

# IT / EQUALIZATION COMMITTEE

**Martin D. Marshall**  
Administrator

301 N. Main St. Adrian, MI 49221  
p: 517-264-4508 | f: 517-264-4512  
lenawee.mi.us



## Members

*Chris Wittenbach, Dawn Bales, Dustin Krasny*

## MEETING LOCATION

Chambers  
301 N. Main Street  
Adrian, MI 49221

**Minutes:** Thursday, April 7, 2022 – 1:33 p.m.

---

**Present:** Commissioners Wittenbach, Bales, Krasny, and Stimpson

**Also Present:** Matt Richardson, Martin Marshall, Kim Murphy, Shelly DeLong, and Rebecca Borton

### I. Approval of Minutes

*Motion by Bales, supported by Krasny, to approve the minutes of the March 3, 2022 meeting. Motion carried.*

### II. Information Technology

**A. Finance Reports:** There was no finance report available.

**B. Department Reports:** There were no departmental reports or concerns.

**C. IT Report:** Matt reviewed the status of current .

#### D. Capital Improvement Plan Request:

- i. **Annual computer replacement Program:** \$50,000 for the annual computer replacement program.
- ii. **Server Replacement Project:** \$60,000 for 2+ server to replace 4-6 aging servers.
- iii. **ID Badge / Card Printer / Software:** \$7,000 to replace upgrade card printer/software to work with the new access control system.
- iv. **Access Control Project:** \$10,000 to convert access control systems compatible with the new server.
- v. **Maintenance Department:** \$12,200 for iPads within the Maintenance Department to enter work completed in real-time, which eliminates duplicate tasks.
- vi. **Medical Examiners' Office:** \$9,900 to replace 2 scanners and 1 printer, purchase 2 new laptops with software, and 2 new headsets.
- vii. **Citrix Upgrade:** 3 year total of \$40,477.29; Year 1 = \$18,482.40, Year 2 = \$10,982.40, Year 3 = \$11,012.49 (this is the system allows for remote access)
- viii. **Firewall Upgrade:** Not to exceed \$44,050 to replace end of life, end of support firewalls (2 @ Robertson, and 1 @ Human Services Building)

*Motion by Bales, supported by Krasny, to approve the Capital Improvement Plan requests as presented. Motion carried.*

**E. Updates/Other IT Business:** There were no other updates.

**III. Equalization**

Shelly reported that annual Equalization Report will be presented at the next Personnel / Ways and Means Committee meeting.

She added that the department is currently looking at new mail service vendors because the current one is going out of business.

The next fly over for the Pictometry is set for 2023.

**A. Updates/ Other Business:** There was no other business.

**IV. Public Comment**

There was no public comment.

**V. Adjournment**

*Motion by Krasny, seconded by Bales, to adjourn the meeting at 1:54 p.m. Motion carried.*