

Public Safety Committee Minutes

June 15 , 2026 6:30pm

Attendance: Trustee Haak and Trustee Bodden. Absent Trustee Krapfl

Notable attendees: Chief Markus

1. The meeting was called to order at 6:30pm.
2. **Motion made by Haak, Seconded by Bodden to approve June 15, 2026 Public Safety Committee Minutes. Motion carried.**
3. Re-Codification Update- All questions have been answered by Becky and Chief. The firm will now go through all of our answers and will let us know the next steps
4. Police Dept Report- See packet
 1. Weed letters sent out again
 2. E-bike regulations- We have nothing on the books now but re-codification might address any issues
 3. A resident was inquiring about a block party permit. Chief and Becky just need a date and time to coordinate.
5. Fire Commission Report- Carrie Iskin was present and there were no questions about the March 31st minutes.
6. Fire Department Report- 46 Calls years to date
7. Ambulance Committee Report- There is a meeting this Thursday (6-18-2026) at the Fire Station
8. Mayville EMS Report- See packet
9. **Motion made by Haak to approve Alcohol and Tabacco Licenses for the term July 2026-June 2027- See names in Packet. Seconded by Bodden. Motion Carried**
10. **Motion by Haak, seconded by Bodden to approve Operator Licenses (see names in packet) for the term July 2026-June 2027. Motion Carried**
11. 5k run update- we are looking at putting up physical barriers because there are two events in town that day. The 5k run will have the same route as last year.
12. No License or Permit requests
13. Future Agenda Items-
 - Fire Department request for Portable and Mobile Radio Replacements
 - Fire Commission Bylaws
 - Re-Codification
 - Update on Firetruck
 - Street closure (175) update for 2027
 - 175 Speed Limit update
14. **Motion to adjourn at 6:51pm by Trustee Bodden, seconded by Trustee Haak. Motion Carried.**

Respectfully submitted by Chair Haak



Theresa Police Department Monthly Report

July 2026

Incidents: June 2026

INCIDENTS	Theresa PD	Sheriff's Office	Notes
Accident PDO / Deer	1		
Alarm	1	1	
Assist motorist			
Assist Agency	1	2	
Animal	1	1	
Bar Check	2		
Building/Park Checks	138	3	
Child Custody			
Civil Matter		1	
Drugs	1		
DPW	4		
Disorderly cond	1	1	
Emerg Detention			
EMS Request	1		
Family trouble			
Fire alarm			
Fraud	1		
Found Item	4		
Hangup	1	3	
Harassment			
Hit and Run			
Intoxicated Person			
Lockout			
Miscellaneous	5	3	
Mutual Aid			
Neighbor Dispute			
Noise Complaint			
Ordinance Viol	20		
Open records	5		
Parking	3		
Search warrant	1		
Sex Offense			
Suspicious	1	1	
Violate RO			
Theft			
Theft of vehicle			
Traffic assign/direct	7		



Theresa Police Department Monthly Report

July 2026

Traffic Complaint		1	
Traffic Stop	24		
Violate RO			
Vandalism			
Walk & Talk/Foot Patrol	41		
Welfare Check	2	3	
Total	266	15	

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

Note state system error reason for unk citations

Administrative Activities:

1. The following tasks have been completed in the month:
 - a. Completed monthly reports for the state and Village
 - b. Evaluate operation, procedures and new policies
 - c. EMS completed
 - d. Training completed for the year
2. The following tasks are in Progress:
 - a. Review of village incidents and approval of reports.
 - b. Ordering Camera System Trial

Next projects:

- A. Future of the plans of Police Department building.
- B. Speed limits & School Zone on Milwaukee Ave



102 Mill Pl | Mayville, WI | 53050
Station: (920)387.7989
Fax: (920)212.1282
mayvilleems@mayvillecity.com

June 2026 EMS Report – Village of Theresa

Mayville EMS responded to 10 calls within the Village of Theresa during June 2026, bringing the year-to-date total to 55 calls.

We are pleased to report that Officer James and Officer Seis have successfully completed their training and are now licensed Emergency Medical Responders (EMRs). We will continue to provide ongoing training and support to all the officers as they gain experience in their new roles.

Our service continues to grow. We have hired a new Advanced EMT (AEMT) who will begin at the end of July, and one of our members has successfully upgraded their certification to EMT. We will also be interviewing an additional EMT candidate later this month.

