

**TOWN OF OSCEOLA  
BOARD OF SUPERVISORS  
SPECIAL BOARD EMERGENCY MEETING  
MAY 06, 2021**

**MINUTES**

The Board of Supervisors of the Town of Osceola met for a Special Board Emergency Meeting Thursday, May 06, 2021, beginning at 6:30 p.m. at the Osceola Town Hall, Dresser, Wisconsin.

**CALL TO ORDER:** Jo Everson called the meeting to order at 6:36 p.m.

**VERIFICATION:** Everson verified that notice of the Special Board Emergency Meeting was posted at the Town Hall, the Dresser Post Office, and First National Community Bank.

**ROLL CALL**

**PRESENT:** Mike Wallis, Neil Gustafson, Dale Lindh, and Jo Everson.

**PLEDGE:** Everson led the group in The Pledge of Allegiance.

**ALSO PRESENT:** Kim Kaiser, Ed Everson, Jim & Donna Berg, Reagan Hoverman, Jan Carlson, Denise & Mark Skjerven, Mary Weinberg, Liz Rochford, Gae Magnifici, Jeremy & Teresa Utke, Merle & Dianne Aarthun, Rebekah Gustafson, Jim Brundage, Steve & Deb Heichel, Therese Durkin, Kym & Bob Wright, Dan Burch, Teri Wallis, Bernie Desmarais, Melissa Ward, Stacy Wright, Rhonda Dunham, Kirk & Trish Carlson, Jon Cronick, Warren Johnson, Sandy Ball, Dean & Diana Anderson, and Brooke Kulzer.

**RESIGNATION OF CHAIRMAN BRANDON WHITTAKER:** Everson presented the statement that she received from Whittaker. "He intends to focus on his family first and foremost and in doing so he felt that he could not commit the time & energy to the Chair position that he feels is warranted."

**RESIGNATION OF TOWN CLERK SCOTT HILDEBRAND:** Everson read the statement left by Hildebrand. "He was struggling to build a business of his own and the position of Town Clerk was preventing him from completing that goal."

**DISCUSSION ON RESIGNATIONS:** Everson stated that upon receiving these resignations, she and Interim Treasurer Jan Carlson went to the Town Hall immediately to make sure that the building was secure, passwords were changed and to assess what Clerk responsibilities needed to be completed. Several of which will need to be addressed immediately that pertain to businesses and livelihoods of residents if not completed in a timely manner. This being the reason for calling an emergency meeting. After contacting the Town's attorney, he agreed that the Clerk replacement is a priority in order to keep the day-to-day business of the Town moving forward.

Gustafson thanked Everson and Carlson for getting things taken care of right away.

Everson presented Jan Carlson as an option for interim Clerk/Treasurer, stating that "Jan has gone above and beyond to prove her worth to the Town in the last six weeks, without a doubt. Without any training or hesitation, she has done an awesome job. We are fortunate that she is an existing employee now that she could easily assume the role of interim Clerk/Treasurer in a temporary capacity, giving us the time to recruit another Clerk. At the Annual Town Meeting there was a motion made to combine the positions once again, which was tabled until the next Annual Meeting. So, there is apparent support from the constituents. Let's combine the position temporarily and give us more time to consider combining it again permanently." Everson recommended that the board ask Carlson if she is willing to do this.

Bernie Desmarais was presented as a possible Deputy Clerk based on his past experience as interim Clerk and familiarity of the day-to-day operations, thus aiding Carlson and providing the much-needed office hours for the hall.

**ACCEPT RESIGNATION OF TOWN CLERK:** MOTION BY WALLIS/LINDH TO ACCEPT THE RESIGNATION OF THE FORMER TOWN CLERK, SCOTT HILDEBRAND. MOTION CARRIED.

**APPOINTMENT OF INTERIM TOWN CLERK OR INTERIM TOWN CLERK/TREASURER:** Lindh asked Carlson for her opinion on assuming the role as Interim Clerk/Treasurer.

Carlson stated that she is willing to step in for a period to allow for time to find a qualified candidate to assume the role permanently. She currently works Tuesday thru Friday for her regular employer, allowing her Mondays for her Treasurer duties and evenings hours for Clerk duties. She also has more availability until the end of June.

Everson asked Carlson if she was OK splitting the responsibilities with Desmarais.

Carlson stated again that she is willing to take on this responsibility until the end of June and can offer some daytime availability until that date, in hopes that a new Clerk could be hired by then.

