

**MINUTES OF A REGULAR MEETING OF THE
OSWEGO VILLAGE PRESIDENT AND BOARD OF TRUSTEES
OSWEGO VILLAGE HALL
100 PARKERS MILL, OSWEGO, ILLINOIS
October 3, 2017**

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

President Gail Johnson called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance to the Flag of the United States of America.

ROLL CALL

Physically Present: President Gail Johnson and Trustees Ryan Kauffman, Karin McCarthy-Lange, Pam Parr, Luis Perez, Judy Sollinger and Joe West.

Staff Present: Dan Di Santo, Village Administrator; Christina Burns, AVA/HR Director; Tina Touchette, Village Clerk; Jennifer Hughes, Public Works Director; Jeff Burgner, Police Chief; Rod Zenner, Community Development Director; Mark Horton, Finance Director; Corinna Cole, Economic Development Director; Jay Hoover, Building & Zoning Manager; Joe Renzetti, IT/GIS Manager; Jenette Sturges, Community Engagement Coordinator- Marketing; David Silverman, Village Attorney.

CONSIDERATION OF AND POSSIBLE ACTIONS ON ANY REQUESTS FOR ELECTRONIC PARTICIPATION IN MEETING

There was no one who requested to attend electronically.

RECOGNITIONS/APPOINTMENTS

D.1. Employee Service Award

- a. Robert King- 10 Years of Service (Public Works Department); Did not attend.
 - b. James Burbridge- 20 Years of Service (Community Development Department); Did not attend.
- President Johnson congratulated Robert King and James Burbridge on their years of service.

c. Catherine Spencer- 20 Years of Service (Public Works Department)

Director Hughes briefly spoke about Cathy's history with the Village; connection with the community and history working in the old Community Development building. Her husband, daughter, son-in-law and grandchildren were in attendance. Cathy will be retiring at the end of the year. Cathy was thanked for her service.

D.2. Planning & Zoning Commission

- a. Re-Appoint Charlie Pajor, as Chairperson, for a Term to Expire October 6, 2021.
- b. Re-Appoint Matt Garland for a Term to Expire October 6, 2021.

A motion was made by Trustee Sollinger and seconded by Trustee McCarthy-Lange to approve the appointments as read.

Aye:	Ryan Kauffman	Judy Sollinger
	Karin McCarthy-Lange	Pam Parr
	Luis Perez	Joe West

Nay: None

The motion was declared carried by omnibus roll call vote with six (6) aye votes and zero (0) nay votes.

PUBLIC FORUM

The Public Forum was opened at 7:05 p.m. There was no one who requested to speak; the Public Forum was closed at 7:05 p.m.

STAFF REPORTS

Director Hughes- last brush collection is this week. Leaf collection will start in two weeks. If residents missed last brush pick-up, they can put in bags and have the bags picked up for free. Free yard waste collection is November 13th-17th; no stickers will be required during this collection event.

CONSENT AGENDA

- G.1. September 19, 2017 Committee of the Whole Minutes
- G.2. September 19, 2017 Regular Village Board Minutes
- G.3. September 19, 2017 Closed Session Minutes (Approve, but Not Release)
- G.4. Leaf Disposal Site:
 - a) Resolution Authorizing the Execution of a Contract with R. Smits & Sons The Farm, LLC for a Leaf Disposal Site Location in the Amount of \$56.00 Per Dumpster Load. **Resolution No. 17-R-87**
 - b) Resolution Authorizing the Execution of a Contract with The Garden Faire, LLC, for a Leaf Disposal Site Location in the Amount of \$56.00 Per Dumpster Load. **Resolution No. 17-R-88**

A motion was made by Trustee Kauffman and seconded by Trustee Sollinger to approve the Consent Agenda; Approving September 19, 2017 Committee of the Whole Meeting Minutes; Approving the September 19, 2017 Regular Village Board Minutes; Approving, but not Releasing the September 19, 2017 Closed Session Minutes; and approving the following resolutions:

Resolution No. 17-R-87; Resolution Authorizing the Execution of a Contract with R. Smits & Sons The Farm, LLC for a Leaf Disposal Site Location in the Amount of \$56.00 Per Dumpster Load.

Resolution No. 17-R-88; Resolution Authorizing the Execution of a Contract with The Garden Faire, LLC, for a Leaf Disposal Site Location in the Amount of \$56.00 Per Dumpster Load.

Aye:	Ryan Kauffman Pam Parr Judy Sollinger	Karin McCarthy-Lange Luis Perez Joe West
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Nay: None

The motion was declared carried by omnibus roll call vote with six (6) aye votes and zero (0) nay votes.

BILL LIST

- H.1. Approve Bill List Dated October 3, 2017 in the Amount of \$1,767,956.95.

A motion was made by Trustee Sollinger and seconded by Trustee Parr to Approve the Bill List Dated October 3, 2017 in the Amount of \$1,767,956.95.

