

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 January 8, 2018

These minutes to be approved by the Village Board at the February 5, 2018 Regular Village Board Meeting

President Marsh called the Regular Monthly Board Meeting to order at 7:04pm. The following Board Members were present: Tr. Polster, Tr. Palecek (arrived late), Tr. Koenigs, and Tr. Brandenburg. Tr. Steger was excused and Tr. Marsh was absent. Director of Public Works N. Bodden was in attendance for a portion of the meeting. Due to the excused absence of the Clerk-Treasurer, meeting minutes were taken by Tr. Brandenburg.

Pledge of Allegiance was recited

Roll call was taken

Citizen Comments:

- None

Special Appearance(s):

- None

Consent Agenda:

- **Motion by Tr. Koenigs**, seconded by Tr. Palecek to approve the minutes from the December 4, 2017 Regular Village Board Meeting as presented. Motion carried unanimously.

Clerk-Treasurer Report

Monthly Report by, Clerk – Treasurer P. Koll

- Annual Disclosure from Ehlers and Assoc. was reviewed.
- No discussion took place at this time pertaining to tax collection.
- Information from MPIC regarding Altered Terms for Property Insurance Renewal was reviewed.
- Village Audit and Utility Audit scheduled to take place on January 29th.
- ICS-300 course being offered in Dodge County.
- Yearly report from Grota Appraisals was reviewed
- Future agenda items:
 - Property tax collection

Village President Report:

Monthly Report by President Marsh

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

Library Board Report:

Monthly Report by, President Marsh

- None

Public Safety Committee:

Monthly Report by Tr. Koenigs (T. J. Marsh absent)

- Police Department Activity Report was reviewed
- The Committee briefly discussed the creation of a policy/procedure related to the continuation of department operations during the absence of a department head.
- Future agenda item(s)
 - Discuss creating a policy and procedure pertaining to the continuation of department operations during the absence of a department head.

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Public Works Committee:

Monthly Report by, Tr. Steger

- Update on village street lights – waiting for WE Energies to replace 2 light fixtures as a test.
- Sewer deregulation process in relation to accounting procedures to be discussed at a later date.
- Brief discussion took place regarding the possibility of approving, the amendment(s) to Village Code of Ordinance Section 280-14 “Sewer Lateral Inspection Requirements” for publication.
- The creation of a policy/procedure related to the continuation of department operations during the absence of a department head was briefly discussed.
- No information available at this time regarding possible grants available to municipalities – minimize flood damage.
- Replacement of John Deere mower was briefly discussed.
- No discussion regarding updates to Wastewater Treatment Plant at this time.
- Monthly DPW Report
- Future agenda items:
 - Sewer deregulation process in relation to accounting procedures.
 - Discuss and possibly approve for publication the amendment(s) to Village Code Ordinance Section 280-14 “Sewer Lateral Inspections Requirements”
 - Discuss creating a policy and procedure pertaining to the continuation of department operations during the absence of a department head.
 - Discuss replacement of John Deere mower
 - Discuss street lights
 - Discuss Trimming trees on Highlander Blvd.
 - Discuss process for reporting watermain breaks

Ambulance Committee Report

- Minutes from the November 29, 2017 Ambulance Committee Meeting were reviewed.

Community Development Committee

Report given Chairman Tr. Steger

- Tentative Community Development Committee Meeting scheduled for 6:30pm on Monday January 15th to discuss new municipal building options.

Parks Committee:

Monthly Report given by, Tr. Palecek

- None

Finance/Personnel Committee:

Report by Tr. Brandenburg

- **Motion by Tr. Palecek** seconded by Tr. Polster to approve payment of the bills in the amount of: \$649,687.98 for the Village and \$10,547.29 for the Utility. Motion carried unanimously.
- Monthly Treasurer’s Report was reviewed.
- Bank Reconciliation Report was reviewed.
- Summary of Revenues / Expenditures Compared to Budget Report was reviewed.
- Future agenda item(s):
 - Discuss creating a policy and procedure pertaining to the continuation of department operations during the absence of a department head.

Unfinished Business:

- None

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New Business:

- Further discussion to take place at the Feb. 5, 2018 Reg. Village Board Meeting regarding the possibility of approving the amendment to Advanced Disposal Solid Waste and Recycling Contract regarding changing over to larger, enclosed recycling bins and automated recycling pick up.
- Further discussion to take place at the Feb. 5, 2018 Reg. Village Board Meeting regarding the possibility of approving some form of an assessment revaluation in relation to a notice of non-compliance for commercial properties.

Announcements:

- None

Adjournment:

- **Motion by Tr. Palecek**, seconded by Tr. Koenigs to adjourn the meeting at 7:57pm. Motion carried unanimously.

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

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