Wallis asked for clarification on Carlson as Deputy Clerk. Everson stated that Carlson would be assuming the role of interim Clerk/Treasurer and Desmarais would assume the role of Deputy Clerk, assisting Carlson and providing daytime office hours for the hall. Carlson intends to stay on as Treasurer after her evaluation next week if the board so chooses.

Lindh asked if the Deputy Clerk has voting powers. Everson answered, no.

Wallis noted that using the word interim may be incorrect because the individual would be the Clerk, with all roles and responsibilities of a permanent Clerk, just on a temporary basis. He stated that the position was decided to be separated at the Annual Town Meeting, so it needs to be combined in the same fashion. The board has not received that direction from the voters to combine this position.

Everson stated that due to the temporary nature of the position, Carlson would be a great candidate.

Wallis stated that whether interim or not, that person is the Clerk until a permanent replacement is found. His concern is that we do not have enough information at this time to make this decision to hire someone to be both.

Everson acknowledge the fact that the Town will need to resolve the issue of combining or keeping the roles separate of Clerk and Treasurer, but that does not help the fact that someone needs to assume the position of Clerk right now. She asked for additional suggestions to fulfill the immediate duties of the Clerk.

Wallis asked for more time to explore candidates to assume that role, suggesting that Monday would maybe be enough time to explore options.

Everson asked if Wallis has something against asking Carlson to fulfill the role. Wallis stated that his concern is with the fact that the board may not have the authority to combine the role of Clerk and Treasurer.

Desmarais asked if there was action taken on this motion at the Annual Town Meeting. Everson stated that this was tabled, and no action was taken.

Everson asked Wallis if the time sensitive duties of the Clerk will be taken care of until he brings candidates forward at the meeting on Monday and wanted to know if this was an acceptable risk for the board to wait two days to complete these responsibilities, such as liquor licenses, when there are

businesses at stake. Her opinion is that this was not acceptable knowing the tasks that need to be taken care of.

Lindh asked to open this discussion up to the general public and see if there is anyone else present that would be willing to fulfill the temporary role.

An inquiry came from a constituent regarding what the duties of Clerk entail. Everson responded that it involves doing the day-to-day customer relations, answering, and returning phone calls, fulfilling requests for burning permits and building permits, following up on board and constituent requests from meetings and typing meeting agendas and minutes.

Desmarais added that duties include finding answers or solutions to residents' questions and requests, noting that it is not a difficult or full-time workload but does take time following through and servicing the public. Gustafson asked Desmarais if he would consider being the Interim Clerk, rather than Deputy Clerk. Desmarais stated that he was willing to do whatever is needed to support the Town and keep things moving until a qualified candidate is found but noted that his position would only be interim.

Denise Skjervin stated that there are two candidates that have the experience and willingness to do the job. She suggested that we accept these people so we can get the tasks done that need to be and can get an ad posted for a qualified, permanent replacement.

Teri Wallis stated that the "white elephant" in the room was that it is not really about the Clerk position as much as it is about the fact that the person who steps into the role as Clerk has a vote when making the decision to fill the vacant board seat. She stated that this is a lot of responsibility and does not want the board to take this decision lightly or make it in haste. She would like better research done before that decision is made.

Everson stated that this is democracy, it is important, and she would never suggest to Carlson what Teri Wallis implied. Everson felt that Carlson had done an exemplary job, has never made any indications of her personal feelings towards others, and has proven her worth. Everson stated that Teri Wallis' comments were uncalled for. Teri Wallis stated that everyone should be concerned about who is sitting at the table with voting powers.

Denise Skjervin asked if we could place an end date for the interim position to be filled permanently.

Stacy Wright stated that paying the Treasurer a stipend to complete the Clerk duties and making the Deputy Clerk an independent contractor would get around the political nature of the position. Everson stated that this was something they could consider.

Teresa Utke asked if an independent contractor would be bonded by the Town. Everson asked Wallis if this was possible as it was something that she thought the previous board had been told could not be done when they wanted to hire a former Clerk as an independent contractor. Wallis did not recall what they were told by the Town's lawyer at that time.

Therese Durkin asked that everyone consider the fact that Carlson has another full-time job and questioned if she would have the capabilities to handle this job too.

Teresa Utke asked Carlson if she has had a full-time job while being the current interim Treasurer. Carlson stated that she has. Utke stated that Carlson has proven that she could get the job done in a very timely manner and she has given a clear boundary for the expectations of the position. Utke expected Carlson's duties as Interim Treasurer and cleaning up the books would have taken much longer than the 45 days that it did, but Carlson proved what she was capable of.

