

## **IMPROVEMENT & SERVICES COMMITTEE**

**October 5, 2011**



Chairperson Bridget Thomas called the meeting to order at 6:00 p.m. In attendance: Trustees Rory Holland and Greg Schopp. Also in attendance: Trustee Tim Semo and Administrator Mark Johnsrud.

**Statement of public notice** – This meeting was posted and noticed according to law.

### **Approve Minutes of April 25, 2011**

A Schopp/Holland motion carried to approve April 25, 2011 minutes.

**Personal Appearances** - none

### **Request from Steven Wollin - Farmer's Market - Veteran's Park**

Steve Wollin spoke on Farmer Market proposal for Veteran's Park. Wollin stated that the request is to allow a Farmer's Market, in Veteran's Park, on Thursday mornings (7:00 a.m. to Noon) from June 14 to October 4, 2012. Wollin indicated that this market would create opportunities for the vegetables grown by many local residents that many otherwise go to waste. Johnsrud expressed concern over limited available parking around Veterans Park and suggested switching to Saturday mornings and hold in the Village Hall parking lot. Wollin said that there was too much competition on Saturdays with other events.

A Thomas/Holland motion carried to forward to the Village Board for approval.

### **Discuss Village Technology**

Greg Schopp asked for the discussion on Village Technology to determine if the Village can use technology to improve efficiency in services delivered and reduce workload for Village staff. Johnsrud explained that the Village has come a long way since 2009 when the Administrative Office had only two e-mail addresses and an aging server with taped backups going to the Village Police Station on a daily basis. The Village Hall, Fire Department, and Police Department have servers. E-mail and internet services were provided by two separate providers, TDS for Police and Public Works and Charter for Fire and Village Hall.

Johnsrud explained the three phase plan to upgrade Village IT services since 2009.

#### **Phase 1**

Upgrade Border/Perimeter Security - Purchase with support for life of product.

Relocate current WI-FI Router to Conference Room.

Perform required re-wiring to enable Village Hall complete connectivity.

Upgrade current Charter account to Business with static IPs.

Negotiate connectivity with Charter - Water Department

Explore feasibility of Fiber to Police Dept. (Additional Hardware will be required)

Explore feasibility of Overhead Fiber from Fire Dept. to Police Dept.

Explore feasibility of Point to Point VPNs to Connect Remote Sites to Village Hall

Reconfigure Tape Backup Unit

Add External Storage Hard Drive to Sync Data on the Fly.

Purchase Laptop for Clerk (17" screen WI-FI, Docking Bay, etc.)

Increase storage space on Current Server (3 X 1 TB Raid 5)

Possible replacement of Tape Backup Unit to support increased Usage

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### Phase 2

Purchase Additional Server

Install W2008 and configure as a Domain Controller

Windows Client Access Licenses (To be able to login to the server)

Install Exchange Server 2008 or Configure and Implement/Kerio Mail

Exchange will require the purchase of Client Access Licenses (CALs) for maximum concurrent users.

Implement Webmail component for mail availability on the web and on Win Mobile Phones.

Purchase Exchange client for Backup Software

Implement Fiber connectivity to PD and add PD to Johnson Creek Domain

Replace Tape Backup with larger capacity unit

Use Charter connectivity to add DPW, Water/WWTP to Johnson Creek Domain

Implement Remote Access to Village Resources via VPN

Provide E-mail services to Village Trustees

Additional Server in Police Dept. for storage

Additional Servers at remote sites

Provide Village Meeting Audio Stream to Citizens (live & recorded)

### Phase 3

Implement Fiber connectivity from FD via PD (Overhead Cables)

Add FD to Johnson Creek Domain

Implement Remote Access to SCADA system

Implement Replacement Policy for Desktops and other IT Equipment

### Cost Saving Sources

Internet Line fees and Subscription (Fire Dept.)

Internet Line fees and Subscription (Police Dept.)

Single point access, control and maintenance

Appraver (hosted mail server)

Document & E-mail Archival for Public Records Retention

### Additional Cost Sources

Upgrade to higher speed Broadband at Village Hall to support increased usage

Increased bandwidth connectivity from Street Dept. to Internet.

Maintenance Costs of approximately 100 hours of labor annually (1 day monthly) Rate negotiated

Contingency fund of 10%.

### Police Department Additional Equipment Investment

Switch to support the workstations (16 ports)

Fiber Terminating Equipment

Fiber Ethernet Transceiver (Extra one for redundancy)

Building wiring to terminate Cat 5 cables in Data Closet.

14ft Patch Cables

Labor to install/complete infra-structure

### Sewer, Water, DPW Additional Investment

Switch for each building on the property (3X8 Port)

VPN Device to enable connectivity to Village Hall

Wiring for each building to terminate in data closets

14ft Patch Cables

Labor to install/complete infra-structure

Broadband Internet Connection (for VPN)

### Fire Department Additional Investments

Switch to support workstations (8 ports)

Wiring from each workstation to data closet

Labor to install/complete infra-structure

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### **Global Infrastructure Investments**

Fiber from Village Hall to Police Department (Single/Multi Hybrid direct burial Outdoor Fiber)

Installation of Patch Panels and Termination of Fiber at Village Hall and at the PD.

Outdoor fiber cable to be hung from electric poles from FD to PD (Outdoor Single/Multimode Hybrid Fiber)

Labor to install/complete infrastructure

Committee recommended that Feroz Ghouse provide update to the board at October 24<sup>th</sup> Village Board.

### **Adjourn**

A Holland/Schopp motion carried to adjourn at 6:47 p.m.

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Bridget Thomas, Chair  
Improvement & Services