



Village Board Meeting
Monday, February 21, 2022
6:30 pm

LOCATION OF MEETING: 96 RUSSELL DRIVE

Agenda

1. Call to Order, Roll Call.
 2. Pledge of Allegiance.
 3. Approval of February 7, 2022, Village Board Minutes.
 4. Public Comments.
 5. Old Business:
 6. New Business:
 - a. Discuss and Possible Action Regarding Contracting with Pros4Technology for IT Services.
 - b. Dan Weiss of 67 East Shore Drive Requesting a Reduction in the Sewer Meter Charge for 1st Quarter of 2022 due to a Water Pipe Break in the Home in January.
 - c. Discuss and Possible Action Regarding the Village Sign on Carroll Street.
 - d. Discuss and Possible Action Regarding Request from Random Lake Association on August 20, 2022, for the Bob McDermott Boat Parade.
 - e. Discuss and Possible Action to Set Open Book and Board of Review Dates, Committee and Processes.
 7. Review of Vouchers and Checks: General Fund \$29,215.60; TID #3 \$0.00; TID #4 \$0.00; Water Fund \$5,668.81; Sewer Fund \$2,732.43; Payroll \$13,653.29
 8. Staff and committee reports:
 - a. Clerk/Treasurer
 - b. Public Works
 - c. Committees
 - d. President
 9. Adjourn to closed session pursuant to Wis. 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 exercises responsibility (Public Works & Clerk's Office).
- Village Board to Reconvene to Open Session Pursuant to SS. 19.85(2)**
10. Possible action on closed session matters
 11. Adjourn.

Items on the Agenda may be taken out of order as listed.

WI Open Meeting Law (Wis. Stat. 19.83(2) and 19.84(2)) In general, the open meetings law grants citizens the right to attend and observe open session meetings of governmental bodies, but does not require a governmental body to allow members of the public to speak or actively participate in the body's meeting. A governmental body is free to determine for itself whether and to what extent it will allow citizen participation at its meetings.



Village Board Meeting Minutes
February 7, 2022

1. Call to Order, Roll Call: President Mike San Felippo called the meeting to order at 6:30 pm. Trustees present included Mark Bichler, Mike San Felippo, and Blaine Werner. Trustees attending virtually were Elizabeth Manian, Barbara Ruege, and Eric Stowell. For additional in-person attendees see attached sign-in sheet. Additional virtual attendees included Staci Schlecthermann and Clerk/Treasurer Jo Ann Lesser.
2. Pledge of Allegiance: All attendees stood to recite the Pledge of Allegiance.
3. Approval of January 17, 2022 Village Board Minutes and Special Board Meeting Minutes January 27, 2022 & February 3, 2022: Trustee Werner made a motion to approve the January 17, 2022, January 27, 2022 and the February 3, 2022 meeting minutes. Trustee Ruege seconded the motion. Motion carried, 7-0.
4. Public Comments: Blaine Werner explained why the flags in the village were at half-staff. It was to honor Dan Schwab a Random Lake Volunteer Fire Fighter who recently passed away.
5. Old Business: None
6. New Business:
 - a. Consider and Act on Contracting with Operation & Management Services to Provide Certified Operator Services for Random Lake Waterworks at \$1,000 per Month: President San Felippo explained that Joe Huiras held the license for operating the water system and now that he is no longer working for the village there is a need to have someone certified. The village can hire Operation & Management Services for \$1,000 per month, this is in addition to the services the company is already providing to the village. Trustee Werner made a motion to approve the contract of hiring Operation & Management Services for \$1,000 per month to oversee the water system. Trustee Manian seconded the motion. Motion carried, 7-0.
 - b. Consider and Act on Contract with Kapur to Provide Construction Management and Inspection Services for the Woodland View Subdivision at \$24,608: President San Felippo explained that Dorner will be starting the week of February 20th and should be done by end of May or early June. This contract will be for on site supervision during the construction of the water and sewer installation by Scholler Development. Trustee Bichler made a motion to approve the contract with Kapur for construction management services in the amount of \$24,608. Trustee Ruege seconded the motion. Motion carried, 7-0.
 - c. Consider and Act on Resolution 2022-01 Authorizing the Village of Random Lake to Direct Charge Public Fire Protection: President San Felippo explained that this process came up during Trustee Werner made a motion to approve resolution 2022-01 direct charging for public fire protection. Trustee Wallenkamp seconded the motion. Motion carried, 7-0.
 - d. Consider and Act on Resolution 2022-02 Setting the Tax Equivalent at a Fixed Amount Payable to the Village of Random Lake by Random Lake Municipal Water Utility: President San Felippo explained that each year within the budget there is a revenue that the utility pays to the village, it's been \$50,000 but after the audit it gets adjusted to \$70,000 so this year the budget was adjusted and the resolution is just making it permanent. Trustee Bichler made a motion to approve resolution 2022-02 setting the tax equivalent at a fixed amount payable to the village from the utility. Trustee Manian seconded the motion. Motion carried, 7-0.