A constituent (name not given prior to statement) stated that they agree that there needs to be someone in the position, but don't feel that this is an adequate situation for the Town Clerk. They would like the board to tell them that there is a time limit, that this will be worked through by a certain date and there will be a full-time Clerk hired so that another person does not have to bear the bur

den of three jobs. She would like specific measures taken to find out why we haven't kept a Clerk, how we are going to keep a Clerk and what measures will be taken in the next week to find a Clerk. Gustafson stated that in the current job market, no one can promise that they would have a candidate in here in a certain time frame because everyone in every industry is struggling to find employees. The board could definitely set a timeline and a goal of June 30<sup>th</sup> to have the position filled or reassess what they are currently doing. They are not able to make candidates, or the right candidates apply for the position.

Melissa Ward stated that she would like to know the steps that the board will take to make this happen by the next town board meeting. Gustafson responded that this sounded reasonable.

Stacy Wright volunteered her time to cover the office to help the Town. Everson responded that she would take her offer into consideration.

Denise Skjervin wanted to understand the reasons why previous Clerks left but understood the immediate need for someone to fill the vacancy and would like to see those who have the ability, to fill the vacancy until the role can be filled permanently. Denise Skjervin noted that there have been 4 Clerks since Lorraine left, not counting individuals that have filled in. Linda Chabot for one month, Tammy Wanchena for four months, Kyle Teig for 2½ months, and Scott Hildebrand for one month. The interims that have filled in were Neil Gustafson, Jo Everson, and Bernie Desmarais. She is wondering what the reason for the turnover in is Clerks. Is there a misrepresentation of the job duties, or a misrepresentation of the candidate.

Lindh stated that there is a new board, what has happened in the past was with the old board members, and he will do his best to make things different in the future. Gustafson added that he agreed with Lindh's statement and notes that it is easy to point fingers but moving forward with new board members brings a positive new outlook for the future.

Dan Burch noted the importance of the board to have a proper interview process and would like to have exit interviews administered to identify what the problems are. It is the board's responsibility to have a viable candidate in the position and not someone that has been appointed.

A constituent (name not given before statement) stated that the importance of this meeting is to find a way to keep this Town and office open rather than dwelling on the issues from the past. Another constituent wanted to know what has happened in the past so we can move forward.

Melissa Ward asked if there were any other candidates at the time of hiring Hildebrand that could be considered. Wallis responded that there was one candidate that turned down a second interview, but they could ask again if they would be interested. Two other candidates were not offered a second interview, but they could be revisited as well.

Teresa Utke stated that a regression analysis is helpful, but right now, with the time sensitive nature of the duties, the two qualified and trained candidates are the good choice to fill the interim vacancy.

Gustafson stated that having two new and additional opinions to give input in the interview process as well as a newly appointed personnel committee will both be beneficial moving forward. He would also like to see a community member, preferably with experience in this department on the personnel committee in the future.

Jim Brundage asked if there were any exit interviews completed with the past candidates and if so, are those public? Everson responded that nothing formal was done with the four previously employed individuals, but Desmarais provided one when he was done with the interim role and gave his recommendations how to move forward.

Stacy Wright asked Desmarais, as a former Interim Clerk, why he would not just be the Interim Clerk again and nothing more. Desmarais responded that he was only an Interim Clerk until they hired

Hildebrand to fill the position permanently. Wright asked why people would think that it would be any different this time?

Everson stated that she would like to address the “white elephant” of the voting power of the Clerk. Let’s say that we don’t fill the open Chairman position or a Supervisor position, which makes the “white elephant” go away. Then, is the concern for who is appointed to the Clerk position still there? She stated that the candidates who are sitting in these chairs (upfront) were voted in by the constituents at the polls, and she hopes that there is a level of trust in them, and she has tried to encourage it. Even if the “white elephant” is taken away, sooner or later when the positions are filled, those new individuals are going to have a vote and we will have to trust them as well. So, it either needs to be done now or we operate under limited capacity, which is an option, but that was not the idea behind getting a five-member board. The goal was to do the best thing for the Town. Everson asked for suggestions on how to do that. She then proceeded that if the “white elephant” was taken away, what is the next step. She looked to Teri Wallis for an answer, as she brought up the “white elephant”.

Teri Wallis responded that the board went through this process in January, Desmarais served as a voting member and voted to bring Warren Johnson into the third position on the board. She felt that calling this meeting was a way to force in another voting member.

