

Board of Trustees Regular Meeting Minutes

on Thursday, January 8, 2026 at 5:30 p.m.

- I. **CALL TO ORDER.** At 5:30 p.m. Village President (VP) Shannon Berg called the meeting to order.
- II. **ROLL CALL.** Board of Trustee (Board) Members in attendance were Gary Pitts, Paul Blodgett, Brad Lotts, & VP Berg. Trustee Gerid Dodge was absent. There was a quorum in attendance. Staff in attendance were Public Works (PW) Jared Thom, Treasurer-Deputy Clerk (TDC) Teresa Dachel, Clerk-Treasurer Allison Hamholm, Sergeant Andy Clark and Village Attorney Chris Geirhardt.
- III. **PLEDGE OF ALLEGIANCE.**
- IV. **PUBLIC COMMENTS.** There were no public in attendance.
- V. **CONSENT AGENDA.** Motion by Pitts & seconded by Lotts to approve. All in Favor, none opposed. Motion carried.
 1. Announcements, Complaints, Concerns and Communications. There were none.
 2. Minutes and Reports.
 - a. Regular Board Meeting on Thursday, December 11, 2025.
 - b. Special Meeting on Wednesday, December 17, 2025.
- VI. **DEPARTMENT REPORTS.**
 1. Public Works. PW Thom went over public works written report provided to the board; noting the WWTP Effluent pump has been delivered and all that remains is spring cleanup; In preparation for the Well House Project, CTW will pull the well pump for inspection and televising; Plowing is going as well as can be expected; Water issues at the mobile home park; Also discussed building the heated room inside the base of the water tower to help with testing.
 2. Public Safety. Chippewa County Sheriff's Office (CCSO) Sergeant Clark reviewed the written report provided to the board.
 3. Building Inspector. BI Atwood was not in attendance so TDC Dachel read his report out loud. The board asked that the Davis shed issue be tabled until spring.
 4. Treasurer's Report.
 - a. Receipts-Expense Report. There were no questions or concerns with the report. All members present signed.
 5. Clerk-Treasurer
 - a. Oath of Office. CT Hamholm took her oath of office. Her background check showed nothing remarkable.
- VII. **UNFINISHED BUSINESS.**
 1. Consider/Act on Ordinance 2025-15 Cemetery. TDC Dachel spoke about the ordinance and VA Geirhardt stated he was not involved in proofing. Board members asked questions as to why no plots could be sold and that the cemetery had been surveyed a few years back. The board tabled any further action until VA Geirhardt could look into the ordinance.
- VIII. **NEW BUSINESS.**
 1. Consider/Act on 2025 Audit Agreement with Clifton Larson Allen. Motion by Lotts, seconded by Pitts to approve. All in favor, none opposed. Motion carried.
 2. Consider/Act on depository signatures and ACH agreement with Security Bank. Motion by Pitts, seconded by Blodgett to change the depository signatures removing the previous Clerk and adding CT Hamholm. All in favor, none opposed. Motion carried. Motion by Lotts, seconded by Pitts to raise the ACH limit for online banking from \$10,000 to \$20,000. All in favor, none opposed. Motion carried.
 3. Recess into Closed Session per Wisconsin State Statutes §19.85(1)(e) for the following purposes: "conducting other specified public business, whenever competitive or bargaining reasons require a closed session, to wit: discussion and consideration of dispute regarding North Street construction payment from Town of Dovre and settlement offer from Town of Dovre". At 5:55pm, VP Berg moved the public meeting into closed session. Motion by Pitts, seconded by Lotts. Present were Pitts, Blodgett, Lotts, VP Berg, TDC Dachel, CT Hamholm and VA Geirhardt.
 4. Reconvene into open session. Motion by VP Berg, second by Lotts to reconvene into open session at 6:00pm. Roll call Pitts, Blodgett, Lotts, VP Berg.

5. Possible action on closed session item and related settlement offer. Motion by Pitts, seconded by Blodgett to accept the settlement offer presented by the Town of Dovre. All in favor, none opposed. Motion carried.
 6. At this time, VA Geirhardt recommended job descriptions be discussed in open session. Village office staff do not have accurate job descriptions that clearly define roles, in particular HR duties which is a responsibility that the board would like assigned to village office staff. The board gave verbal direction to have Weld-Riley create job descriptions based on titles and duties, without changing the charter ordinance, to be presented at a future meeting to be voted on.
 7. Recess into Closed Session per WI Statute §19.85(1)(f) "Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations regarding Village personnel." To wit: discipline discussion and ~~office job descriptions~~. At 6:16pm VP Berg moved the public meeting to closed session. Motion by Lotts, seconded by Pitts. Present were Pitts, Blodgett, Lotts, VP Berg, TDC Dachel, CT Hamholm & VA Geirhardt.
 8. Reconvene into open session. Motion by Blodgett, seconded by Pitts to reconvene into open session at 6:56pm. Roll call Pitts, Blodgett, Lotts, VP Berg.
 9. Possible action on closed session item related to discipline discussion and ~~job descriptions~~. Motion by Blodgett, seconded by Pitts to hold a special meeting in closed session on January 15, 2026 at 4:00pm to hear disciplined staff's concerns.
 10. Future Board Meetings:
 - a. ~~Special Board Meeting at 5:00 p.m. on January xx, 2026.~~
 - b. Planning Commission Meeting at 5:00 p.m. on January 27, 2026.
 - c. Next Regular Board Meeting at 5:30 p.m. on Thursday, February 12, 2026.
- IX. ADJOURN.** At 6:59pm motion by VP Berg, seconded by Pitts to adjourn meeting. All in favor, none opposed. Motion carried.

Signed: 
Teresa Dachel, Village Treasurer-Deputy Clerk