- e. Consider and Act on Resolution 2022-03 Recommendation of Changes to Village Fee Schedule: Trustee Bichler explained the changes made by the finance committee. Trustee Bichler made a motion to approve resolution 2022-03 setting the fee schedule to be active as of March 1, 2022. Trustee Wallenkamp seconded the motion. Motion carried, 7-0.
 - f. Consider and Act on Waiving the Park Pavilion Rental Fee for the Random Lake Association on July 9, 2022: Trustee Ruege made a motion to approve waiving the rental fee for the Random Lake Association on July 9, 2022. Trustee Manian seconded the motion. Motion carried, 7-0.
7. Consent Agenda – items within the consent agenda can be considered individually if the Village Board chooses to do so:
- a. Review of Vouchers and Checks: General Fund \$60,507.38; TID #3 \$579.00; TID #4 \$525.00; Water Fund \$13,728.84; Sewer Fund \$13,531.40; Payroll \$24,300.34
 - b. Sheboygan County Sheriff's Monthly Report: December 2021

Trustee Werner made a motion to approve the consent agenda. Trustee Ruege seconded the motion. Motion carried, 7-0.

8. Staff and committee reports:

- a. Clerk/Treasurer: Lesser reported that the office is currently working on a few open records requests, tax collection ended, auditor's will be in next week.
 - b. Director of Public Works: President San Felippo reported that the crew is working on drying sludge, doing some shop work, working on logs for the equipment. Chris Kolb will be out next week for training.
 - c. Committees: Werner explained that Random Lake Association received a grant to help clean up the lake.
 - d. President: President San Felippo stated that he received and accepted Joe Huiras' letter of resignation, if anyone calls wanting to know the reason, they should contact Joe.
9. President San Felippo read the following statement: Adjourn to closed session pursuant to Wis. 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 exercises responsibility (Public Works): Trustee Wallenkamp made a motion to enter closed session at 7:04 pm. Trustee Ruege seconded the motion. Trustee Bichler; aye Trustee Manian; aye Trustee Ruege; aye Trustee San Felippo; aye Trustee Stowell; aye Trustee Wallenkamp; aye Trustee Werner; aye Motion carried by unanimous voice vote.

Trustee Wallenkamp made a motion to reconvene to open session at 8:40 pm. Trustee Stowell seconded the motion. Motion carried, 7-0.

10. Possible action on closed session matters: Trustee Wallenkamp made a motion to hire Dan Klotz at \$30 an hour on a as needed basis for administrative work regarding public works, a 50 cent raise plus back pay for the last two weeks for Chris Kolb and to advertise the Public Works Director and Laborer positions on Indeed, League of Wisconsin Municipalities, and Rural Water. Trustee Ruege seconded the motion. Motion carried, 7-0.
11. Adjournment: The meeting adjourned at 8:42 pm.