Gustafson stated that he was offended by Teri Wallis’ statements and the lack of confidence she has in this new board and he reiterated that this is not the same group of people that were on the board in January.

Everson stated that she also takes offense to that because she is working hard to make this five-member board work. She agreed that there had been issues in the past, but we are trying to move forward and the only way they can do that is to become a team and to do it with an open and transparent dialog. She asked again for public input on a solution and asked if the board should continue on with 4 members, then.

Stacy Wright stated that because of the past issues, trust has to be earned. Gustafson responded that they have not been given the opportunity in one month to earn that trust. Everson specified that it had only been two meetings.

Denise Skjervin asked for clarification that there is a Clerk position to fill and that it is a voting position. Does the Chairman role not get filled until next April. How long does that voting ability by that Clerk stay in place. Everson responded no, the voting by the clerk only applied to the voting of the vacated Chairman position. The law does not require the board to appoint one of the Supervisors to the position of the Chairman, but the Town’s attorney stated that typically the Chairman is appointed from within the current Supervisors. This creates a vacancy for a Supervisor position which the board would need to appoint someone else to. The Clerk at the time will have the same vote as the four members that are on the board, and its only in that capacity for that reason. Skjervin asked if the Town gets to re-elect the Supervisor or Chairman role. Everson answered no. An election could be held in November, but the cost to do so is significant. Skjervin asked if the process would then be that interested candidates would apply, and the board comes up with their decision to fill the position. Everson responded that it depends upon how the board decides to proceed and what the criteria is for an appointment to the Supervisor role.

Gustafson asked if the board all agrees, then does the Clerk even have to vote or do they only vote in the case of a ‘split’ vote? The consensus was that the Clerk gets a vote no matter what.

Melissa Ward stated that she submitted a records request from the office, and she claimed that she did not get all of information. She was missing all emails from Brandon Whittaker and Doug Schmidt and implied that Everson did not provide her with what she had requested. Everson asked if she is addressing the issue at hand or something else. Ward responded yes, because we were talking about trust and she has a trust issue in the room.

A constituent (name not given before statement) asked everyone to take a deep breath and stated that there is a trust issue because this decision feels forced. She agreed that closing the office for a couple of days does create a back log, but this happens in every job so, so why are we forcing this to happen if not for some other reason.

Gustafson asked the board if he has permission to read a summarized correspondence from the Town's lawyer that Lindh had received regarding the Town as a business. "In regards the Town as a business, you can function for a while without the CEO, but if no one is there to open the doors and service the customers, you have a problem." He then listed some of the Clerk duties that need to be handled such as liquor licenses coming due. Lindh added that we truly need to look at the Town as a business and we need to get the doors open. Gustafson felt that the lawyer provided a good analogy in his response. Lindh reiterated that as we find someone to fill those roles and duties, we need to look at it as a business.

A constituent (name not given before statement) addressed the trust issue again and stated that the decision and interview are going to be made by the board, so why argue about the trust in the board since they are the ones making the decision. The past is in the past, the board are the decision makers, and they are asking for our opinion on putting a temporary person in the position of clerk. He suggested that we let the board decide and go with it since we elected them, and they will be there until the next election and hopefully beyond that.

Gustafson stated that making this decision helps them to move forward and make more productive decisions on Monday night.

Wallis stated that this is not a trust thing that he brings this up, but he does not see an answer from the Town's lawyer whether we can have a Clerk/Treasurer combined. He would also like an opportunity to hear from and talk to other candidates that may be interested in trying the position short term and may be interested in the position long term. He would like to wait until Monday to better understand who they can pick from.

Diana Anderson asked how long it takes to train someone in. Everson diverted that question to Desmarais. Wallis also asked Desmarais how long it took him to learn the job. Desmarais responded that the Clerk role is easy to do from a customer service perspective if you are interested in interacting with the residents and he enjoyed that part of the role. He summarized that learning the process of where to find answers for customers is time consuming but not to the point of working more than 20 hours a week. The learning curve is long. He did do an exit interview with Wallis and his recommendation was to combine the role as the two separates was not a good set up. Teri Wallis also agreed from her time as Treasurer. He stated that if this is what is holding up the decision tonight, that is for the board to decide.