We recently completed another EMT class, and we are proud to announce that all students successfully passed the course. Our instructors are now preparing for the next EMT/AEMT cohort, which is scheduled to begin at the end of August.

Mayville EMS will be participating in the Village of Theresa's National Night Out on August 11, where we look forward to engaging with community members and promoting EMS awareness.

By the end of the month, we expect to place our newly acquired Chevrolet Tahoe into service. The vehicle will serve not only as a first responder vehicle, replacing the Ford Explorer, but also as an Incident Command Vehicle for critical incidents and large-scale emergency responses. This addition will enhance our ability to respond efficiently, improve on-scene coordination, and continue providing high-quality emergency medical services throughout our service area.

As always, we appreciate the Village of Theresa's continued partnership and support. We remain committed to providing exceptional emergency medical services to your residents.

Respectfully submitted,

Julie Staffin
Director
Mayville EMS

Director: Julie Staffin Deputy Director: Devin Sellnow
Training Officer: Roy Smalley Secretary: Kathy Matuszewski

Public Works Committee Minutes

June 15, 2026, 6:30

Attendance: Trustees Brandenburg, Billings, Polster,

Notable Attendees: President Steger, DPW Director Jason Jacobitz,

1. Meeting was called to order at 6:30 pm
2. Motion by Brandenburg, Second by Billings to approve the minutes from April 20, 2026 Meeting as presented. Motion Carried.
3. Discussed 2025 CMAR (Compliance Maintenance Annual Report). Motion by Brandenburg, Second by Billings to approve the report. Motion Carried
4. Discussed daily DPW operations and work by MCO.
5. Discussed bulk water sales. Motion by Brandenburg, Second by Polster to spend up to \$1,500 on a meter to track water sales and use well # 2 whenever possible. Motion Carried.
6. Discussed sump pump water crossing sidewalks.
7. Discussed the purchase and installation of a generator for well number 1. It was decided the planning and bidding process be started over.
8. Discussed a fuel reimbursement to Adelmeyer Farms for hauling loads from Rivers Edge Park. Motion by Polster, second by Brandenburg to pay \$500 fuel reimbursement. Motion Carried
9. Update on 2027 Highway Milwaukee Street Construction Project. Discussed the best place for 3 handicap parking spots.
10. Future agenda items included:
 - a. Generator for well 1
 - b. Public Works Garage Electrical and Plumbing

Motion by Brandenburg, Second by Billings to adjourn at 6:59pm.



Meeting notes

From DPW Director <DPWDirector@villageoftheresawi.gov>

Date Wed 7/15/2026 6:50 AM

To C T <ct@villageoftheresawi.gov>

Water

Well house #1, we have done a bunch of maintenance to the outside of the building. Mortared any cracks, painted the block, trim and doors to match the Village Hall. Then installed new gutter and downspout.

I'm working on finding an Electrician that we can work with to start over with pricing out a generator for Well #1

Wastewater

Plant is running well.

Adelmeyer is great to work with. Comes in the timespan that we need sludge hauled

Public Works

Brush pile down at the dump was cleaned up on July 14th. Trying to clean up as much there to open things up.

We continue to trim trees along the terrace.

Catching up on maintenance of shop equipment and the inside of the building.

VILLAGE OF THERESA
REGULAR VILLAGE BOARD MEETING MINUTES
Monday, June 15, 2026

The meeting was called to order by President Steger at 7 pm and the Pledge of Allegiance was recited. Roll call was taken and a quorum was present (absent: Krapfl). Clerk-Treasurer Tellier reported that notice of the meeting was posted in accordance with the Open Meetings Law on June 10, 2026.

Motion by Trustee Haak, second by Trustee Bodden, approving the minutes from May 18, 2026. Motion carried, 6-0.

Motion by Trustee Brandenburg, second by Trustee Bodden, approving Resolution 2026-09: Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing for Safe Drinking Water Loan Program. All were in favor, 6-0.

Motion by Trustee Bodden, second by Trustee Brandenburg, approving Resolution 2026-10: Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing for the Clean Water Loan Program. All were in favor, 6-0.

Motion by Trustee Brandenburg, second by Trustee Haak, approving the Professional Services agreement for funding administration provided by Kunkel Engineering Group for the Milwaukee St/HWY 175 Reconstruction Project. All were in favor, 6-0.

