

Finance Committee Meeting

Monday, March 14, 2022

5:00 p.m.

Members Present: Orv Damrau, Steve Fritz, Ross Ballard

Members Absent: Adam Raabe

Others Present: Tom Davies via video, Dan Ault, Julia Mann, Steve Kunst, Karen Swanson, Steve Schaut, Gary Wolf, Al Tessmann

1. Mr. Damrau called the meeting to order at 5:00 p.m.
2. MINUTES
 - ✓ **Mr. Fritz moved to approve the minutes of the meeting of February 14, 2022 as printed. Mr. Ballard seconded and the motion carried.**
3. PERSONS WISHING TO ADDRESS THE COMMITTEE
None.
4. VOUCHERS
 - ✓ **Mr. Ballard moved to approve the vouchers as listed. Mr. Fritz seconded and the motion carried.**
5. CLASS "B" FERMENTED MALT BEVERAGE RETAIL LICENSE – O'SO BREWING COMPANY, AGENT MARC BUTTERA, O'SO BREWING CO. – 1800 PLOVER RD., PLOVER, WI
The Committee reviewed the Clerk's memo and O'so Brewing Company's application for a Class "B" Fermented Malt Beverage Retail license, copy attached. Marc Buttera explained that he is waiting for federal approval to become a brew pub, which should be the end of this week. A requirement of a brewpub establishment, is that they obtain a Class "B" fermented malt beverage license from the municipality.
 - ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Ballard moved to approve a Class "B" Fermented Malt Beverage Retail License to O'so Brewing Company, Agent Marc Buttera, for O'so Brewing Co., at 1800 Plover Rd., Plover, WI contingent upon federal approval as a brew pub establishment. Mr. Fritz seconded and the motion carried.**
6. OFFICE 365 & EMAIL MIGRATION
Mr. Schaut referred to his memo, copy attached, explaining the need for an email system upgrade. He discussed the benefits of the upgrade and stated that the proposed cost of migration is \$12,950 and recommends that it be covered by ARPA funds.
 - ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Fritz moved to approve the Office 365 and Email Migration proposal in the amount of \$12,950 to be covered by ARPA funds. Mr. Ballard seconded and the motion carried.**
7. COPIER MACHINE QUOTES
Ms. Mann referred to her memo, copy attached, explaining the need to replace four existing copy machines. She referred to two quotes for the purchase of Kyocera brands in the amount of \$25,516.61 and Canon brands in the amount of \$28,943.69. She stated that Canon is the industry standard and having all four machines under one service contract gives us a better price. Ms. Mann recommends the purchase of four Canon copy machines and that the cost be covered by ARPA funds.
 - ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Ballard moved to approve the proposal for four Canon copier machines in the amount of \$28,943.69 to be covered by ARPA funds. Mr. Fritz seconded and the motion carried.**

8. REPORTS

a. Treasurer

Ms. Mann presented her Treasurer's report, copy attached. Mr. Ault commended Ms. Mann on the auditor's findings of the implementation of the suggested improvements made to the accounting processes.

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

9. Mr. Fritz moved to adjourn at 5:21 p.m. Mr. Ballard seconded and the motion carried.

Karen Swanson, Village Clerk