

MENOMINEE COUNTY/ TOWN PLANNING COMMISSION MEETING MINUTES

DATE: February 20, 2018
TIME: 5:00pm
PLACE: Menominee County Courthouse Upper Level
W3269 Courthouse Lane
Keshena, WI 54135

1. Call to Order & Roll Call

Laure Pecore called the meeting to order at 5:00pm. The following individuals were in attendance: Laure Pecore, Elizabeth Moses, Keith Tourtillott, and Joel Doxtator. Others present: Ruth Winter and Shelley Williams. Annette Westphal and Terry Brooks were absent excused. Wayne Wilber was absent unexcused.

2. Community input

None.

3. Approval of Minutes

Motion to approve the minutes from December 18, 2017 by Joel Doxtator. Seconded by Elizabeth Moses. One abstention by Keith Tourtillott. Motion carried.

4. Comprehensive Plan Department Reports for:

- **Fire Department**

Patrick Roberts was not present. Motion to table the Fire Department report to the next Planning Commission Meeting in May by Elizabeth Moses Seconded by Keith Tourtillott. All in favor. Motion carried.

- **Sheriff**

Shelley Williams was present to answer any questions regarding the report from the Sheriff's Department. Keith had a question regarding hand held radios and the boats, Shelley explained that they are on jet skis which are rented each season. Elizabeth noted that the language was incorrect regarding funding for a new lock up facility, she said we do not even have a lock up facility. Joel asked about active shooter training, Shelley explained that there are two exercises that are scheduled in March. There is also Alice training given here at the courthouse and other county entities. Elizabeth asked if the Sheriff's Department attends the monthly Highway Department meetings regarding the road construction project from the county line to county highway VV, Shelley said that they do not, but it would be a good idea to attend regarding safety concerns. Keith added that construction is scheduled to begin this spring, Shelley said she will speak to Jeremy Weso and Dave Kristoff about this. Joel asked why there is not a crossing guard at the corner by Sav-A-Lot during school hours, Shelley explained that Tribal police usually has people there when they have someone available to set up the sign and run radar. Elizabeth added that it is mainly the school liaison office who does this. Motion to approve the Sheriff's Department report by Keith Tourtillott. Seconded by Joel Doxtator. All in favor. Motion carried.

- **Emergency Management**

Shelley Williams was present to answer any questions regarding the report from the Emergency Management report. Motion by Keith Tourtillott to approve the Emergency Management report as presented. Seconded by Elizabeth Moses. All in favor. Motion carried.

- **Planning Commission**

Ruth Winter was present to answer any questions regarding the Planning Commission report. Keith requested that Jeremy Johnson come back to the next Planning Commission Meeting in May about the request they asked of him to go out and talk to see if he can divide some properties out on Legend Lake, Keith said that he has not reported back on this request of the Planning Commission. Keith would like to hear what he has done with this so far. Motion to approve the Planning Commission report by Keith Tourtillott. Seconded by Elizabeth Moses. All in favor. Motion carried.

- **HSD (tabled from December 2017)**

Motion by Elizabeth Moses to table this report to the next Planning Commission Meeting in May. Seconded by Joel Doxtator. All in favor. Motion carried.

5. Potential Economic Development Opportunities

Ruth explained that she was bringing this back to the Planning Commission since it was first brought in August 2017 when she was not present. She would like to get some direction from them as to where they would like to go with this. Ruth also mentioned that the memo attached said that Jeremy Weso was going to speak with our corporation counsel about some legal question on how we can put this out for bids. Motion by Keith Tourtillott to approve the request for proposals contingent upon the legal opinion received with any adjustments as required. Seconded by Elizabeth Moses. All in favor. Motion carried. Joel Doxtator requested that we find other alternatives for posting the RFP, we need to expand our reach to developers other than in the Shawano Leader. Beth suggests Towns Association and County Association. Joel added to look at the Daily Reporter.

6. Planning Commission Vacancy

Ruth updated the Planning Commission that Terry Brooks' term is expiring. The vacancy has been posted, and the deadline to submit a letter of interest is March 16, 2018, which will then go to the Board of Supervisors on March 22, 2018 to appointment someone.

7. Set next meeting date and Agenda items

Next meeting date is set for Monday, May 21, 2018 at 5:00.

The regularly scheduled May reports have been adjusted to have the County Board and Town Board's report moved to August. Items to be on the next meeting agenda include reports from:

- HSD (Tabled from December 2017)
- Fire Department – Patrick Roberts Tabled to May meeting
- Jeremy Weso – Administrative Coordinator
- Jeremy Weso – Highway Department
- Update from Jeremy Johnson
- Potential Economic Development Opportunities – Former Corn Property RFP update

8. Adjourn

Motion to adjourn by Joel Doxtator. Seconded by Keith Tourtillott. Meeting adjourned at 5:36pm.