

Meeting Minutes of the Town of Dewhurst Special Board of Supervisors Meeting

Monday, November 25, 2024 – 6:00 PM (CST)

Town of Dewhurst – Town Hall

Board members present: Bill Kolve, Chairman; Bruce Delaney, Supervisor 1; Troy Wyss, Supervisor 2

Citizens present: Ted Janicki, Kelly Errthum, Steve Errthum, Marie Kaufman, Chuck Kaufman, Chris Kenyon, Eric Wiley, Heather Sullivan, Paul Sullivan, and Steve Kunes. (Note: if you did not sign in, your attendance will not be documented.)

1. **Call to order:** Bill Kolve called the Special Board of Supervisors Meeting to order at 6:00PM (CST).

2. **Approval of Agenda:**

*Motion by Troy Wyss to approve agenda; second to the motion: Bruce Delaney

*Motion Carried: 3/0

3. **Discuss Town Clerk Position/Appoint New Clerk:** Bill Kolve notified the board that Steve Kunes tendered his resignation as Clerk of Town of Dewhurst. Bill stated that Kelly Errthum submitted her resume for the interim Clerk position. Troy Wyss asked how were candidates sought for the position. Bill indicated that he did reach out to Kelly Errthum as she had previously run for the elected position. He indicated that he also reached out to a couple other citizens for interest and they declined. Troy Wyss indicated that he had received her resume however, had not had time to review. Kelly gave a brief summary of her experience and indicated that they were welcome to call provided references if desired. Troy did review Kelly's resume and shared that she had applicable skills. It was determined that Kelly does have the qualifications to fill the interim position.

*Motion by Bruce Delaney to approve appointment of Kelly Errthum as interim clerk; second to the motion: Troy Wyss

*Motion Carried: 3/0

4. **Discuss Town Treasurer Position/Pay:** Bill Kolve relayed to the board unfortunately due to an oversight, the topic of Town Treasurer was missed during the previous regular Town of Dewhurst meeting (November 12, 2024). Bill indicated that he did ask Todd to accept a call from tonight's meeting between the time of 6:00- 6:30 PM CST. The board (Bill Kolve, Troy Wyss, and Steve Kunes) were unable to reach Todd for discussion following the November 12th meeting. Bill Kolve was able to make contact on November 13th, where an increase in pay rate was discussed. To ensure that all protocols had been followed, Bill Kolve reached out to the Town Association and it was validated that the process was indeed followed. It was determined that appointed positions may not receive pay increases. The only option would be to hire someone as a "Consultant or Deputy Treasurer" to allow a variance from the elected pay scale. The question was asked of Kelly Errthum, Town Clerk, if she would assume the role of Treasurer and also have a Deputy Treasurer to manage the current budget and tax payments. Kelly Errthum agreed to take the role and would work with hired Deputy Clerk to determine roles and responsibilities.

A phone call utilizing speaker was placed to Todd Schultz at 6:15PM (CST) and he was announced at the meeting. Todd Schultz acknowledged the call and that he was on speakerphone at the meeting. Board introductions to Todd Schultz were completed. Bill Kolve explained that the role of Treasurer had been accepted by Kelly Errthum. Bill Kolve explained that Todd Schultz would need to be either a consultant or Deputy Treasurer in order to continue in the current status. Todd Schultz understood

the situation and he confirmed a pay rate of \$120/hour with limited hours of approximately 24. (Hours will be billed at actual.) It was verified that Todd Schultz was paid for all travel expenses incurred to date of 2024 and no further payment is due. Bill explained that the Deputy Treasurer role would at this time retain the budget, tax, and reporting duties.

Todd Schultz provided the following updates:

-There is a delay in getting the current 2024 tax bills sent to property owners. Neillsville did not properly update the recently passed referendum for taxes. The tax bills for the Town of Dewhurst have to be reprinted with the new referendum amounts. The new bills will be available next week and will need to be stuffed and mailed promptly.

-Todd Schultz is in the process of completing overdraft protection paperwork to avoid NSF checks. This will allow an automated transfer from the Money Market account to the general Checking account to cover any checks. The bank did cover a recent situation to avoid overdraft fees which prompted the need for this service.

-Inquiry was made by Todd Schultz if the Town of Dewhurst is going to continue with the two (2) open sessions for tax payments. He indicated that currently we are the only township that is providing these sessions. Her reported that approximately 15 individuals attended the first session while approximately 20-25 attended the second session, respectively. After a brief discussion it was determined that the sessions would remain but, would be shortened to two (2) hours. These hours would be from 5:00-7:00 PM (CST) to allow access for property owners. Dates will be determined.

-There were a couple of checks that did not have the required three (3) signatures. Todd Schultz indicated that he was able to get the checks approved and payments made promptly. Bill Kolve indicated that he was aware of the issue and will work to prevent this from happening in the future.

*Motion by Troy Wyss to approve the hire of the Deputy Treasurer, Todd Schultz at a rate of \$120 for approximately 24 hours; second to the motion: Bruce Delaney

*Motion Carried: 3/0

Action Item: It was indicated that Kelly Errthum will need to go to Citizens Bank, Neillsville to be added to the signature card for all respective accounts. Kelly Errthum would also work with Todd Schultz to assess/assign responsibilities among the roles.

5. **Discuss Dump Attendant Position and Hours of Dump:** Bill Kolve stated that in reviewing the use of the dump, it might be best to have one (1) dump attendant. He spoke with Chris Holt at the dump and he indicated he would be willing to take over the Wednesday night dump hours. Current dump hours are: Wednesday 3:00-6:00 PM and Saturday 9:00 am-12:00 noon (weekly). Bruce Delaney asked if Chris Holt was looking for additional hours and that he would be ok with having one (1) single contact. Troy Wyss asked what prompted the reduction. Bill Kolve responded that in light of the recent clerk resignation, he was unsure if he also wished to maintain the dump role. This would also allow for one point of contact for any concerns regarding the dump. At that time, the board opened comments from Steve Kunes (current Wednesday dump attendant). Steve indicated that he wasn't asked if he wished to remain on duty. Bill Kunes indicated that Chris Holt has worked for the Township for a very long time and was willing to assume the other hours. Troy Wyss stated that as Steve Kunes recently stepped down from the Clerk position, he also assumed that he was also looking to relinquish his dump responsibilities. The board then allowed citizen input to be heard. Ted Janicki asked if two (2) dump days were really necessary? Previously, Saturday was the only day and especially in the winter when the tourism had decreased are multiple days necessary? Bruce Delaney responded that he does feel that two (2) days are good as it does give

local residents options on disposing of their trash. He also stated that there are more full-time residents now so he would like to continue with the two (2) days. Bruce Delaney indicated as we have a current employee looking for additional hours, he would be agreeable to having one (1) person if Chris is willing to assume the Wednesday hours.

*Motion by Troy Wyss to retain Steve Kunes as Wednesday dump attendant. No second was received and no vote was taken.

*Motion by Bill Kolve to increase the hours of existing employee Chris and retain only one (1) dump attendant; second to the motion: Bruce Delaney

*Motion Carried: 2/0 (1 abstain)

There were several outbursts by Paul Sullivan, Heather Sullivan, and Steve Kunes over the decision towards the board.

6. Adjourn:

*Motion by Bill Kolve to adjourned the meeting; second to the motion: Bruce Delaney

*Motion carried: 3/0

The Town of Dewhurst Special Board of Supervisors Meeting was officially adjourned at 6:35 PM (CST)

Minutes submitted by: Kelly Errthum, interim Town of Dewhurst Clerk