

**VILLAGE OF FONTANA ON GENEVA LAKE  
WALWORTH COUNTY, WISCONSIN**

**(Official Minutes)**

**Finance Committee Meeting**

April 26, 2012

The Finance Committee meeting was called to order at 6:00 pm on Thursday, April 26, 2012 by village Clerk Dennis Martin.

**Members Present:** Scott Vilona, Jim Feeney, Rick McCue, Michael Sheyker, Drew Gilchrist

**Members Absent:** Trustee Pat Kenny, Arlene Patek

**Also Present:** Kelly Hayden, Village Clerk Dennis Martin, Trustee Rick Pappas

**Elect Chairman Pro Tem**

Gilchrist/Sheyker 2<sup>nd</sup> made a MOTION to elect Rick McCue as the chairman pro tem to run the meeting in the absence of Trustee Kenny, and the MOTION carried without negative vote.

**General Business**

**Approve Minutes for Meeting Held February 27, 2012 and March 20, 2012**

Sheyker/Vilona 2<sup>nd</sup> made a MOTION to approve the minutes as submitted for the February 27, 2012 and March 20, 2012 meetings, and the MOTION carried without negative vote.

**Monthly Review Items**

Hayden stated that she has not yet closed the month and she will email out the bank reports in the next few days. Hayden stated that the room tax and payroll reports were sent out. Sheyker stated that he reviewed the current payables and did not have any concerns.

**Bids Received for Village IT Service Provider**

Hayden stated that Village Board directed staff to seek bids for the computer IT services from the three firms that submitted bids last year: Nyquist Engineering, Util-IT and BTO. Hayden stated that the Village Board voted to switch service providers last year to Nyquist Engineering based on the low bid; however, due to the library monitoring not being offered for free and other problems with the library, police department, municipal court and Village Hall systems, the cost is actually running about the same as it was for Util-It, the previous service provider. Hayden stated that the current one-year contract was signed on May 4, 2011; however, Nyquist did not take over and start getting paid on the contract until July 1, 2011. Hayden stated that Nyquist has again submitted the low bid; however, as well as the cost overruns, there has been a lot of down time with the computer systems this past year. Sheyker asked for clarification on the BTO "Help Desk" option, which calls for a flat rate monthly charge of \$2,545 for monitoring and assistance, unless a technician has to make a site visit at \$115 per hour. Hayden stated that most of the computer monitoring and technical assistance tasks can be done remotely by BTO. In response to another question, Hayden stated that BTO has offered to complete the transition work as part of the first month flat fee. Vilona stated that with the service factors and problems that the Village has encountered this past year with the current provider taken into consideration, the village should approve the bid of BTO. Sheyker stated that the Util-IT base bid is lower than BTO, but it is not a flat rate and the village would be charged \$140 an hour for any technician assistance, whether over the phone or onsite. Sheyker stated that the BTO bid basically includes seven prepaid hours of technical assistance per month.

Vilona/Sheyker 2<sup>nd</sup> made a MOTION to recommend Village Board approval of the bid submitted by BTO with the Help Desk option to provide computer IT services, and the MOTION carried without negative vote.

**Updates on 2012 Utility Budget and Sewer & Utility Rate Increases**

Hayden stated that the Village Board has not yet acted on the 2012 Utility Budget or the proposed sewer rate increase because the Public Works Committee recommendation has not yet been presented. Hayden stated that both items are scheduled to be considered by the Village Board at its monthly meeting scheduled for Monday, May 7, 2012. Hayden stated that the PFC report has been filed for the proposed simplified water rate increase, which is scheduled to be on the September 2012 bills.

**Next Meeting Date**

The next meeting date was scheduled for Thursday, May 24, 2012 beginning at 6:00 pm.

**Adjournment**

Gilchrist/McCue 2<sup>nd</sup> made a MOTION to adjourn the meeting at 6:37 pm, and the motion carried without negative vote.

Minutes prepared by: Dennis L. Martin, village clerk

Note: These minutes are subject to further editing. Once approved by the Finance Committee, the official minutes will be kept on file at the Village Hall.

APPROVED: 5/24/12