

# 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: Beth Moses, Keith Tourtillott, Gregg Malmstrom*

*Others Present: Laure Pecore, Tom Hoffman, Jeremy Weso, Mary Beth Pecore*

**DATE: June 27, 2023**

**TIME: 5pm**

**PLACE: Menominee County Board Room (lower level)**

### COUNTY AGENDA

- 1. Call to order, Roll call:** *Meeting called to order at 5:01 pm . Quorum present.*
- 2. Community Input:** *None.*
- 3. Approval of Minutes: 6-13-2023:** *Motion by Gregg Malmstrom to approve the minutes from 6-13-2023 as presented. Seconded by Keith Tourtillott. All in favor. Motion carried.*
- 4. HSD Voucher Payment Request:** *Motion by Keith Tourtillott to approve HSD vouchers 067 – 072 in the amount of 26,078.36. Seconded by Gregg Malmstrom. All in favor. Motion carried.*
- 5. County Voucher Payment Request:** *Motion by Keith Tourtillott to approve County vouchers 365-398 In the amount of \$166,899.48. Seconded by Gregg Malmstrom . All in favor. Motion carried.*
  - \*Motion by Keith Tourtillott to approve Dispatch voucher PS131 in the amount of \$532.57. Seconded by Gregg Malmstrom. All in favor. Motion carried.*
  - \*Motion by Keith Tourtillott to approve Medical Examiner voucher PS130 in the amount of \$223.00. Seconded by Gregg Malmstrom. All in favor. Motion carried.*
  - \*Motion by Keith Tourtillott approve Sheriff vouchers PS 132-137 in the amount of \$1,678.66. Seconded by Gregg Malmstrom. All in favor. Motion carried.*
- 6. Finance Directors Report:** *Finance Director, Kourtney Erickson submitted her report to the committee. She reported some concerns on receipting that is causing some issues when reconciling. Kourtney was not available for the meeting. Keith asked the Treasurer about the*

*concerns the finance director has in her report. Mary Beth Pecore said that the errors have been corrected. Keith asked that the Finance Director provide clarification in her next report about the situation.*

- 7. Treasurers Report:** *Treasurer, Mary Beth Pecore, submitted her report via email to the committee. Beth Moses suggested that going forward that the Treasurer's office be taken off the Personnel and Finance agenda, as she is already on the Board agenda as a standing item.*
- 8. 2023FY Budget Increase for Circle House in the amount of \$3,500:** *Motion by Keith Tourtillott to approve and forward the 2023FY budget increase for the Circle House in the amount of \$3,500 to the Full Board. Seconded by Gregg Malmstrom. All in favor. Motion carried.*
- 9. MITW Donation Request:** *Motion by Gregg Malmstrom to forward to the Full Board for discussion and action. Seconded by Keith Tourtillott. All in favor. Motion carried.*
- 10. Fireworks Donation Request:** *Monty is asking the committee to approve a donation in the amount of \$1,500. Motion by Keith Tourtillott to approve the donation request in the amount of \$1,500. Seconded by Gregg Malmstrom. All in favor. Motion carried.*

## **11. Adjourn.**

### **TOWN AGENDA**

- 1. Community Input:** *None.*
- 2. Approval of Minutes: 6-13-2023:** *Motion by Keith Tourtillott to approve the Town portion of the minutes from 6-13-2023. Seconded by Gregg Malmstrom. All in favor. Motion carried*
- 3. Town Vouchers Payment Request:** *Motion by Keith Tourtillott to approve Town vouchers 16-18 in the amount of \$197,972.17. Seconded by Gregg Malmstrom. All in favor. Motion carried.*
  - *Motion by Keith Tourtillott to approve Fire Dept vouchers FD054 – 056 in the amount of \$414.58. Seconded by Gregg Malmstrom. All in favor. Motion carried.*
- 4. Bartenders License Request:** *Clerk, Laure Pecore submitted a list of bartenders request in the meeting packet. She also had 4 additional request that were presented at the meeting. Motion by Keith Tourtillott to approve bartender's licenses 2023-11 thru 2023-30, with the exception of 2023-26 which is denied. Seconded by Gregg Malmstrom. All in favor. Motion carried.*
- 5. Town Finance Report:** *Finance Director, Kourtney Erickson submitted her report to the committee in the meeting packet. No changes or additions.*
- 6. Adjourn:** *5:30 pm.*