

**MINUTES OF THE
JANUARY 11, 2013 SPECIAL JOINT MEETING
OF THE TOWN OF SUGAR GROVE AND
SUGAR GROVE COMMUNITY BUILDING BOARDS
KANE COUNTY, ILLINOIS**

CALL TO ORDER: Clerk Silagi called the meeting to order at 9:00am followed by the pledge of allegiance.

ROLL CALL was taken. Present were: Trustees Lee Drendel, Laurene Geary, and Scott Hester (late), Supervisor Tom Rowe, Clerk Phil Silagi. Representing the Community Building, Willie King, Sherry Baum, and Jerry Murphy.

ALSO PRESENT: Mary Heineman, Sean Michels, Carol Dolin, and Karen McCannon

STRATEGIC PLANNING SESSION: See attached draft.

CONSIDERATION AND POTENTIAL APPROVAL OF I.T. PROPOSAL (Phase 1)

Supervisor Rowe stated that as a result of discussions at the previous meeting, the Board has decided to implement IT upgrades in phases. He also stated that while the Assessor's office is not participating at this time, the upgrades should be made so that the Assessor's office could be integrated into the network sometime in the future. At the previous meeting the Board decided that the proposal from AMI Communications was too expensive as a result of the monthly support fees, and since the proposal submitted by Jim Daw was cafeteria style, it allowed for implementing the upgrade in phases. Supervisor Rowe then presented the Board with the revised proposal from Jim Daw, and pricing obtained by Mike Fagel for purchasing equipment and support from chain retailers. Trustee Fagel submitted the chain retailer option because he felt the two outside contractor proposals were too expensive and unnecessary given the limited staff and data storage needs. Mr. Daw presented his revised proposal for a downgraded server that would accommodate Township needs separate from the Assessor's office. The downgrade would result in a cost savings of about \$4000. Supervisor Rowe then asked if the equipment would be compatible should the Assessor agree to integrate systems at a later date. Mr. Daw felt that the systems would be compatible since the Township could migrate to the Assessor's new server for data storage and Township server could be used for desktop backups. After discussion, the Board decided to reject the chain retailer option submitted by Mike Fagel since they felt Mr. Daw's proposal provided better equipment and represented best practices and industry standards for IT equipment and services. They also felt that Mr. Daw's proposal would provide the Township with better data security as a result of automated and redundant backup and data storage. Trustee Hester made a motion to hire Computer Network Management LLC as the Township's IT provider and accept the revised proposal in the amount of \$7,051.46 with the additional option for the lockable cabinet for an additional \$1,275, for a total price of \$8,326.46. Trustee Geary seconded the motion. Trustees Drendel, Geary, and Hester, and Supervisor Rowe voted aye. 0 nays. Motion carried.

PUBLIC COMMENT: Karen McCannon asked the Board if they had any budgetary control over the Assessor's office given their desire to have a separate IT system. Supervisor Rowe explained that the Assessor's budget is rolled into the overall Township budget that is approved by the Board. While the Board can't control how the Assessor spends budgeted money as long as it is within budgeted amounts for individual line items, they do have control over the budget. Karen then expressed concern over the lack of a contract for IT services. Mr. Daw explained that the proposal is essentially a contract and that services are only billed after they have been provided.

ADJOURNMENT: Trustee Drendel moved, Trustee Hester seconded, and the Board unanimously approved adjourning the special meeting at 1:00pm.