Respectfully submitted,

Jo Ann Lesser, CMC, WCMC

Clerk/Treasurer



**818 East Clifford Street
Plymouth, WI 53073
920-400-1279**

**PROPOSAL TO PROVIDE
MANAGED IT SERVICES**

**Prepared For
Village of Random Lake**

February 8, 2022

**By:
Bill Prusow
Pros 4 Technology, Inc.
www.pros4technology.com**



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Summary of Issues

- No Backups of Server Currently Working at All !!!
- Unsupported Operating System on Desktop Computer
- Not Meeting Open Record Law Requirements with Email
- Need to move to a .Gov Email vs .Com
- Using a Federally Banned Anti-Virus Program
- Consumer Grade Router/Firewall
- Flat Wireless Network Setup
- No Server and Workstation Monitoring
- No Security Structure in Place
- No Regular Maintenance Being Done



Managed IT Services Plan Options - Village of Random Lake

Plan Description	Premium	Security Plus
Unlimited Time Included for Service Tickets & Maintenance Business Hours: Monday – Friday, 7:30 a.m. – 5:00 p.m.	✓	✓
Remote Emergency Response Time 30 Minutes or Less	✓	✓
On-Site Emergency Response Time Within 2 Business Hours	✓	✓
Regular Scheduled On-Site Tech Maintenance Visits	✓	✓
Remote Server Monitoring and Management <ul style="list-style-type: none"> ✓ Server stability and performance ✓ Daily backup monitoring ✓ Monitoring for down/offline devices ✓ Server Maintenance 	✓	✓
Workstation Monitoring - Stability and Performance	✓	✓
Manage Microsoft Updates and Microsoft Security Patches	✓	✓
Manage Network Equipment Updates and Security Patches	✓	✓
Security Endpoint Bitdefender Protection for Workstations & Servers	✓	
Router Firewall Management and Updates	✓	✓
Daily Monitored Onsite Server Image Backups (30 Days of revisions)	✓	✓
Daily Monitored Offsite Server Image Backups (30 Days of revisions) & Water PC	✓	✓
Auto Elevate Security Software for All Workstations	✓	✓
Strategic Planning for New Technology	✓	✓
Vendor Liaison, ISP, VoIP, Managed Print, Software Provider	✓	✓
Network Documentation & Password Access Control/Logging	✓	✓
Manage Software Licenses – Assist in Microsoft Audits	✓	✓
Network Equipment Programming Backups	✓	✓
Monitor Workstation & Server Aging	✓	✓
Employee New Hire and Termination - IT Management	✓	✓
Manage Hosted Email - Office 365	✓	✓
Software Installation and Upgrades	✓	✓
Installation of New Computers & Data Transfers	✓	✓
Loaner Server Available If Needed	✓	✓
Loaner Network Equipment If Needed	✓	✓
Technology Business Reviews and Budget Planning	✓	✓
Recycling and Properly Disposing of Old Equipment	✓	✓
Security Awareness Training for Employees	✓	✓
Dark Web Password Monitoring	✓	✓
Saves Money on Cybersecurity Insurance and Some Require It!		✓
Logging Security Information Event Management (SIEM)		✓
Endpoint Detection & Response (EDR) by CYBEREASON		✓
Next Generation CYBEREASON AV		✓
SIEM, EDR, and NGAV Monitored 24/365 by our SOC		✓
Annual Agreement Billed Per Month	\$698.00	\$887.00

Above Quoted Monthly Rates Will Stay the Same During the 2 Year Period Unless You Exceed 3 Network Computers, 1 Server with 2 VM's and 1 Router. Also, 1 Computer and 1 Router at Water Department. 7 Chromebooks for Board Use.



Hardware and Implementation

Must Provide Licenses for Current Server Operating System and Server User Licenses.

Required NAS Backup Drive Backup for Server

QNAP (2 x 4 TB Hard Drives) Mirrored Total 4 TB Storage **\$579.00**

Required Network Equipment

ZyXel VPN 100 Business Class Router (Main Office) **\$599.00**

ZyXel VPN 100 Business Class Router (Water Department) **\$599.00**

ZyXel 24 Port Poe Switch **\$589.00**

2 - ZyXel Wireless Access Points (1 Office and 1 Board Room) **\$495.00**

Wiring for Access Points TBD

Note: Current Server should be replaced in 2023 or Sooner if Budget Allows

Labor: Implement New Network **\$1,975.00**

Setup Network Security from Scratch, Setup Router/Firewall, Setup, Configure Offsite/Onsite Backups, Configure Anti-Virus. Install Management Software on Desktops and Servers. Setup Router and backup at Water Department. Setup New Computer You Purchased Already.