Motion by Trustee Brandenburg, second by Trustee Bodden, approving the Engineering Services agreement for engineering services provided by JE Arthur and Associates for the Milwaukee St/HWY 175 Reconstruction Project. All were in favor, 6-0. It was requested that in the section for Construction Staking "water" main be added.

Motion by Trustee Haak, second by Trustee Brandenburg, approving the electrical quote for work to be completed by Aubrey Electric Inc. requested by the Theresa Historical Society for the upper level of the Village Garage in the amount of \$7638.00. Motion carried, 5-0 (abstain Polster).

Library Board Report – President Steger explained that the library did not receive generator power during last week's outage. Upon investigation, it was determined that a breaker in the Village's main electrical panel had been turned off. The electrician who removed the library sign had not restored power to the breaker. Once the breaker was turned back on, generator power was restored to the library.

Public Safety Report by Chair Haak

Police Department Report – Weed notices provide property owners with a specified timeframe to address violations. If the work is not completed, or a valid reason is not provided within the allotted time, a citation may be issued. Following the initial notice, the Village may proceed with corrective action if necessary. Officers monitor grass and weed conditions during patrols and issue notices when warranted. No complaints regarding grass or weed violations have been filed with the Police Department this year.

Fire Commission Report

Fire Commission Bylaws (amended March 31, 2026, by the Fire Commission)

Discussion took place regarding the official name of the Fire Department. Scott Bernhard indicated he would research the appropriate legal name. Suggested revisions to the bylaws should be submitted to Karrie Isken.

Fire Department Report

- 46 calls year-to-date; unknown how many calls were in the Village
- Will provide update on possible fire truck purchase for July's meeting

Ambulance Committee Report – meeting June 18, 6:30 pm

Mayville EMS Report – Mayville EMS reported an average response time of 8–10 minutes, which is within contractual requirements.

Motion by Steger, second by Billings, approving the Retail Alcohol and Tobacco Licenses for the Term July 2026-June 2027. Motion carried, 5-0 (abstain Polster).

Motion by Billings, second by Bodden, approving the Operator Licenses for the Term July 2026-June 2027. Motion carried, 5-0 (abstain Polster).

Update on 5K Run-Walk/Augtoberfest

- Looking for concrete barriers

Public Works Committee by Chair Steger

- Motion by Brandenburg, second by Haak, approving Resolution 2026-08: 2025 Compliance Maintenance Annual Report (CMAR). Motion carried, 6-0. The plant is operating great.
- MCO is now coming in just 1-day per week for 3-5 hours. New employees are working out great.
- Bulk Water Sales discussion
 - Motion by Brandenburg, second by Bodden, to continue bulk water sales to use Well 2 and purchase a meter so we are able to charge for exact gallons and Public Works will need to unlock the door and provide the hose. Motion carried, 6-0. This will eliminate issues from hydrants.
- Sump Pump Water across sidewalks
 - The water and hoses create an ice hazard and cause physical damage to the sidewalk.
- Generator for Well 1
 - Jason will get a quote. The old generator did work last week when needed.
- Fuel Reimbursement for Adelmeyer Farms-hauled leaves and compost from River's Edge Park and spread on our fields by the WWTP before they planted them; we do need the woodchip pile ground and possibly hauled away this summer
 - Motion by Trustee Polster, second by Trustee Bodden, to issue \$500 to Adelmeyer Farms for hauling leaves and compost from River's Edge Park. All in favor, 6-0.
- 2027 Highway 175/Milwaukee St Update

Finance/Personnel Committee Report Chair Bodden

- a. Motion by Haak, second by Polster, approving May bills in the amount of \$110,490.13 and wages in the amount of \$22,843.85. Motion carried, 6-0.
- b. Motion by Brandenburg, second by Haak, approving the May Budget to Actual Report. Motion carried, 6-0.
- c. Motion by Brandenburg, second by Steger, approving the May Treasurer's Report. Motion carried, 6-0.

Motion by Haak, second by Brandenburg, to convene in Closed Session pursuant to Wis. Stat. § 19.85(1)(g), conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

Roll Call Vote:

Brandenburg – Aye
Polster – Aye
Billings – Aye
Haak – Aye
Bodden – Aye
Steger – Aye

Motion carried, 6-0.

Motion by Steger, second by Haak, to reconvene in Open Session at 9:17 p.m. Motion carried, 6-0.

President Steger declared the meeting adjourned at 9:17 pm.

