

## **PROPERTY AND INSURANCE COMMITTEE MEETING MINUTES SEPTEMBER 1, 2020**

The meeting was called to order by Committee Chairman Dave Gough at 6:00 PM. Present at roll call were: Dave Gough and Erin Gallagher. Absent: Josh Goebel. Also present were: Mayor Mike McDermott, Ray Spellman, Steve Pickett, Dave Roelli, Brenda Mims of Marco Technologies, Brian Lund and Phil Risseeuw.

Motion by Gough second by Gallagher that the meeting notice and agenda were properly posted. Motion carried. Motion by Gallagher second by Gough to approve the minutes of the previous meeting as corrected. Motion carried. Aaron Wolfe arrived at the meeting at 6:08, Bill McDaniel arrived at 6:10 PM, and Josh Goebel arrived at 6:20 PM.

Under new business, discussion was held concerning proposals from Marco Technologies to update the Municipal Building phone system. Copies of the two proposals were included in the agenda packet. Brenda Mims of Marco Technologies attended the meeting to present information and answer questions. This project is required as Lafayette County is updating their phone system, and the Municipal Building is part of the county phone system. One proposal is to keep the Municipal Building on the county's phone system; and the second proposal is for separating the Municipal Building from the county's phone system. The proposed costs for each option are estimates at this time. Once this Committee provides guidance on which way they want to proceed, another proposal will be submitted.

Brenda Mims then reviewed the two proposals with those present. The first proposal is to stay with the County with the Municipal Building phone system. The estimated cost of this proposal is \$24,809.46. This proposal calls for phone equipment, network equipment and professional services for twenty-two phone lines. All phones would be speaker phones and two phones would be advanced speaker phones. The phone equipment would match the equipment being installed at the courthouse. The proposed costs in both options were calculated using state contact pricing. The advantages of staying connected with the county phone system is intercom connection between the Courthouse and Municipal Building for call transfers and keeping our current phone numbers.

The second proposal is to separate from the County and install our own phone system. The estimated cost of this proposal is \$37,233.76. This proposal calls for substantially more phone equipment, network equipment and professional services for twenty-two phone lines. This proposal would also require a separate contract with CenturyLink for business phone and internet service through CenturyLink lines. The CenturyLink contract calls for monthly charges of \$566.27. CenturyLink would need to install phone and internet lines into the Municipal Building. With this proposal, we probably won't be able to keep our current phone numbers.

Several questions were asked by those present. Brenda also stated the proposal does not include the cost of running cable lines and installing wall boxes in areas not currently served by internet service in the Municipal Building.

The installation work can be provided by our maintenance staff, or under separate contract with a firm like TC Networks. Brenda then stated she will bring demonstration phones to the Municipal Building for employee review. She will also meet with City department heads to fine tune the proposal. Brenda Mims then left the meeting.

Phil Risseeuw then informed those present that we are not requesting a decision from this Committee at this meeting. This meeting was for informational purposes only. Input will be requested from department heads, employees, Aaron Wolfe, and Brenda Mims; and then a final proposal will be prepared. That proposal will be presented at a future meeting of this committee. The consensus of those present was to continue phone service with Lafayette County for the Municipal Building.

There being no further business for this meeting, motion by Goebel second by Gallagher to adjourn the meeting at 6:33 PM. Motion carried.

CITY OF DARLINGTON

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Philip A. Risseeuw, Clerk-Treasurer