

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: Lona Tourtillott, Lee Stoehr, Shelley Williams, Jeremy Weso, Bruce Wilber, Shannon Wilber, Ruth Winter, Jennifer Gauthier, Dave Kristoff, Kristi Onesti, Nancy Crevier, Delsy Kakwitch and Laure Pecore-clerk.

DATE: November 12, 2020

TIME: 5:00 p.m.

PLACE: County Courthouse Board Room

The public may listen in using Zoom (see instructions below)

COUNTY AGENDA

- 1. Call to order, Roll call:** Meeting called to order at 5:00 pm. Quorum present.
- 2. Community Input.** None.
- 3. Approval of Minutes: October 27, 2020:** Motion by Keith Tourtillott to approve the county portion of the minutes from October 27, 2020 as presented. Seconded by Eva Johnson. All in favor. Motion carried.
- 4. HSD Voucher Payment Request.** Motion by Keith Tourtillott to approve HSD voucher payment request for vouchers 161-168 in the amount of \$241,987.19 Seconded by Eva Johnson. All in favor. Motion carried.
- 5. County Voucher Payment Request:** Motion by Eva Johnson to approve Manual check HWY 1027718 and #518 in the amount of 2,844.55 Seconded by Keith Tourtillott. All in favor. Motion carried. Motion by Eva Johnson to approve voucher #520 in the amount of \$4,682.45 Seconded by Keith Tourtillott. All in favor. Motion carried. Motion by Eva Johnson to approve voucher # 519 in the amount of \$2,838.72. Seconded by Keith Tourtillott. All in favor. Motion carried. Motion by Eva Johnson to approve vouchers 521 – 543 in the amount of \$25,160.95. Seconded by Keith Tourtillott. All in favor. Motion carried.
- 6. Building and Grounds Report:** None for this meeting. A double report will be presented at their next meeting.

7. **Routes to Recovery Grant:** Emergency Manager, Shelley Williams reviewed the grant status with the committee. The end date for the grant was extended to the 18th of November. All expenses must be submitted by November 17th.
8. **Liability Release for Volunteers- HSD:** No action was needed.
9. **Responsibilities for Volunteers-HSD:** No action was needed.
10. **2021 County Budget including the Management Assistance Grant.** Administrative Coordinator, Jeremy Weso submitted a report on where we are at in the budget process for the County and suggestions on how to make the budget balance.

COUNTY BUDGET SUMMARY

- All departments budgeted a 2.00% increase in wages effective January 1, 2021, consistent with our practice for the past six years. If the Committee intends to reduce this percentage or go with a fixed amount, the decision should be made sooner rather than later to limit the amount of adjustments we must make with the budget on the tail end.
 - The 2021 levy is projected at \$2,723,454 compared to \$2,761,268 in 2020. This represents a \$37,814 (1.37%) reduction. The levy can be increased if the County adds more debt to the levy, which we currently do not do.
 - The 2021 shared revenue is projected at \$451,256 compared to \$451,600 in 2020. This represents a \$344 (0.08%) decrease.
 - County sales tax revenues for 2021 are estimated at \$80,000. In FY2020, the County tax went into effect on April 1, 2020, and a total of \$57,261.86 was raised from April 16th through October 16th. Our estimate for FY2020 was \$60,000 and was based on 75% of the Wis. Department of Revenue's projection of \$80,000 for a full year. Since we lack historical experience with this new tax to base future projections on, we decided it best to remain with the Wis. Dept. of Revenue projection for one more cycle.
- Summary and Recommendations on the FY2021 County and Town Budget
Page 2
- The Management Assistance Grant funding level in 2021 is projected at \$563,200 compared to this year's \$563,200. This represents a \$0.00 (0.00%) change. This revenue benefits both County and Town.
 - 2021 total revenues less the levy are estimated at \$7,910,086 compared to \$8,362,507 in 2020. This represents a \$452,421 (5.41%) decrease.
 - 2021 total expenses are \$10,263,961 compared to \$10,854,225 in 2020. This represents a \$590,264 (5.44%) decrease.
 - Group Health Trust (GHT) informed us that it is projecting a 19% increase in healthcare premiums for 2021. Our claims-loss ratio was 128% from January through September, meaning that our claims outpaced our premium collections by 28%. Fortunately for us, GHT can only increase rates by 19% from year-to-year, unless we ordered up changes to our plan options. We asked our insurance broker, R&R Insurance, to shop the market and to provide us with alternatives. None of the competitors (WEA and Anthem) could match what GHT was offering unless we greatly increased deductibles for employees and reduced benefits to our employees. Accordingly, for budgeting purposes, we went with GHT at a 16.2% increase with modifications to our plan options. Under this proposal: (1) we will increase copays for ER visits from \$100 to \$300; (2) once the employer deductible is satisfied, employees will be responsible for 20% of medical expenses up to \$1,000 for single and \$2,000 for families; and (3) we are recommending the employee deductible be increased from \$400 to \$600 for single and \$800 to \$1,200 for family. This latter, or third recommendation, decreases the deductible amount the County must pay.
 - The Board will have to adopt a new resolution establishing compensation for the Board of