Aye:	Ryan Kauffman Pam Parr Judy Sollinger	Karin McCarthy-Lange Luis Perez Joe West
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Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

- J.1. US 30 at Harvey Road & Treasure Drive:
 - a. Resolution Authorizing the Execution of an Intergovernmental Agreement with the Illinois Department of Transportation for the Construction of Improvements to US Route 30 at Harvey Road and at Treasure Drive/Gastville Street Under State Job No.: C-91-101-16. **Resolution No. 17-R-89**

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

J.2. Ordinance Amending Title 3 Chapter 7; Increase Class "D" Liquor License for Pizza Cucina Located at 12 E. Merchants Drive. (First Read of Ordinance, Wavier of Second Read) **Ordinance No. 17-58**

Clerk Touchette addressed the Board regarding the increase of a Class "D" liquor license. The owner of Pizza Cucina is interested in applying for a video gaming license. Pizza Cucina currently holds a Class J liquor license which does not allow for a video gaming license. He requested a re-classification to a Class D which is one of the licenses that will allow him to apply for a video gaming license. Staff is also needing direction on whether to move forward with the drafting of an ordinance to approve a video gaming license. Dane Passo, the owner of Pizza Cucina, was present to answer questions.

Board and staff discussion focused on how much revenue the video gaming would bring in; business has been struggling for the past five years; good product, but can't compete with Dominos; video gaming will help the business; family environment; in business for 17 years; love having the business in Oswego; always tries to help the community and give discounts when possible; wanting to help local businesses; concerned with Lacey's as a competition; Pizza Cucina will be more welcoming; continue to research and look at possibility of other models for video gaming; video gaming cafes tend to outperform other machines; obligation to the citizens for a good or bad machine; can never regulate video gaming; promote the Village and hunt properly; employees are great; customers love the employees; hoping video gaming will help with the business; getting advice from a Distributor; keeping games away from family and kids; struggle with video gaming. Board to vote on the liquor license and directed staff to move forward with the approval of a video gaming license.

There was no further discussion.

A motion was made by Trustee West and seconded by Trustee Sollinger to approve an Ordinance Amending Title 3 Chapter 7; Increase Class "D" Liquor License for Pizza Cucina Located at 12 E. Merchants Drive. (First Read of Ordinance, Wavier of Second Read)

Aye: Pam Parr

Judy Sollinger

Nay: Ryan Kauffman

Karin McCarthy-Lange

Luis Perez

Joe West

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

J.3. Information Technology Upgrade:

a) Resolution Authorizing the Execution of a Contract with Dell for the Purchase of a Hyper-Converged Server in the Amount of \$130,194.89. **Resolution No. 17-R-91**

b) Resolution Authorizing the Execution of a Contract with Microsoft or the Purchase of Microsoft Office 365 in the amount of \$27,247.50. **Resolution No. 17-R-92**

c) Resolution Authorizing the Execution of a Contract with Dell for the Purchase of Computers and Laptops in the Amount of \$92,340.57. **Resolution No. 17-R-93**

Manager Renzetti addressed the Board regarding an IT upgrade. The current hardware has reached the end of its useful life. The IT department will be looking to upgrade and purchase a new server, migrate to Office 365, purchase new workstations and upgrade software. In preparation for an IT refresh, Village Hall, Public Works and the Police Department facilities were migrated to a single domain last year. The proposed IT refresh will replace Village Hall and Public Works workstations and further combine the server infrastructure for all facilities. The Village will also move to the next generation of the windows operating system which enhances the mobile

operations. The Police Department is proposed to receive new PCs in FY19 with the opening of the new police facility.

Dell Server

The Village maintains eleven physical servers. With a migration to a virtual solution, the Village would reduce many of the physical servers down to one server architecture, called a Hyper-Convergence. This solution offers a one-call support, only 20 minutes to set up and is easy to manage.

Dell On-Site/Off-Site Backup

Dell is bundling an on-site data backup product which will integrate with the new server. This eliminates the complexity of working with multiple vendors for hardware, software, and support which significantly reduces on-site setup time and provides a single point of contact for purchasing, deployment and service. An off-site backup solution will also assist on the data backup solution to the “cloud.”

Single Sign On/Multifactor Authentication

The IT Manager proposed a single sign-on (SSO) solution for ease of use with the integration of Office365 and many current software products. The solution is a single, integrated platform that provides SSO, user management, and analytics across cloud applications and on-premises web applications. The solution connects any person, via any device, in any context to the technologies.

Dell Workstations

In the past, the Village has purchased workstations in a piecemeal fashion. The bulk of the workstations at Village Hall were purchased in October of 2012. Some workstations at our Public Works and Police Department are older. Dell workstations are the preferred product through the GovIT consortium and Dell holds the State bid. Dell was able to offer the Village significant decreases in price. The PC upgrade transitions a number of traditional desktops to laptops in order to accommodate the increasing mobility of staff.

