

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 November 5, 2018

These minutes were approved by the Village Board at the December 3, 2018 Regular Village Board Meeting

President Marsh called the Regular Monthly Board Meeting to order at 7:00pm.

Pledge of Allegiance was recited

Roll call was taken

- Full board in attendance; Director of Public Works N. Bodden and Clerk – Treasurer P. Koll were also in attendance.

Citizen Comments:

- None

Special Appearance(s):

- None

Consent Agenda:

- **Motion by Tr. Steger**, seconded by Tr. Palecek to approve the minutes from October 1, 2018 Regular Board Meeting and the October 29, 2018 Special Village Board/Finance Committee Meeting of the Whole as presented. Motion carried unanimously.
- **Motion by Tr. Steger**, seconded by Tr. Palecek to approve the issuance of an Operator's License to Haleigh Coulter for Theresa Ultimart/Shell Station. Motion carried unanimously.

Clerk-Treasurer Report

Report by Clerk – Treasurer P. Koll

- Information from State of WI Dept. of Administration regarding Village of Kekoskee Cooperative Plan was briefly discussed.
- Village received insurance claim reimbursement for storm damage to tornado siren(s)
- Public Hearing to approve final budget is scheduled to take place on Monday December 3rd at 6:45pm.
- No future agenda items discussed at this time:

Village President Report (Discussed after the New Business section of the agenda):

Monthly Report by President G. Marsh

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

Library Board Report:

Monthly Report by President G. Marsh

- None

Public Safety Committee:

- Update on an employee's performance and related issues;

Motion by Tr. Marsh, seconded by Tr. Koenigs for the Public Safety Committee to enter into Closed Session. Committee Chairman J. Marsh took a roll call vote. Roll call vote: Tr. Koenigs – yes, Tr. Marsh and Palecek – yes.

Chairman J. Marsh read the reason for the Closed Session; Pursuant to State Statute 19.85(1)(c) the Village of Theresa Finance/Personnel Committee will be conducting a CLOSED SESSION "considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility".

- Herein Occurred the Closed Session - Individual employee wages, salaries and benefits were discussed.

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Public Safety Committee Continued:

The Public Safety Committee reconvened into Open Session at this time.

- Police Department Monthly Report was given by Chief Simmons
- On street parking regulations were not discussed at this time.
- Fire Department Report by Chief Stanke
- Future agenda items (Dec. 3, 2018 Reg. Monthly Mtg.)
 - On street parking

Public Works Committee:

Monthly Report by Tr. Steger

- Phosphorus compliance / treatment plant upgrade project was discussed; applications for financial assistance have been submitted.
- **Motion by Tr. Brandenburg**, seconded by Tr. Polster to approve a contract from Kin-X Construction, Inc for 2018/2019 snow removal services. Motion carried unanimously - show of hands vote taken.
- Sewer lateral lining and televising to begin in section one within the next few weeks; letters will be sent to property owners within the designated area.
- **Motion by Tr. Brandenburg**, seconded by Tr. Koenigs to get a layout and cost proposal from WE Energies for LED streetlights on Milwaukee Street and Mayville Street. Motion carried - (2-No Votes -Tr. J. Marsh & Tr. Palecek).
- Driveway at 337 Menomonee Street was discussed; DPW to work with property owner in an attempt to alleviate current issues.
- DPW will begin obtaining prices for new pick-up truck (for the utility).
- Monthly DPW Report was reviewed.
- Future agenda item (Dec. 3, 2018 Reg. Monthly Mtg.):
 - Sewer lining and televising project update

Ambulance Committee Report

- None

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. Palecek**, seconded by Tr. Marsh to approve payment of the bills in the amount of \$69,311.94 for the Village and \$48,330.29 for the Utility. Motion carried unanimously.
- Monthly Treasurer's Report was reviewed.
- Bank Reconciliations were reviewed.
- Revenue/Expenditures Report was reviewed.
- **Motion by Tr. Brandenburg**, seconded by Tr. Steger to approve the amendment to Village Policy & Procedure Manual related to Group Health Insurance/Medicare Reimbursement Policy; specifically pertaining to spouses of employees. Motion carried unanimously.
- **Motion by Tr. Brandenburg**, seconded by Tr. Steger to approve the implementation of GASB auditing standards and combining audit reports; per recommendation from municipal auditors. Motion carried unanimously.
- **Motion by Tr. Koenigs**, seconded by Pres. Marsh to approve minutes from the October 15, 2018 Finance Personnel Committee Meeting. Motion carried unanimously.
- No future agenda items discussed at this time.

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Unfinished Business

- None

New Business:

- Information from MPIC regarding altered terms for property insurance was briefly discussed; no action taken or necessary.
- Update on an employee's performance and related issues;

At 7:45pm - Motion by Tr. Steger, seconded by Tr. Polster for the Village Board to enter into Closed Session. A unanimous roll call vote was taken. Police Chief M. Simmons was allowed to attend a portion of the Closed Session.

Pres. Marsh read the reason for the Closed Session; Pursuant to State Statute 19.85(1)(c) the Village of Theresa Finance/Personnel Committee will be conducting a CLOSED SESSION "considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility".

- Herein Occurred the Closed Session - Individual employee wages, salaries and benefits were discussed.

The Village Board reconvened into Open Session at this time

- **Motion by Tr. Palecek**, seconded by Tr. Polster to start fulltime police officer position at step 2 on the current wage scale with a committee review to take place in six (6) months. Motion carried - (1-No Vote; Tr. Koenigs).

Announcements:

***General Election – Tuesday November 6th
Vote at the Theresa Public Library – 290 Mayville Street
Polls Open 7am – 8pm***

Adjournment:

- **Motion by Tr. Palecek**, seconded by Tr. Steger to adjourn the Monthly Board Meeting. Motion carried.

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