Supervisors for the next two years.

- The total of all requests as submitted equals \$10,070,340 compared to \$11,401,987 (\$11,471,325 as amended) in 2020; this represent a \$1,331,647 (11.68%) reduction. **We are \$259,869 over the levy, so we will need to reduce the requests, raise revenues (e.g., levy), and/or fill the gap using MAG funding. We discuss these options in greater detail below.**
- The total of all MAG requests equals \$714,337. This is \$151,137 more than is available in the MAG (\$563,200).

The committee discussed the proposed additions in staff and asked for the departments with the request be available at the next meeting to discuss the positions. Sheriff's department, Tech department and Land conservation.

11. Adjourn.

TOWN AGENDA

1. **Community Input.** None.
2. **Approval of Minutes: October 27, 2020.** Motion by Keith Tourtillott to approve the Town portion of the minutes from October 27, 2020 as presented. Seconded by Eva Johnson. All in favor. Motion carried.
3. **Town Vouchers Payment Request:** Motion by Eva Johnson to approve vouchers 55-56 in the amount of \$3,293.36. Seconded by Keith Tourtillott. All in favor. Motion carried.
4. **Bartenders License request:** Motion by Keith Tourtillott to approve bartenders license # 2020-10. Seconded by Eva Johnson. All in favor. Motion carried.
5. **2021 Town Budget including Management Assistance Grant:** Administrative Coordinator, Jeremy Weso submitted a report on the progress of the Town budget.

TOWN BUDGET SUMMARY

- The 2021 levy is projected at \$364,132 compared to \$361,166 in 2020. This represents a \$2,966 (0.82%) increase.
- The 2021 shared revenue is projected at \$192,420 compared to \$192,588 in 2020. This represents a \$168 (0.087%) decrease.
- 2021 total revenues less the levy is estimated at \$963,892 compared to \$986,391 in 2020. This represents a \$22,499 (2.28%) decrease.
- 2021 total expenses are estimated at \$1,352,024 compared to \$1,347,557 in 2020. This represents a \$4,467 (0.33%) increase.
- The Board will have to adopt a new resolution establishing compensation for the Board of Supervisors for the next two years.
- We are currently balanced.

The committee requested to have the Fire Chief/Medical Examiner at the next meeting to discuss increases in salary and fire department personnel increases. Next meeting is set for the 17th of November at 5:00 pm.

6. Adjourn.

Join Zoom Meeting

<https://zoom.us/j/92964770971?pwd=b1BJeHk1MINMSE9tNUhEN1Z4MVNIQT09>

Dial +1 312 626 6799 US (Chicago)

Meeting ID: 929 6477 0971

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