

**Perry Township Board of Trustees**

**Special Meeting Session**

**August 27, 2024, 4:30 p.m.**

**Call Meeting to Order**

Trustee Miller called the special meeting of the Perry Township Board of Trustees to order at 4:30 p.m.

Discussion was had on the companies the Township is receiving quotes/information from for a new IT company.

The Zoning Inspector expressed his desire to have easy access to files and previous Zoning information and how he is having difficulty doing so at the moment in the way items are stored.

Fire Chief Sedlock stated he would like to have access to One Drive to be able to locate everything and also expressed accessibility for everyone and anywhere whether that be on tablets, phones, computers, etc. The Fire Chief expressed that the Fire Fighters usually use computers at the station for possible training videos although they really would not need access to storing files. Having internet is typically the most important for the firefighters, only certain individuals have Township emails. The Fire Department uses tablets for calls they receive only such as pictures, along with any EMS/Fire usage.

Administrator Martin explained that while we have 3 quotes we have not done a request for proposal. We have the 3 quotes but they are for different services we have not made a Request for a Proposal, and advertised in the newspaper or have the companies submit a request for a proposal. We don't have quotes that are apples to apples and through the Request for Proposal that happens. Administrator Martin stated that service is important, such as service requests. Virtual Dataworks has been able to assist with service requests quickly and the computers often need to shut down and restart.

The Fire Chief expressed accessing files can sometimes be cumbersome to access outside of the office.

The Public Works Director Wellman stated those that who have access to the computers at the Road Department are himself, Renee, and Chris. Chris does not have Wi-Fi in his office so PWD brought his computer to his office to repair. Virtual Datworks was contacted to repair the laptop Chris has. The Road Department has a server and 4 routers that may be used for the camera systems.

A discussion was had with the Police Chief and the Board on what the police staff would need when they are out of the office and what they could have access to when they are in the office. The Police Chief stated the importance of standardized hardware.

The discussion was had on all the hardware throughout the Township between the departments.

Discussion was had with everyone on the companies up for consideration.

Trustee Miller stated that in 2022 we were billed from Virtual Dataworks in the amount of \$81,737.45, we wrote that much in checks to the company. In 2023 120,008.85 includes a \$30,000 a month which includes hardware for township-wide. That includes a monthly average of \$8,406.10 for 24 months. These totals include hardware, and licensure which are not included in the other quotes received. The other companies we are receiving quotes from do not include assistance with public records requests. Trustee Miller stated with V2 the total is \$7,297.25 per month which does not include hardware or licensure. Trustee Miller feels that every Township employee should have the base licensure. V2 stated that could be \$4-8 per person with them. Computech stated that service per month would be around \$4,000 per month, which includes 15 hours of service.

It was stated that meetings when someone is not able to attend could be recorded via TEAMS and then those who were unable to attend could go back and watch the meeting.

It was stated that the Fire Dept, Administration building does not have security cameras but the PWD stated that the Road Dept does have cameras.

Trustee DeChiara stated he was concerned with the companies that do not cover licensure and figured out the cost that would be included.

### **Executive Session**

Trustee Miller made a motion to adjourn to executive session under (G) (5). Seconded DeChiara.

ROLL CALL: Mr. Miller, yes. Mr. DeChiara, yes. Ms. Nelligan, yes.

Board enters executive session at 6:30 p.m.

Board returned from the executive session at 6:31 p.m., Trustee Miller stated that it did not need to happen.

**Adjournment:**

The Board adjourned at approximately 6:31 p.m.

Trustee Miller made a motion to adjourn the meeting. Seconded by Trustee Nelligan.

ROLL CALL: Mr. Miller, yes. Mr. DeChiara, yes. Ms. Nelligan, yes.

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Matt Miller, President

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Craig Chessler, Fiscal Officer