Total for Server, Network Hardware, and Network Labor	\$4,836.00*
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Terms: Hardware will be billed before ordering. Labor will be billed after completion. Sales tax will be added. **

***All Prices Subject to Change. Payment Terms: All Equipment Orders Require Prior Payment Before Ordering.**



Office 365

Move from Current Email to Office 365

Office 365 Business Standard – 4 Computers (\$12.50 x 4 users) \$50.00 Per Month

This includes all newest versions of Microsoft Office with desktop version of Office (Outlook, Word, Excel, Publisher, and Power Point) and Hosted Exchange Online. 1 TB file storage & sharing, HD Microsoft Teams video conferencing. This will be billed monthly but requires a 1-year commitment annually. License requires each to have your own because you have different email addresses. You can each install Office on 5 devices you use with that email address (Computer, Laptop, Phone, Tablet)

Office 365 Essentials – Board Members (\$6.00 Per Mailbox x 7) \$42.00 Per Month

Business Class Email and the Web Version of Office
For Board Member Computers

*Both plans are billed per month but require a 1 year renewing commitment with Microsoft.



Dropsuite Backup & Email Archiving – Required to Meet Open Record Law

\$4.00 Per Mailbox

With Dropsuite Business Backup for G-Suite, customer data is kept safe and in compliance with regulatory requirements that include GDPR, HIPAA, SOC, and more, through military-grade encryption that protects data at rest and in transit. Dropsuite helps to close the data protection gaps in G-Suite. With this service, all emails are Securely backed up, professionally archived and Searchable, and Discoverable.

Customers are covered in the event of a legal motion to hold a set of email records, or when a third-party regulator requests to access emails in the case of a compliance audit. Emails, attachments, calendar, tasks, and related files are archived using envelope journaling, ensuring all assets are stored without fail. Dropsuite customers feel confident knowing their company's emails are archived securely and are readily available should the need arise.

Business Backup includes:

G-Suite Backup- can be one of the largest data sources of any G-Suite environment. Emails, attachments, and related data can be massive in terms of file size. Because Dropsuite provides unlimited storage and the option for unlimited restore you will never need to worry about running out of storage. Set up automated backups to occur several times a day, and because only modified files are backed up, speed is maximized.

Google Docs - Backup Google Docs files to ensure all your business digital assets are safe from harm. Maintain complete copies of critical business digital assets to ensure protection from hackers, encryption malware, accidental deletion and more.

Groups backup - G-Suite Groups backup is included with Dropsuite Backup for G-Suite. Groups is a powerful tool for creating sets of members and shared resources for collaboration and project management, such as people working on a project together who need to share Outlook inboxes, calendars, file libraries, documents, notes, calendars and much more. A Group doesn't have to have a Team, but every Team has a Group.

Calendars, Tasks, and Attachment backup - Calendars, Contacts and Tasks are also included in G-Suite backup by Dropsuite. These G-Suite data sets are the often forgotten or overlooked and can lead to significant data protection gaps. Because these files contain critical business information they are just as necessary to protect. This is especially true given the ever increasing regulations regarding privacy and security of contact information. Dropsuite includes all these files as part of the G-Suite backup to ensure your calendar, contact and task data is safe, protected, and secure.



Jo Ann Lesser <clerktreasurer@randomlakewi.com>

Water Usage

1 message

Karen Weiss <plumbum12@hotmail.com>

Fri, Feb 18, 2022 at 3:12 PM

To: "clerktreasurer@randomlakewi.com" <clerktreasurer@randomlakewi.com>

In October of 2021 we left Random Lake for our home in Gilbert AZ for six months. Prior to our departure we shut down and drained all the water in the house except to the Boiler.