Wallis asked if the best interim Clerk to hire is one that has already been a Clerk or is a Clerk in another town available. Everson responded that if this is available, then yes. Wallis stated that he would like some time to explore this option. Desmarais inquired that if this was an option, then why wasn't it explored in the past? He would not have taken the role if there were other options. He had not desired to take on the interim Clerk role previously, but he did what the Town needed at the time. Wallis asked for clarification why if just because we didn't do it before, then we shouldn't do it now. Everson asked why this option wasn't explored before. Desmarais agreed and asked why that wasn't done a year ago, and thus preventing the questions of "why can't you keep a clerk?" He also wondered where the lack of trust is unless it is just a political issue.

Mark Skjverin stated that there is not necessarily a lack of trust but rather a lot of criticism and no solutions put forth. We need an immediate solution and if extra time is needed to find a solution, then that is what we need to do. He agreed that there are issues from the past that do fall along political lines but is debating these issues now going to change anything. It is time to move forward, take the first step and stop the division at some point to figure out what is best for the Town.

Deb Heichel asked Wallis why he didn't invite candidates he knew were interested in the Clerk position to come to the meeting. Wallis replied that his current work schedule had not allowed time for it.

Everson noted that Carlson was willing to step into the role right away.

Gustafson stated that since October of 2019 this vacant position has been called "interim" repeatedly and does not feel that it is worth debating that title tonight. He added that there is no doubt in his mind, after seeing what Carlson has done for the Town, that she is capable of helping the Town in this capacity. He also feels that she is one of the most impartial choices we have with experience in the Town office.

MOTION BY GUSTAFSON/EVERSON TO APPOINT JAN CARLSON AS INTERIM TOWN CLERK/TREASURER WITH A RE-EVALUATION ON JUNE 30<sup>TH</sup> UNLESS THE POSITION IS FILLED PRIOR TO THAT DATE.

DISCUSSION: Lindh asked if the Town's lawyer needed to be consulted if Carlson can legally do both positions. Everson responded that she would call the lawyer the next day to find that out, but at least we would have someone ready and in place to perform those crucial tasks that need to be done in a timely manner.

GUSTAFSON AMMENDED HIS ORIGINAL MOTION TO MAKE IT CONTINGENT UPON THE TOWN LAWYER'S APPROVAL.

FURTHER DISCUSSION: Lindh asked if the motion included Desmarais as Deputy Clerk and questioned whether Carlson had enough time to complete the tasks of Clerk and Treasurer. Gustafson replied that he was only making one motion at a time rather than wrapping it all into one.

Lindh inquired again regarding Carlson having enough time to fulfill all of the roles. Everson stated that Carlson has indicated that she will provide the necessary time.

Stacy Wright stated that there should be two different motions and Gustafson agreed that this would be the proper way to proceed.

Jessica Sine asked what the board is trying to accomplish by filling this position either immediately or Monday. Was it so that people can come and address an issue during office hours, if so then this needs to be done during daytime business hours, and she felt that despite Carlson's qualifications, she does not have the hours available to fill the position as needed. Why is the board not looking at others that have offered and have both the abilities and the time to fill the daytime position. Gustafson responded that the position is not defined by an 8:00 a.m. to 5:00 p.m. job and there are other municipalities around us that have Clerks with a fulltime day job and perform the work of the Town outside of regular business hours. Sine stated that she was confused about what we are trying to accomplish, and she felt that the work needed to be performed during daytime office hours. Gustafson stated that this is where the second motion could come in regarding the Deputy Clerk.

No further discussion.

MOTION CARRIED, 3 IN AGREEMENT, 1 OPPOSED.

Everson asked Desmarais if he agreed with the idea of him working with Carlson as Deputy Clerk to fill in where needed as well as divide responsibilities and time requirements. Desmarais answered, yes. Everson asked Carlson if she was in agreement. Carlson answered, yes.

MOTION BY EVERSON/GUSTAFSON TO APPOINT BERNIE DESMARAIS AS DEPUTY CLERK UNDER JAN CARLSON AS INTERIM CLERK/TREASURER.

DISCUSSION: Wallis stated that all of this is contingent on being able to legally appoint Carlson as Clerk/Treasurer. If that is not possible, then we would have a Deputy Clerk with no Clerk to work

under. He also noted that by Statute a Clerk is to appoint its own Deputy. That individual is not appointed by the board. Everson asked Wallis if that meant that we shouldn't appoint Desmarais as Deputy Clerk. Wallis felt that there was no urgency to making this decision and would like to ask for legal advice before appointing a Deputy Clerk. He would like to see this as an agenda topic for the Monday, May 10, 2021 meeting, just in case Carlson turns out not to be a viable option. Everson stated that the upcoming meeting agenda had already been posted in three places and did include discussion and possible action regarding the Clerk position, discussion and possible action regarding the Town Chair position and discussion and possible action regarding the Town Supervisor position.

