

The following meeting was held at the Theresa Village Hall, 202 S. Milwaukee Street Theresa, Wisconsin

## **VILLAGE OF THERESA**

### **REGULAR VILLAGE BOARD MEETING MINUTES**

Monday April 1, 2019

*These minutes to be approved by the Village Board at the May 6, 2019 Regular Village Board Meeting*

**President Marsh called the Regular Monthly Board Meeting to order at 7:05pm** (following the Public Hearing / Special Meeting)

**Pledge of Allegiance was recited**

**Roll call was taken**

- Full board in attendance; Director of Public Works N. Bodden, Clerk – Treasurer P. Koll and Police Chief M. Simmons were also present.

**Citizen Comments:**

- None

**Consent Agenda:**

- **Motion by Tr. Steger** seconded by Tr. Palecek to approve the minutes from the March 4, 2019 Regular Village Board Meeting pending amendments to Citizen Comments and Public Safety Committee Report. Motion carried unanimously.
- Approve the issuance of an Operator's License(s):
  - **Motion by Tr. Marsh**, seconded by Tr. Palecek to approve the issuance of an Operator's License to Rebecca Knuth for Bear's Sports Bar & Grill and Colton Erickson for the Shell Station and to deny the issuance of an Operator's License to Purity Hale-Strystick for Bear's Sports Bar & Grill. Motion carried unanimously.

**New Business:**

- Due to the Village President's decision not to run for Re-Election, a plaque was presented to current Village President, George Marsh for his service to the Village of Theresa.
  - **Motion by Tr. Brandenburg**, seconded by Tr. Marsh to approve **Resolution 734-2019** – A Resolution Honoring George Marsh for His Contributions to the Village of Theresa. Motion carried unanimously.

**Unfinished Business:**

- **Motion by Tr. Palecek**, seconded by Tr. Brandenburg to approve amendments to Chapter 297 of the Village Code of Ordinances; 'Solid Waste'. Motion carried unanimously.

**Clerk-Treasurer Report**

Report by Clerk – Treasurer P. Koll

- Clerk – Treasurer Monthly Report was reviewed and discussed.
- Clerk provided an update on paperless meeting packets.
- Phone line issues in the Clerk's Office were discussed; Clerk will look into e-fax and alternative phone services.
- Due to a major wasp problem in the Clerk's Office the need for an exterminator was discussed.

**Miscellaneous Communications**

- Information from Grota Appraisals pertaining to commercial assessments was reviewed.
- Service provider information from Charter Communications was reviewed.
- Information pertaining to Volunteer Management During Emergencies was discussed.
- No future agenda items discussed at this time.

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### Village President Report:

Monthly Report by President G. Marsh

- Legislative updates were discussed.
- No future agenda items discussed at this time.

### Library Board Report:

Monthly Report by President G. Marsh

- Theresa Public Library Annual Report was discussed.

### Public Safety Committee Report:

Monthly Report by Tr. J. Marsh

- Monthly Police Department Report was reviewed and discussed.
- Operator's License(s) applications were discussed.
- Discussion took place regarding parking in municipal lot and other various parking related issues.
- Fire Department Report was reviewed.
- No future agenda items at this time.

### Public Works Committee:

Monthly Report by Tr. Steger

- Discussion took place regarding the treatment plant upgrade project – Brad Lake from Strand Engineering was in attendance to provide the members with a project and funding timeline.
  - **Motion by Tr. Marsh**, seconded by Tr. Palecek to approve The Bidding and Construction Phase Engineering Services Task Order for the Phosphorus Removal Modifications Project at the Wastewater Treatment Plant. Motion carried unanimously by roll call
  - Information from Ehler's pertaining to DNR/DOA loan closing timeline was briefly reviewed.
- Lateral televising results report from Visu – Sewer in connection with the invoice process was discussed; invoices will be sent out as presented to the committee.
- Village Board Spring Tour is scheduled for Thursday May 30<sup>th</sup> at 6:30pm.
- DPW invoices were discussed.
- Monthly DPW Report was discussed.
- No future agenda items at this time.

### Community Development Committee

Report by Chairman Tr. Steger

- None

### Parks Committee:

Monthly Report by, Tr. Palecek

- None

### Finance/Personnel Committee

Report by Tr. Brandenburg

- **Motion by Tr. Polster**, seconded by Tr. Palecek to approve payment of the bills in the amount of \$80,983.43 for the Village and \$25,525.55 for the Utility. Motion carried unanimously.
- Bank Reconciliations were reviewed.
- Revenues / Expenditures Report was reviewed.

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**Finance/Personnel Committee Continued:**

- **Motion by Tr. Koenigs**, seconded by Pres. Marsh to approve minutes from March 26, 2019 Finance/Personnel Committee Meeting. Motion carried unanimously.
- **Motion by Tr. Brandenburg**, seconded by Tr. Steger to approve the committee's recommendation to appoint the Finance/Personnel Committee Chairman to oversee open employee worker's compensation cases. Motion carried unanimously.
- Tr. Brandenburg provided an update on a procedure related to Police Department Citizen Complaint Procedure and procedure related to citizen complaints against a village employee; no official action taken at this time.
- Village of Theresa Social Media Guidelines were discussed and reviewed.
- Monthly Treasurer's Report was reviewed.
- No future agenda items discussed at this time.

**ANNOUNCEMENTS:**

***Spring Election*** – Tuesday April 2, 2019 at the Theresa Public Library  
290 Mayville Street - Polls Open 7am – 8pm

***Congratulations to Evangeline Koll*** on your 40-years of service to the Village of Theresa as an Election Official

***Bulk Pick-Up*** for Village Residents only – Tuesday April 16<sup>th</sup> – please place items on the curb in an orderly fashion and no earlier than the weekend before the Bulk Pick-Up date

***Parting Message from Village President George Marsh***

**Adjournment:**

- **Motion by Tr. Palecek**, seconded by Tr. Polster to adjourn the Monthly Board Meeting at 8:40pm. Motion carried unanimously.

Pamela Koll, CMC, WCMC, CMTW  
Village Clerk - Treasurer