Respectfully submitted,

Becky Tellier, WCPC, MMC
Village Clerk-Treasurer

VILLAGE OF THERESA
RESOLUTION NO. 2026-11: A Resolution to Carry Forward Unexpended 2025
Budget Appropriations into the 2026 Budget

WHEREAS, the Village Board of the Village of Theresa adopted a budget for the fiscal year ending December 31, 2025; and

WHEREAS, certain appropriated funds budgeted in 2025 were not expended during the fiscal year but remain necessary for projects and expenditures planned in 2026; and

WHEREAS, the Village Board finds it to be in the best interest of the Village to carry forward these unexpended budget appropriations to ensure the completion of planned activities and projects.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Theresa, Dodge County, Wisconsin, that the following unexpended 2025 budget appropriations are hereby carried forward into the 2026 budget:

1. Law Enforcement

- Unexpended 2025 budget appropriation: \$22,972
- To be carried forward and appropriated to General Ledger Account 100-521000-340.

2. Storm Sewer Maintenance

- Unexpended 2025 budget appropriation: \$8,000
- To be carried forward and appropriated to General Ledger Account 100-534410-340.

BE IT FURTHER RESOLVED that the 2026 General Fund Budget is hereby amended to increase appropriations by \$22,972 in General Ledger Account 100-521000-340 (Law Enforcement: Operational Supplies) and by \$8,000 in General Ledger Account 100-534410-340 (Storm Sewer Maintenance: Operational Supplies), for a total budget amendment of \$30,972.

BE IT FURTHER RESOLVED that these additional appropriations shall be funded from available General Fund balance resulting from unexpended 2025 budget appropriations, and the Clerk-Treasurer is authorized and directed to make all necessary accounting and budgetary adjustments to implement this resolution.

Adopted this ____ day of _____, 2026.

VILLAGE OF THERESA

Jody Steger, Village President

ATTEST:

Becky Tellier, WCPC, MMC
Clerk-Treasurer

Publication Date: July 30, 2026

VILLAGE OF THERESA

RESOLUTION NO. 2026-12

Resolution Authorizing the Issuance and Sale of a General Obligation Promissory Note in an Amount Not to Exceed \$140,000

WHEREAS, the Village Board of the Village of Theresa has determined that certain capital improvements are necessary to protect the public health, safety, and welfare of the Village and its residents; and

WHEREAS, the Village has identified the need to complete the following capital improvement projects during 2026:

- McArthur & Wisconsin Street Improvements;
- Security Camera Improvements for the Police Department, Department of Public Works, Village Hall, and REP facilities; and
- Electrical Improvements to the Department of Public Works facility; and

WHEREAS, the estimated total cost of these capital improvements is approximately \$163,562, with approximately \$25,331 available from Village funds, resulting in an estimated financing need of approximately \$138,231; and

WHEREAS, the Village Board finds that it is in the best interest of the Village to finance the remaining project costs through the issuance of a General Obligation Promissory Note.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Theresa, Dodge County, Wisconsin, as follows:

1. The Village Board authorizes the issuance and sale of a General Obligation Promissory Note in an amount not to exceed **One Hundred Forty Thousand Dollars (\$140,000)** for the purpose of financing the remaining costs associated with the 2026 capital improvement projects described herein.
2. The Village President and Village Clerk-Treasurer are authorized and directed to take all actions necessary to obtain financing, execute all loan documents, and complete all actions necessary to carry out the intent of this Resolution.
3. The final principal amount borrowed shall not exceed the amount authorized by this Resolution and may be reduced if additional Village funds become available or if final project costs are less than estimated.
4. The Village Clerk-Treasurer is authorized to work with financial institutions to complete the financing in accordance with Wisconsin Statutes.
5. This Resolution shall take effect immediately upon its adoption.

Adopted this ____ day of _____, 2026.

