

*Menominee Town/County
Board of Supervisors*

W3269 Courthouse Lane
P.O. Box 279
Keshena, WI 54135



**PERSONNEL & FINANCE/BUILDINGS AND GROUNDS
COMMITTEE MEETING**

Members Present: *Elizabeth Moses, Keith Tourtillott, Eva Johnson*

Others Present: *Lee Stoehr, Tom Hoffman, Mary Beth Pecore, Jeremy Weso, Rebecca McNeel, Dugan Beauprey, Laure Pecore-clerk.*

DATE: May 27, 2021

TIME: 5:00 pm

PLACE: Menominee County Board Room, W3269 Courthouse lane, Keshena. (lower level)
COUNTY AGENDA

1. **Call to order, Roll call:** *Meeting was called to order at 5:02 pm. Quorum Present.*
2. **Community Input:** *None*
3. **Approval of Minutes: May 13, 2021:** *Motion by Keith Tourtillott to approve the County portion of the minutes from May 13, 2021 as presented. Seconded by Eva Johnson. All in favor. Motion carried.*
4. **HSD Voucher Payment Request:** *Motion by Eva Johnson, to approve HSD vouchers 73-80 in the amount of \$50,830.09. Seconded by Keith Tourtillott. All in favor. Motion carried.*
5. **County Voucher Payment Request:** *Motion by Eva Johnson to approve County vouchers 261-282 in the amount of \$111,233.98. Seconded by Keith Tourtillott. All in favor. Motion carried.*
Motion by Eva Johnson to approve Dispatch voucher PS96 in the amount of \$434.01. Seconded by Keith Tourtillott. All in favor. Motion carried.
Motion by Eva Johnson to approve Sheriff's voucher PS95 in the amount of \$51.72. Seconded by Keith Tourtillott. All in favor. Motion carried.
6. **Fireworks Donation Request:** *Dugan Beauprey was present at the meeting. a Request for a donation was requested. Finance Director, Lee Stoehr stated that the Tribe has donated \$6000.00 and that the Fireworks Fund Balance has \$6,834.82. Motion by Keith*

Tourtillott to donate \$500.00 for the fireworks. Seconded by Eva Johnson. All in favor. Motion carried.

7. **FY 2021 Budget increase \$8,750.** *Discussion. Keith Tourtillott asked that the next time something like this is presented to the Committee that it have documents on how the money is to be spent. Motion by Keith Tourtillott to recommend to the Full Board the budget increase for the Women's Fund in the amount of \$8,750. Seconded by Eva Johnson. All in favor. Motion carried.*
8. **FY2021 Budget increase \$ 699,972.30 Children's Alliance:** *Discussion. This is a 5-year allocation, the committee wants the budget increase to be brought back with the allocation for 2021 budget. Motion by Keith Tourtillott to accept the agreement and to authorize the Chair to sign. Seconded by Eva Johnson. All in favor. Motion carried.*
9. **FY2021 Budget Modifications- Personal Care \$2,000:** *Discussion. Because the allocation is under 10% of the line items total budget, it is not required to be approved by the Personnel and Finance committee. But should be brought to the HSD Board.*
10. **Behavioral Health Unit – New positions: AODA Counselor.** *Motion by Eva Johnson to approve the Behavioral Health unit, new position for AODA Counselor. Seconded by Keith Tourtillott. All in favor. Motion carried.*
11. **Treasurers Report.** *Treasurer, Mary Beth Pecore provided a verbal report for the committee. She reported that it has been a slower month, and that has allowed herself and her deputy to catch up with items that we set aside. She also stated that lottery credits were finalized.*
12. **Finance Report:** *Finance Director, Lee Stoehr submitted is report to the committee. He added some clarification to transit amounts on his report.*

Motion by Keith Tourtillott to go into closed session pursuant to Wis Stats 19.85 (1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (a) Information Technology Director; and (b) Emergency Management Director. Seconded by Eva Johnson. Roll Call vote:

<i>Elizabeth Moses</i>	<i>yes</i>
<i>Keith Tourtillott</i>	<i>yes</i>
<i>Eva Johnson</i>	<i>yes</i>

13. **Closed Session Pursuant to Wis. Stats. 19.85(1)(c): Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (a) Information Technology Director; and (b) Emergency Management Director.**

Motion by Keith Tourtillott to come out of closed session. Seconded by Eva Johnson. All in favor. Motion carried.

14. Open Session to record any Motions from Closed Session:

Motion by Keith Tourtillott to authorize Eva Johnson, Jeremy Weso and a third person to conduct an interview and possibly hire with the applicant for Information Technology Director. Seconded by Eva Johnson. All in favor. Motion carried.

15. Adjourn.

TOWN AGENDA

- 1. Community Input:** *None.*
- 2. Approval of Minutes: May 13, 2021:** *Motion by Keith Tourtillott to approve the Town portion of the minutes from May 13, 2021 as presented. Seconded by Eva Johnson . All in favor. Motion carried.*
- 1. Town Vouchers Payment Request:** *Motion by Eva Johnson to approve Town voucher 18 in the amount of \$ 6,270.06. Seconded by Keith Tourtillott. All in favor. Motion carried.*
- 2. Fireworks Donation Request.** *This item was decided on the county agenda. No donation funds are available in the Town.*
- 3. In coming revenue payments for Fire Department:** *Discussion. Jeremy Weso, explains to the committee, that fire chief Patrick Roberts complains about not knowing when payments are received for invoices or reimbursements. Finance Director, Lee Stoehr and Treasurer, Mary Beth Pecore, explained to the committee that a lot of times payments are received with no description of what or who the check is for. Committee feels that a procedure or something needs to be put in place, so that department head, Treasurer and Finance can better allocate incoming funds.*
- 4. Finance Report:** *Finance Director, Lee Stoehr submitted a report for the committee. The committee had no questions.*
- 5. Bartenders License Requests:** *Motion by Eva Johnson to approve bartenders' licenses 2021-13 and 2021-14. Seconded by Keith Tourtillott. All in favor. Motion carried.*
- 6. Adjourn.**