

The Theresa Town Board held a regular meeting December 10, 2025 at 6:00 p.m. in the Town Office at 215 Riverside Ave. and the following were present:

Steven Marcinkowski	Supervisor
Timothy Busler	Councilman
Jamie Papin	Councilman
Kristopher Ryder	Councilman
Lynn Brown	Councilwoman
Vickie Karg	Town Clerk
Mark Savage-absent	Highway Superintendent

Others present: Rachel Robert, Jim Burrows

The meeting was called to order by Supervisor Marcinkowski at 6:01 p.m.

Reports received and placed on file:

Town Clerk's & Building & Zoning November 2025 report
Transfer Site November 2025 report
Supervisor's October & November 2025 report
Judge Robert's November 2025 report
Judge Oblender's September & October 2025 report

Res. # 82

Motion by: Lynn Brown
Seconded by: Kristopher Ryder

Resolved, that the minutes of November 5, 2025 be accepted as read.

VOTE: Steven Marcinkowski- aye, Timothy Busler- aye, Jamie Papin- aye, Kristopher Ryder- aye,
Lynn Brown- aye Motion carried.

Res. # 83

Motion by: Steven Marcinkowski
Seconded by: Timothy Busler

Resolved, that the following bills be paid:

Voucher # 552-556,558-568,570-598 **Total \$ 83,380.74**

General	\$ 19,023.03
General O/S	\$ 2,381.80
Highway	\$ 61,608.62
Highway O/S	\$ 367.29

VOTE: Steven Marcinkowski- aye, Timothy Busler- aye, Jamie Papin- aye, Kristopher Ryder- aye,
Lynn Brown- aye Motion carried.

Res. # 84

Motion by: Lynn Brown
Seconded by: Jamie Papin

Resolved, that the Town Board authorizes the Supervisor to transfer **\$4,931.18** from the General Fund Appropriation Contingency Account, A1990.4 to the following General Fund Appropriation Accounts:

- A-1420.4 – Attorney, Contractual Account **\$1,841.50**
- A-1620.4 – Building Contractual Account **\$3,000.00**
- A-4020.4 – Registrar, Contractual Account **\$70.00**
- A-8810.1 – Cemetery, Personal Service **\$19.68**

VOTE: Steven Marcinkowski- aye, Timothy Busler- aye, Jamie Papin- aye, Kristopher Ryder- aye,
Lynn Brown- aye Motion carried.

Theresa Town Board meeting December 10, 2025 cont'd

Res. # 85

Motion by: Kristopher Ryder
Seconded by: Timothy Busler

Resolved, that the Town Board authorizes the Supervisor to transfer \$200.00 from the General O/S Fund Appropriation Zoning, Contractual Account, B8010.4 to the General O/S Fund Appropriation Safety, Contractual Account, B3620.4.

VOTE: Steven Marcinkowski- aye, Timothy Busler- aye, Jamie Papin- aye, Kristopher Ryder- aye,
Lynn Brown- aye Motion carried.

Res. # 86

Motion by: Steven Marcinkowski
Seconded by: Jamie Papin

WHEREAS, The Town of Theresa purchased a new 2025 Caterpillar brush head from Southworth-Milton Inc. for \$32,586.90 and be it

Resolved, that the Town Board authorizes the Supervisor to transfer \$24,026.14 from Highway Fund Appropriation Contingent Retirement, Contractual Account, DA1990.4 to Highway Fund Appropriation Machinery, Equipment, DA5130.2 AND \$8,560.76 from Snow Removal, Contractual, DA5142.4 to Highway Fund Appropriation Machinery, Equipment, DA5130.2.

VOTE: Steven Marcinkowski- aye, Timothy Busler- aye, Jamie Papin- aye, Kristopher Ryder- aye,
Lynn Brown- aye Motion carried.

Res. # 87

Motion by: Timothy Busler
Seconded by: Lynn Brown

Resolved, that the Town Board re-appoint Vickie Karg, for a two-year term, as Town and Village Registrar effective January 1, 2026.

VOTE: Steven Marcinkowski- aye, Timothy Busler- aye, Jamie Papin- aye, Kristopher Ryder- aye,
Lynn Brown- aye Motion carried.

Res. # 88

Motion by: Timothy Busler
Seconded by: Lynn Brown

Resolved, that the Town Board re-appoint Kim Delles, for a two-year term, as the Deputy Town and Village Registrar effective January 1, 2026.

VOTE: Steven Marcinkowski- aye, Timothy Busler- aye, Jamie Papin- aye, Kristopher Ryder- aye,
Lynn Brown- aye Motion carried.

Discussion:

Mail, email, or correspondence:

- IRAS dropped off packet for the Town Board.
 - Supervisor Marcinkowski asked the Town Clerk to scan and email a copy to the Board to review and will go over in the next meeting as it was dropped off the day of the meeting.

Theresa Town Board meeting December 10, 2025 cont'd

Board of Assessment Review- two openings

- Re-appoint Daren Morgan
 - Daren would like to do one more term.
 - Supervisor Marcinkowski states that Rachel Roberts shows interest in the Review Board. Appoint Rachel Roberts for one spot.

Res. # 89

Motion by: Steven Marcinkowski

Seconded by: Timothy Busler

Resolved, that the Town Board appoints Rachel Roberts to the Board of Assessment Review for a term of 5-years effective January 1st, 2026.

VOTE: Steven Marcinkowski- aye, Timothy Busler- aye, Jamie Papin- aye, Kristopher Ryder- aye, Lynn Brown- aye
Motion carried.

Update of Park & Rec.:

- Use of Facilities- ballfields
 - ❖ Councilwoman Brown states that there are a lot of dates requested at one time and would like to make sure that there are no conflicts.
 - ❖ Requested that the Town Clerk make a calendar or order one so that the dates aren't conflicted.
- Councilman Ryder stated that he conducted phone interviews instead of in person as it was snowing to badly and school was let out early with the applicants that responded to the interview requests. Two return aids, four interviews with all being hired, and one that is a return that will work when his schedule allows, seven in total with Dan McIlroy being the Director of Winter Rec.

Judge Roberts- Court matters (may need to be in executive session)

Res. # 90

Motion by: Steven Marcinkowski

Seconded by: Lynn Brown

Resolved, that the Town Board go into executive session at 6:20 p.m.

VOTE: Steven Marcinkowski- aye, Timothy Busler- aye, Jamie Papin- aye, Kristopher Ryder- aye, Lynn Brown- aye
Motion carried.

Res. # 91

Motion by: Steven Marcinkowski

Seconded by: Timothy Busler

Resolved, that the Town Board ends executive session at 7:14 p.m.

VOTE: Steven Marcinkowski- aye, Timothy Busler- aye, Jamie Papin- aye, Kristopher Ryder- aye, Lynn Brown- aye
Motion carried.

Res. # 92

Motion by: Steven Marcinkowski

Seconded by: Kristopher Ryder

Resolved, that the meeting be closed at 7:15 p.m.

VOTE: Steven Marcinkowski- aye, Timothy Busler- aye, Jamie Papin- aye, Kristopher Ryder- aye, Lynn Brown- aye
Motion carried.

Respectfully submitted,

Vickie Karg, Town Clerk