Signed:

Jody Steger, Village President

Attest:

Becky Tellier, Village Clerk-Treasurer

Publication Date: July 30, 2026

Category	Theresa Code Section	Fee / Service	Village of Theresa	Increase To
Administration	20-11	Special assessment letter	\$25	Becky
Administration	20-11	Special assessment letter – urgent	\$30	
Administration	—	Insufficient funds checks	\$60	Becky
Records	84-4F	Copies – black	\$0.50	
Records	84-4F	Copies – color	\$0.75	
Records	84-4F	Digital copies	Plus \$25	
Police Records	—	Police report or accident report – 8 pages or	\$2.00	Dan
Police Records	—	Police report – over 8 pages	\$0.25/page	Dan
Police Records	—	Audio or photo CD	\$5.00	Dan
Police Records	—	Video CD	\$10.00	Dan
Administration	96-9C	Conducting special meeting	\$460 + publication	Becky
Public Safety	104-11	Alarm systems	\$50	Dan
Animals	109-3A	Dog license – spayed/neutered	\$10	Becky
Animals	109-3A	Dog license – not spayed/neutered	\$15	Becky
Animals	109-3A	Dog license late fee	\$25	Becky
Animals	109-3B	Kennel license	\$100	Becky
Animals	109-3B	Kennel license – each dog after 4	\$10/dog	Becky
Animals	109-7C	Dog impoundment	\$50/day	Dan
Animals	109-7C	Vehicle impoundment	\$100/day	Dan
Animals	109-23	Chicken permit application	\$30	Becky/Dan
Industrial	122-6	Blasting/rock crushing permit	\$2,000/blasting period	?
Industrial	122-6	Gravel crushing operation under 30 days/year	\$2,000	?
Nuisance	127-1	Weed cutting – first 5 instances	\$100/hour; 1-hour minimum	Dan/Jason
Nuisance	127-1	Weed cutting – sixth and later instances	\$250/hour	Dan/Jason
Public Works	148-1C	Driveway permit	\$20	Jason
Public Works	148-3	Curb cutting permit	\$20	Jason
Erosion Control	155-8F	Major land-disturbing activity	\$300 + engineering	Jason
Erosion Control	155-8F	Minor land-disturbing activity without building	\$100	Jason
Erosion Control	155-8F	Minor land-disturbing activity with building	\$75	Jason
Erosion Control	155-11A(1)	Appeal/variance request	\$75 + associated costs	Becky
Erosion Control	155-11A(2)	Citizen appeal	\$50 + 25 signatures	Becky
Public Safety	176-3	Fireworks permit	\$100	Dan
Alcohol	201-5	Class A fermented malt beverage	\$200	Becky
Alcohol	201-5	Class B fermented malt beverage	\$100 statutory maximum	Becky
Alcohol	201-5	Temporary Class B fermented malt beverage	\$15	Becky
Alcohol	201-5	Temporary Class B wine	\$15	Becky
Alcohol	201-5	Fermented malt beverage wholesaler	\$25	Becky
Alcohol	201-5	Class A intoxicating liquor	\$200	Becky
Alcohol	201-5	Class B intoxicating liquor	\$200	Becky
Alcohol	201-5	Class C wine	\$100	Becky
Alcohol	201-11	Transfer fee for license	\$100	Becky
Alcohol	201-20D	Operator license – one year	\$30 + background fee	Becky/Dan
Alcohol	201-20D	Provisional operator license	\$15	Becky
Alcohol	201-31	Beer garden permit	\$30	Becky/Dan