Beginning in December we obviously developed a leak in our hot water heating system. The end of January we were notified by our neighbor that she saw water running down the insides of our house windows. After contacting a relative who came into the house, we discovered that a heating system connection failed and was leaking massive amounts of hot water into the house. The entire house was filled with steam and dripping water from the ceilings. Most of the first floor was covered in about an inch of water.

We have contacted the Village of Random Lake regarding the amount of water that was lost. The Village Clerk has reported that we used 3000 gallons of water in December and 23000 gallons in January. Because we had the water to the house shut down we are requesting that you consider dropping the sewer tax on our bill. None of that water went into the sewer. The Village Clerk told us that our water bills in December, January and February in previous years was 0. We were definitely hoping for the same this year.

Please consider our request on the matter of the sewer tax.

Thank You,

Karen and Dan Weiss

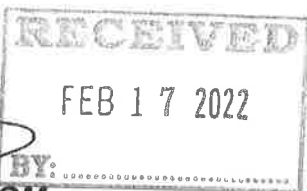
67 East Shore Drive

Random Lake, WI 53075

Please confirm receipt of this letter.

Sent from Mail for Windows

Village Of



**Resident
Agreement for Rental
LAKEVIEW PARK PAVILION
Random Lake, Wisconsin**

It is hereby agreed that for the payment of \$50.00 rental fee and \$50.00 facilities retaining fee from Random Lake Assoc. (renter) shall be entitled to exclusive use of the Lakeview Park Pavilion and four (4) picnic tables on Aug. 20, 2022 (date). This does not include exclusive use of the restroom portion of the building.

The rental period shall end at 9:00 P.M. One check of \$100 made out to the Village of Random Lake must accompany this signed agreement for pavilion to be reserved in your name.

A \$50.00 retaining fee will be returned to the Renter, if clean up is **not** required by the Parks Department. The Renter also agrees to dispose of trash and recyclables properly prior to vacating the pavilion and to abide by the rules noted in the pavilion rental policy.

Per Village of Random Lake Municipal Code Section 26-1, Renter is subject to a fine if any damage is done to the pavilion. Renter also agrees that repair costs for any damage done to the pavilion during renter's occupancy shall be the sole responsibility of the renter. Cancellation of rental forfeits the rental fee.

Parking Fee: \$5.00 per vehicle when an attendant is present

Printed Name: Lois McHenry (RLA Secretary)
Address: 97 Evergreen Dr.
City, State, Zip Code: Random Lake, WI 53075
Telephone Number: (920) 946-4737

Bob McDermott Boat Parade

Signatures:

[Signature]
Clerk/Treasurer
Village of Random Lake

Lois McHenry
Signature of Renter

2-17-2022
Date

Payment/Security Deposit: \$ 100.00 Check #: _____

Return a check in the amount of \$100.00 along with signed Agreement to the address listed below.

**96 Russell Drive, P.O. Box 344, Random Lake, WI 53075
Telephone: (920) 994-4852 Facsimile: (920) 994-2390**

2/18/2022 2:19 PM

In Progress Checks - Quick Report - ALL

Page: 1

ALL Checks by Payee

ACCT

POOLED CHECKING (COLLINS)

Dated From: 2/22/2022

From Account:

Thru: 2/28/2022

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	2/22/2022	Aurora Health Care Account #: 600007341	27.00
	2/22/2022	Bellin Health Account ID: 2634069	85.00
	2/22/2022	BUELOW VETTER BUIKEMA OLSON & VLIET LLC JAN LEGAL SERVICES	720.00
	2/22/2022	CARDMEMBER SERVICES	2,183.34
	2/22/2022	ENERGENECS Customer #: RAN006	320.00
Manual Check	2/24/2022	ETF HEALTH VILLAGE	11,792.84
	2/22/2022	LEAGUE OF WISCONSIN MUNICIPALITIES ID #: 10431	50.00
Manual Check	2/28/2022	MY TAX ACCT-WDOR 036-0000509187-02	1,204.97
	2/22/2022	ONWARD ACCOUNTING & CONSULTING LLC PARTIAL BILLING-WATER RATE INCREASE APP	3,900.00
	2/22/2022	SHEBOYGAN COUNTY TREASURER Customer #: 60028	1,968.75
	2/22/2022	Transcat, Inc. Customer #: 1/0000580360	217.08
	2/22/2022	USA BLUE BOOK Customer #: 929236	1,699.27
	2/22/2022	WM CORPORATE SERVICES INC 64 GAL CART SERVICE	7,848.69
Manual Check	2/28/2022	WRS - ACH Employer ID: 0441000	5,599.90
		Grand Total	37,616.84