Hosted Email/Microsoft Office 365

The Village’s email server (Microsoft Exchange server) will also need to be upgraded to Microsoft’s hosted solution – Office365 for Governments. The current on premise solution is running a 2008 Microsoft Exchange server. A hosted solution, over a 12-year period, is nearly \$123,000 cheaper than an on premise exchange environment. If the Village were to purchase a traditional on premise server for email, it would require purchasing an email server separate from the recommended Dell server. The hosted Exchange environment has efficiency in a one-time migration with no future hardware to purchase or further migration cost. Staff will not have to worry about managing exchange servers, patches to the server, or servers rebooting. All email will be hosted in Microsoft’s secured hosted environment. With hosted email, the Village only pays per mailbox on what the Village uses. In the event of a disaster, as long as an end user has internet, they will have access to email. A hosted solution will allow IT staff to put more emphasis on services, enabling technology and move forward along with the technology. With a hosted version of Exchange online, the Village will always be utilizing the newest version of Microsoft Exchange. Migrating to newer versions would happen automatically. An on premise server cannot provide this type of service level.

Software Upgrade (Office 365, Adobe)

Software packages have transitioned, over the past years, to a subscription-based model. The advantage is that users will always have access to the latest version and the companies have provided greater flexibility in the product packages. However, the subscription also results in an ongoing operational cost to access these programs. The Village would have an annual operating cost for Office and Hosted Exchange at \$20,200.50 per year. Retail price of Office 2016 is approximately \$230. The price for 125 users is \$28,750. Office Online provides capabilities for staff who operate mostly in the field (Police Officers, and Public Works). This allows a cheaper solution as these employees would share a workstation. Other benefits to Office 365 include, SharePoint online, Teams, Skype, Delve, and OneDrive. With a standalone copy of office, the Village would not be able to take advantage of these other benefits. Adobe has moved to a subscription based model as well. With the new

upgrades on hardware, the Village will need to purchase Adobe Acrobat and the Adobe Creative Cloud for many of the end-users.

The total cost of the upgrade is \$297,834.76. The FY2018 budget includes \$157,000 for hardware and software upgrades. The original plan was to lease the hardware. The additional cost will be offset by savings realized from IT contractual services and other software upgrades totaling \$41,791. The IT department has established an escrow account for future IT capital projects. Funds in this account total \$124,494.69. Additional purchases would be within the Village Administrator's purchasing authority.

Board and staff discussion focused on combining resources; upgrading from Windows 7 to Windows 10; can mix and match plans; \$180,000 is in escrow; \$124,494.69 is for IT; remaining balance is for a future phone system; scale means an appliance with four servers; would have ability to add servers; servers last for about 5 years; whether there is a risk in going down to one server; servers have back-ups; two servers replicate each other and a third server watches the first two servers; consortium stated Oswego is ahead of other communities when it comes to IT; shared buying power. Board thanked Manager Renzetti for all his work.

There was no further discussion.

A motion was made by Trustee Kauffman and seconded by Trustee Sollinger to approve the Resolution Authorizing the Execution of a Contract with Dell for the Purchase of a Hyper-Converged Server in the Amount of \$130,194.89.

Aye: Ryan Kauffman Karin McCarthy-Lange
 Pam Parr Luis Perez
 Judy Sollinger Joe West

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

A motion was made by Trustee Kauffman and seconded by Trustee West to approve the Resolution Authorizing the Execution of a Contract with Microsoft or the Purchase of Microsoft Office 365 in the amount of \$27,247.50.

Aye: Ryan Kauffman Karin McCarthy-Lange
 Pam Parr Luis Perez
 Judy Sollinger Joe West

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

A motion was made by Trustee Sollinger and seconded by Trustee McCarthy-Lange to approve the Resolution Authorizing the Execution of a Contract with Dell for the Purchase of Computers and Laptops in the Amount of \$92,340.57.

Aye: Ryan Kauffman Karin McCarthy-Lange
 Pam Parr Luis Perez
 Judy Sollinger Joe West

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

PRESIDENT'S REPORT

No Report.

TRUSTEE REPORTS

Trustee Kauffman- IML was great; favorite session was President Gail Johnson and Trustee Pam Parr's. He also asked when implementation of the IT upgrade would be done. Staff stated it would be done in December. Staff also noted that Phase 1 of ERP is active tomorrow.

Trustee Parr- IML was great; liked Administrator Dan Di Santo's session.

Trustee Sollinger- IML was great; Oswego was well represented.

Trustee West- IML was great; enjoyed Administrator Dan Di Santo's session.

Trustee Perez- updated everyone regarding his family in Puerto Rico and aftermath of the hurricane; they are in communication with family; everyone is safe; there are a number of people who can't be reached; a lot of work needs to be done; basic necessities are needed.

Trustee McCarthy-Lange- IML was great; continue to pray for Puerto Rico.

CLOSED SESSION

There was no Closed Session.

ADJOURNMENT

A motion was made by Trustee Kauffman and seconded by Trustee Sollinger to adjourn the meeting; upon a voice vote with all remaining members present voting aye, the meeting was adjourned at 7:36 p.m.

Tina Touchette
Village Clerk