Stacy Wright asked why it has to be a Clerk and not an assistant to the Treasurer. Everson explained that state statute requires the Town to have a Clerk.

Everson stated that every establishment with a liquor license in the Town was supposed to be sent an application in April. The process has not even been started and is a several week process. She is very concerned about this.

Stacy Wright asked if the Clerk is the only one that can do this. Everson responded, yes.

Denise Skjverin stated that the problem is with Carlson being the Clerk and the Treasurer. The question arose why we didn't just have Carlson be the Treasurer and Desmarais be the Clerk. Everson reminded everyone that a motion had already been made, seconded, and carried to appoint Carlson as Clerk/Treasurer contingent upon the legal findings. She also noted that a motion had been made and seconded to appoint Desmarais as Deputy Clerk and that motion is still on the table.

No further discussion.

MOTION FAILED, 1 IN AGREEMENT, 3 OPPOSED.

Everson stated that this will be coming back to the table on Monday, May 10, 2021, but in the meantime, Carlson will have the ability to get the liquor licenses out and suggested that Stacy Wright and others who offered assistance could come and help Carlson. She would be there at noon on Friday.

Gustafson asked if the meeting posting for Monday can still be changed. He would like to keep the discussion and possible action for the Town Clerk position and add discussion and possible action for the Deputy Clerk as it will be dependent upon the Town lawyer's suggestion. This would give Carlson the opportunity to appoint a Deputy Clerk.

Wallis requested to add the agenda topic of discussion of the Clerk/Treasurer pay.

Everson stated that she was thankful for those that made comments and added that people do have pure intentions at heart, and it is up to the board to move forward with these appointments.

Everson explained that the the first half of the May 10, 2021 meeting would be in closed session for the current interim Treasurer's performance evaluation. Once that is completed the board will move into open session.

Everson presented options of criteria for who to appoint to the Supervisor position. She suggested looking at the candidates that have been on the ballot. These people have shown commitment and interest in the position. A second suggestion is looking at the people that have attended meetings over the past 2 years. This shows a commitment to what is important to the Town. She distributed a list of people and their attendance records for the meetings, noting that her numbers may have errors. She reiterated that this is another reason why it is important for people to sign in when attending meetings. Everson and Lindh noted that there are 29 names on that list. Everson recommended that the board looks at this and take it into consideration when looking for an appointment for the Supervisor position. If the board decides to continue with four members, then they will need to decide who runs the meetings. The statutes do not change for how that occurs, they remain the same no matter who we change as Clerk or Treasurer. The statutes are very clear as to who makes the

votes on those positions. The other option is a brand-new election in November, and she welcomed anyone that would like to research how much that would cost.

Wallis stated that the recommendation by the Towns Association is not to appoint both the Chair and the Supervisor vacancies within the same meeting. He requested that action be taken on either the Chair position or the Supervisor position at the next meeting, but not both. This fact was brought to his attention with the previous vacancy of the Chair position. Everson agreed and stated that this would need to be addressed at the May 10, 2021 meeting and the June 7, 2021 meeting.

Lindh asked that if any residents are open to the position, to please let the board know.

Carlson noted that last year when the Village of Osceola had a vacancy, they asked people to write a letter of interest and the board interviewed those candidates and made a decision from there.

Everson requested an agenda topic for the May 10, 2021 meeting to decide on a process for appointing a new Supervisor. Wallis suggested that the agenda state process to fill the town supervisor position. Board members agreed.

**ADJOURNMENT:** MOTION BY GUSTAFSON/LINDH TO ADJOURN THE SPECIAL BOARD EMERGENCY MEETING HELD THIS 6<sup>TH</sup> DAY OF MAY 2021. MOTION CARRIED.

Being no further business to come before the Board, the Meeting was adjourned at 8:00 p.m.

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Neil Gustafson, Town Supervisor

**APPROVED: 06/07/2021**

**\*NOTE: THE ATTORNEY DID NOT RESPOND TO THE QUESTION IF CARLSON COULD ASSUME BOTH THE CLERK AND THE TREASURER ROLL UNTIL THE FOLLOWING MONDAY. THEREFORE THE MAILING OF THE LIQUOR LICENSES WERE ON HOLD UNTIL THE RESPONSE WAS RECEIVED.**