycamore, Birchwood, and Milwaukee Streets.
- The Board discussed drainage concerns on McArthur Road. Grass and sod near the ditch and catch basin may need to be cut back to allow proper drainage flow. Public Works will do the work.
- The DOT is expected to send project plans out for bid in the fall. The Village expects to learn by July or August whether it will receive CDBG funding. Discussion also included:
 - Flashing crosswalk lights near Depot Road and Highway 175
 - Crosswalk lighting near Confections and the school
 - Estimated state cost of approximately \$20,000 per light installation
 - Permit approval requirements by the State
 - Possibility of installing crosswalk lighting after completion of the Highway 175 project

Motion by Trustee Brandenburg, second by Trustee Bodden, to proceed with the bids from Aubrey Electric, \$1,918.00, for running service to the picnic table (that will be repaired by Public Works) at River's Edge Park and to update the electric service at the Village Garage, \$3,959.00. Motion carried unanimously. This will be Phase 1 of the project at River's Edge Park. Phase 2 will be to possibly run electric service to the park pavilions in the future.

Motion by Trustee Billings, second by Trustee Brandenburg, approving the bid from Scott Construction, Inc. Option 1 to double chip seal Wisconsin Street and McArthur Road for \$93,718.00. Motion carried unanimously.

The Parks Committee Chair Krapfl reported:

- Bee mitigation efforts currently underway
- Plans to till sand at River Edge Park in the sandbox, volleyball court, and horseshoe pits
- Park usage during community events
- Possible repair or replacement options for the gazebo deck
- Painting and staining improvements for the gazebo
- Reminder that the parks on Willow and Highlander were required as "green space" under the developer's agreement
- Ordering directional signage for Village parks will take place in the future
- Creating a contest to name the park across from the dam
- Establishing a "Theresa Parks" Instagram account to promote park use and local businesses
- Repair or reconstruction needs for the River Edge Park pier

The Finance and Personnel Committee Chair Bodden reported:

- Appreciation for virtual approval to issue the RFP for audit services and annual PSC report assistance
- Budget-to-actual notes for unbudgeted items paid during the year
- Fuel surcharge increases being charged by Harters

Motion by Trustee Haak, second by Trustee Billings, approving payment of April bills totaling \$108,120.11 and payroll totaling \$34,251.82. Motion carried unanimously.

Motion by Trustee Haak, second by Trustee Brandenburg, approving the Budget-to-Actual Report for April. All were in favor.

Motion by President Steger, second by Trustee Haak, approving the April Treasurer's Report. All were in favor.

Motion by Trustee Brandenburg, second by Trustee Krapfl, approving the revision to the Employee Policy and Procedure Manual that the Village will pay basic and supplemental premiums for life insurance for all **eligible** employees **enrolled in the Wisconsin Retirement System**. Motion carried, 7-0.

Announcements were read by President Steger.

Trustee Bodden read the passage of Wisconsin State Statute section 19.85 (1) (g) and made the motion to convene into Closed Session at 8:10 pm, second by Trustee Haak. Roll call vote was taken and all were in favor.

Motion to return to Open Session at 8:52 pm made by Trustee Bodden and second by Trustee Haak. All were in favor.

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

Respectfully submitted,

Becky Tellier, MMC, WCPC
Clerk-Treasurer