2/18/2022 2:19 PM

In Progress Checks - Quick Report - ALL

Page: 2

ALL Checks by Payee

ACCT

POOLED CHECKING (COLLINS)

Dated From: 2/22/2022

From Account:

Thru: 2/28/2022

Thru Account:

Amount

Total Expenditure from Fund # 100 - GENERAL FUND	29,215.60
Total Expenditure from Fund # 600 - WATER FUND	5,668.81
Total Expenditure from Fund # 660 - WASTEWATER FUND	2,732.43
Total Expenditure from all Funds	37,616.84

2/18/2022 2:21 PM

Reprint Payroll Register Quick
All Employees

Page: 1
PAYRL

Check Date From: 2/08/2022
Thru: 2/21/2022

From Dept:
Thru Dept:

Name / Chk	Beg	End Dates	Check Nbr	Hours	Earnings	Deductions	Net Pay
WILLIAMSON, JACOB N 2/10/2022	1/23/2022	2/05/2022	31348	88.00	1,843.84	547.80	1,296.04
BECK, KAITLIN 2/10/2022	1/23/2022	2/05/2022	V1045	9.25	87.88	6.72	81.16
GUTERMANN, REBECCA D 2/10/2022	1/23/2022	2/05/2022	V1046	64.00	1,280.00	230.08	1,049.92
HORNING, ELISABETH 2/10/2022	1/23/2022	2/05/2022	V1047	39.50	592.50	62.67	529.83
HUIRAS, JOSEPH 2/10/2022	1/23/2022	2/05/2022	V1048	32.00	996.16	321.57	674.59
JACOBY, PHIL 2/10/2022	1/23/2022	2/05/2022	V1049	12.50	275.00	28.81	246.19
KOLB, CHRISTOPHER J 2/10/2022	1/23/2022	2/05/2022	V1050	164.74	1,940.87	574.73	1,366.14
LESSER, JO ANN 2/10/2022	1/23/2022	2/05/2022	V1051	81.00	2,579.81	894.69	1,685.12
LOCKLAIR, DANIEL R 2/10/2022	1/23/2022	2/05/2022	V1052	33.50	385.25	33.45	351.80
MARTIN, SUZANNE 2/10/2022	1/23/2022	2/05/2022	V1053	18.00	235.68	18.03	217.65
SIEGEL, TYLER C 2/10/2022	1/23/2022	2/05/2022	V1054	94.00	2,163.42	633.59	1,529.83
SULLIVAN, CAMRIN R 2/10/2022	1/23/2022	2/05/2022	V1055	80.00	1,918.26	474.00	1,444.26
TRAAS, TODD M 2/10/2022	1/23/2022	2/05/2022	V1056	45.00	1,336.17	244.36	1,091.81
VIDEKOVICH COENEN, LYNN 2/10/2022	1/23/2022	2/05/2022	V1057	10.50	110.25	44.98	65.27
WEGNER, MILES C 2/10/2022	1/23/2022	2/05/2022	V1058	178.00	1,927.00	525.79	1,401.21
WILL, KATRINA A 2/10/2022	1/23/2022	2/05/2022	V1059	14.50	168.64	12.91	155.73
WROBLEWSKI, ELIZABETH 2/10/2022	1/23/2022	2/05/2022	V1060	40.00	600.00	133.26	466.74

Totals:	1,004.49	18,440.73	4,787.44	13,653.29
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Total Checks: 17 (Male: 8 Female: 9)