

Finance Committee Meeting

Monday, February 14, 2022
5:00 p.m.

Members Present: Orv Damrau, Steve Fritz, Ross Ballard, Adam Raabe

Others Present: Tom Davies, Dan Ault, Julia Mann, Karen Swanson, Steve Kunst, Steve Schaut, Dominique Swangstu, Al Tessmann

1. Mr. Damrau called the meeting to order at 5:15 p.m.
2. MINUTES
 - ✓ **Mr. Ballard moved to approve the minutes of the meeting of January 17, 2022 as printed. Mr. Fritz seconded and the motion carried.**
3. PERSONS WISHING TO ADDRESS THE COMMITTEE
None.
4. VOUCHERS
 - ✓ **Mr. Raabe moved to approve the vouchers as listed. Mr. Ballard seconded and the motion carried.**
5. BARTENER LICENSES
Madalyn Kolstad was present to explain the inconsistencies between her bartender license application and the police department records check. She stated that she thought the violation went off of her record after she paid the fine.
 - ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Raabe moved to approve a bartender license for Madalyn Kolstad. Mr. Fritz seconded and the motion carried.**
6. "CLASS B" COMBINATION ALCOHOL BEVERAGE RETAIL LICENSE – MAMA ELDA'S LLC, AGENT BRIGITTE M. BENITEZ VARGAS, MAMA ELDA'S BAKERY & RESTAURANT – 1828 PLOVER RD, PLOVER, WI
The Committee reviewed the Clerk's memo outlining the request for a "Class B" Combination Alcohol Beverage Retail license at Mama Elda's Bakery & Restaurant located at 1828 Plover Rd., copy attached.
 - ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Ballard moved to approve a regular "Class B" Combination Alcohol Beverage Retail License to Mama Elda's LLC, Agent Brigitte M. Benitez Vargas for Mama Elda's Bakery & Restaurant at 1828 Plover Rd., Plover, WI. Mr. Raabe seconded and the motion carried.**
7. "CLASS B" ALCOHOL BEVERAGE RETAIL LICENSE – BACKCOUNTRY BREWING COMPANY LLC, AGENT DANA K. LARSON, BACKCOUNTRY BREWING COMPANY – 3252 MECCA DR., PLOVER WI
The Committee reviewed the Clerk's memo outlining the request for a "Class B" Alcohol Beverage Retail license for Backcountry Brewing Co. located at 3252 Mecca Dr. She explained that they are not pursuing a brewery license for the state at this time and would like to serve liquor to their patrons.
 - ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Ballard moved to approve a regular "Class B" Alcohol Beverage Retail license for Backcountry Brewing Company LLC, Agent Dana K. Larson for Backcountry Brewing Company at 3252 Mecca Dr., Plover, WI. Mr. Raabe seconded and the motion carried.**

8. BACKUP SERVER SYSTEM UPGRADE

Ms. Mann referred to her memo outlining the need for a backup server system and the associated costs, copy attached. Mr. Schaut explained that the Village currently does not have the storage capacity for the amount of data that needs to be backed up. He discussed the proposed Barracuda system and the unlimited Cloud Storage. Mr. Ault stated that this is considered critical infrastructure and eligible to be paid for with ARPA funds. Discussion occurred regarding future budgeting for continuous upgrades.

- ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Ballard moved to accept the recommendation from staff and approve the purchase of the Barracuda Backup Server and related items at a cost of \$37,836.62 to be paid for with ARPA funds. Mr. Raabe seconded and the motion carried.**

9. AMENDMENTS TO THE 2021 GENERAL FUND BUDGET

Ms. Mann referred to the proposed Resolution amending the 2021 General Fund Budget, copy attached. She explained that the Village realized a \$99,030 increase in revenue and a \$104,411 decrease in expenses for a net increase in revenue of \$203,441. She reviewed the future projects to which it was assigned.

- ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Fritz moved to approve the amendments to the 2021 General Fund Budget as presented. Mr. Raabe seconded and the motion carried.**

10. PHONE SYSTEM UPGRADE

Mr. Ault referred to the phone system upgrade material provided by Unitel, copy attached. He explained that the new phone system is critical and will improve reliability and streamline where calls are directed.

- ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Raabe moved to approve the phone system upgrade to Switchvox through Unitel in the amount of \$41,940. Mr. Fritz seconded and the motion carried.**

11. REPORTS**a. Treasurer**

Ms. Mann reported on the following:

1. Office staff has been busy training on the Workhorse to Caselle software conversion.
2. She discussed the new payroll system.
3. Invoice Cloud will be opening up on March 24 whereby online payments will be able to be made.

- ✓ **Mr. Raabe moved to accept the Treasurer's report as presented. Mr. Fritz seconded and the motion carried.**

12. Mr. Ballard moved to adjourn at 5:50 p.m. Mr. Fritz seconded and the motion carried.

Karen Swanson, Village Clerk