

Special Meeting of the Town of Menasha Board of Supervisors
Thursday, December 13, 2007
5:00 p.m.
Municipal Complex - Assembly Room

Minutes

1. CALL TO ORDER

Town Chair Arden Tews called the special meeting to order at 5:00 p.m.

Clerk Tweedie took roll call and present were Chairman Tews, Supervisor McQuillan, Supervisor Hanson, Supervisor McNamee and Supervisor Youngquist. Others present were Administrator Sturgell, Dir. of Finance Piergrossi, Clerk Tweedie, and Street Supt. Gallow.

2. NEW BUSINESS

a) 071213-1:SP Resolution Designating Official Authorized to Declare Official Intent Under Reimbursement Bond Regulations

MOTION: Youngquist/McNamee to approve designating the Finance Director/Treasurer and the Administrator with the authority to sign a Declaration of Official Intent under our reimbursement Bond regulations.

Finance Director Piergrossi explained the purpose of the document being; to give authority to the Finance Director and the Administrator to purchase items now with the intent to use borrowed funds, and with the intent of reimbursing later with borrowed funds. It would avoid having to come back to the Town Board each time for approval of an item. The Town Board will still be approving the actual borrowing, the same as in the past.

Board members discussed purchase of land, and the high efficiency street sweeper. Finance Director Piergrossi explained the monies would be taken from the Capital Project Fund. If at year end that Fund was at a negative balance, the General Operations would borrow over to the Capital Project Fund. She explained the declaration would be for an indefinite time and could be used for anything or any project.

Board members expressed concern with the control the signers would have under this authority, and questioned the unlimited ways in which to purchase items with future borrowings. Finance Director Piergrossi assured that with authorization, she, as well as the Administrator, would always seek prior approval from the Board before purchasing. Finance Director Piergrossi added there would have already been pre-approval on the purchase of items due to previous adoption of the budget. Discussion ensued about what to spend the money on and Finance Director Piergrossi stated the document could be modified to a specific project or item if desired.

Other questions were posed about expending funds we may not have, but Director Piergrossi explained that by knowing all general cash flow, she would not spend money the Town did not have and reminded the board she would need authority to spend funds by this declaration. It was suggested if the Board would chose to, they could amend this resolution or use a resolution for a specific purchase.

Supervisor McQuillan expressed uneasiness with using the Intent to Borrow Resolution for anything other than the street sweeper. She stated she would like to have an end date placed on the document. Street Superintendent Gallow made comments and reiterated that this document would expedite purchases.

MOTION: McQuillan/Hanson to amend the sentence in; *Section 5. Effective Date. This Resolution shall take effect immediately upon its adoption and approval*, and add the words, "and expire December 31, 2007". On the amendment, motion carried unanimously.

After discussion, MOTION: McQuillan/Hanson to amend and delete the expiration date of December 31, 2007 and replace with the wording, "...and expire January 31, 2008". On the amendment, motion carried unanimously. On the main motion, motion carried.

For the record, Supervisor McNamee wants to revisit this issue.

b) 071213-2:SP Purchase High Efficiency Street Sweeper

MOTION: McNamee/McQuillan to approve the purchase from Bruce Municipal Equipment in the total amount of \$179,000. Motion carried.

3. MOTIONS BY SUPERVISORS

At 5:30 p.m., MOTION: McQuillan/Hanson to convene into closed session pursuant to WI 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 exercise responsibility, specifically to discuss non-represented employees pay plan and wages. On roll call, motion carried unanimously.

At 5:33 p.m., Chairman Tews called the meeting to order. Present were Chairman Tews, Supervisors McQuillan, Hanson, McNamee, Youngquist, and Administrator Sturgell.

Discussed were non-represented employees' pay plans and wages. Administrator Sturgell had left the meeting at 7:30 p.m.

At 7:47 p.m., MOTION: Hanson/Youngquist pursuant to 19.85(2) of the WI Stats. the Town Board reconvened into open session.

a) 071213-3:SP Adopt Non-Represented Employees 2008 Pay Plan and Wages

No action was taken.

4. ADJOURNMENT

At 7:49 p.m., MOTION: Hanson/Youngquist to adjourn. Motion carried.

Respectfully submitted,

Karen J. Tweedie, Town Clerk