Dan can we increase this to match the golf cart permit amount

Statute max is \$100

statute min is \$50

statute max is \$15

Dan what is the average amount of time spent on background checks

Time for review of plan layout and issuing of permit

Mining	224-5	Nonmetallic mining – public hearing	\$2,000		Plus special meeting and publication fees	Becky
Events	245-7A	Parade permit	\$10			Dan
Parks	249-5	Use of Village park	\$10		No charge unless using electricity	Becky
Recreation	254-3F	Archery permit	\$25			Dan
Public Works	303-3C	Public sidewalk permit	\$50			Jason
Public Works	303-4	Street opening permit	\$100 + Village costs			Jason
Public Works	303-7C	Street privilege permit	\$500			Jason
Nuisance	303-8B	Snow/ice removal – first 5 instances	\$100/hour, 1-hour minimum			Dan/Jason
Nuisance	303-8B	Snow/ice removal – sixth and later instances	\$250/hour			Dan/Jason
Events	303-15	Street use permit	\$20; nonprofits free			Dan
Land Division	308-18B	Public site fee if land not dedicated	\$200/residential unit			?
Land Division	308-19E	Preliminary plat review	\$200			?
Land Division	308-19E	Preliminary plat – each lot over 6	\$3/lot			?
Land Division	308-19E	Preliminary plat reapplication	\$50			?
Land Division	308-19F	Final plat review	\$200			?
Land Division	308-19F	Final plat replication/reapplication	\$50			?
Land Division	308-19G	Certified survey application	\$100		\$250 plus special meeting fee and publication	Becky
Land Division	308-19G	Revised/amended certified survey	\$100		\$100 plus special meeting fee and publication	Becky
Licensing	316-2	Tobacco license	\$50		\$100	Becky
Licensing	321-4C	Transient merchant registration	\$20			Becky/Dan
Licensing	321-4D	Transient merchant daily license	\$35			Becky/Dan
Licensing	321-4D	Transient merchant annual license	\$100			Becky/Dan
Trees	325-8D	Remove tree in public area	\$100			Jason
Trees	325-9A(1)	Plant tree on public property	\$100			Jason
Vehicles	336-5	Annual golf cart permit	\$35			Dan
Parking	337-20C	All-night parking permit Nov. 1-Apr. 1	\$36			
Water	343-37	Private well operation permit	\$35			Jason
Zoning	350-29	PUD petition	\$500			?
Zoning	350-35	Conditional use permit	\$300		\$500	Becky
Zoning	350-57C	Sign permit	\$5			Dan
Zoning	350-79D	Signal receiving antenna permit	\$10			Dan
Zoning	350-81	Wind energy system application	\$100			?
Zoning	350-90	Zoning permit	\$480 + publication		\$250 plus special meeting fee and publication	Becky
Zoning	350-101B	Variance application	\$200		\$250 plus special meeting fee and publication	Becky
Mobile Homes	350-105	Mobile home park license	\$10/space		Statutory Minimum: \$25 per park (per 50 spaces or fraction thereof) Statutory Maximum: \$100 per park (per 50 spaces or fraction thereof)	
						Match to statute Wis. Stat. § 66.0435(3)(a)
Mobile Homes	350-107	Mobile home parking permit	\$25/unit		This is paid monthly to the park owner and calculated by our assessor's office	Match to statute Wis. Stat. § 66.0435(3)(c)

Village of Theresa
Clerk-Treasurer's Administrative Report
Meeting Month: July 2026
Prepared by: Becky Tellier, Clerk-Treasurer

Regular Monthly Duties

- Prepared agendas, packets, and minutes for Village Board and committee meetings.
 - Processed accounts payable and accounts receivable; coordinated check runs and electronic payments.
 - Processed payroll, payroll tax deposits, and benefit withholdings.
 - Completed routine bank deposits and continued work on monthly bank reconciliations.
 - Responded to resident, trustee, and staff inquiries by phone, email, and in person.
 - Processed utility payments and tracked delinquencies.
 - Maintained Village records, filing, and retention per statutory requirements.
 - Posted required public notices on the Village website, and outside Village Hall.
-

Projects & Notable Tasks – June

- **Bertram Communications**
 - The payment for the 2026 Water Tower Lease Agreement was received and processed June 29.
 - In late November, I will send them an invoice for the 2026 Consumer Price Index increase and the 2027 Water Tower Lease amount of \$4700
- **Provided Open Records Requests**
- **Utility Billing and Theresa Community Connect Users = 351** (Auto Pay = 154 accounts)
 - 92 second notices in June (May 76)
 - 44 door hangers (May 34)
 - 0 disconnections
- **Audit and PSC Annual Report**
 - Received 7 proposals for providing audit services:
 - Bauman Associates
 - Vesta
 - Johnson Block
 - Baker Tilly (current audit firm)
 - KerberRose
 - Lauterbach & Amen
 - CliftonLarsonAllen
- **Elections**
 - Kelly sent 42 absentee ballots June 24 for the August 11 election and reported returned ballots in WisVote
 - Update all forms that need to be posted on election day
 - In Person Absentee Voting (IPAV) July 28-August 7 by appointment

- **Department of Revenue**

- Filed Form SL-302M – Municipal Official Contact Info
- Filed Form SL-305 – Maintenance of Effort Report (Theresa Ambulance Service, Mayville EMS, Theresa Fire Department, Theresa Police Department) If this is not filed timely, Shared Revenue is reduced

- **Retailer's Licenses and Operator Licenses**

- Coordinated with licensed establishments to obtain all required documentation and ensure complete license applications.
- Prepared, issued, signed, and affixed the Village seal to original Retailer's and Operator's Licenses following approval and receipt of the required fees, and distributed the completed licenses to the applicants.

