

TULLYTOWN BOROUGH SPECIAL MEETING MONDAY, APRIL 15, 2013

President Rick Adams called the special meeting of Council to order on Monday, April 15, 2013 at 6:30 p.m.

Mayor Cutchineal asked for a moment of silence for the tragedy in Boston that occurred today.

Present at the meeting:

Mayor Cutchineal

Councilman Armstrong -- absent due to another commitment

Councilman Servis -- absent due to another commitment

Councilwoman Kucher

Councilwoman Gahagan

Councilman Pirolli

Councilman Czyzyk -- absent

Councilman Adams

Also present:

Michael T. Sellers, Esquire, Borough Solicitor

Nancy Conner, Borough Secretary

PUBLIC COMMENT

There was no comment from the public

DISCUSS/CONSIDER PROPOSALS FOR VIDEO TELEVISION SYSTEM

Mrs. Kucher introduced Mr. Ron Skotleski of Skotleski Video Productions. She advised the committee met with Mr. Skotleski previously to obtain his type of video equipment which would give more leeway for Nancy to put things on television that we couldn't do with the system we have presently. Mrs. Kucher advised that, at this time, our present system failed.

Mr. Skotleski advised he looked at the system we have presently in our systems room and thinks it may be the hard drive which might have failed. He advised that Dan Doyle has already purchased a new hard drive and we will check into this. Mr. Skotleski advised that if Council needs another hard drive it's going to cost approximately \$8,000. Mr. Doyle advised the cost of the hard drive was less than \$200 with shipping.

Mr. Skotleski explained that the problem with having 3rd parties doing the job of putting the meetings on television and internet is that it takes too much time. He explained that he has equipment that is much more functional and will get the meetings on television and internet by the next day. He advised the Nexus equipment will be beneficial—the system can be operated

from any computer, even at home. Mr. Skotleski advised that the Borough will not need the services of Tel Vue.

Mr. Pirolli asked the cost of installing this system. Mr. Skotleski advised he has submitted an estimate of \$16,641.00 (copy of estimate enclosed with minutes). Mr. Pirolli asked how long it will take to install. Mr. Skotleski advised approximately 1 to 2 weeks. Mr. Pirolli asked if it can be hacked into. Mr. Skotleski advised that he will work with our IT guy to set up firewall. He also advised that you could be able to tell when the system is being hacked into.

Mayor Cutchineal asked what the annual operating cost would be.

Mr. Skotleski advised that \$2,988 for the Peg Central and \$995 for the Total Info one year subscription. Mr. Skotleski advised he has \$100 per hour fee for taping with a minimum of 4 hours. Mrs. Kucher asked if this could be put up on television more than twice a day. Mr. Skotleski advised that is correct.

Mr. Pirolli asked if there is any back-up. Mr. Skotleski felt there is no need for back-up. He added that you can see if something is ready to break down. He added that a laptop will also need to be purchased to record the meeting with a program called Audacity. Mr. Skotleski advised that additional equipment will need to be purchased such as a computer to operate the Nexus, internet line, hardware—a rack or steel cabinet.

Mrs. Kucher asked about our parade and 9-11 services for videotaping. Mr. Skotleski advised he has his own equipment and will tape events for \$175.00 per hour.

Mayor Cutchineal asked if there are any pitfalls. Mr. Skotleski advised this system is very simple to operate—he said the system is flawless. He added there is a 5-year warranty and a free life-time support. Mayor asked if we can sell our old equipment. Mr. Skotleski advised there is nothing to sell. He stated that Tel Vue will probably just leave this equipment.

Mayor Cutchineal advised that in another two years we will be celebrating our community's 125th birthday. He advised we have may VHS tapes during the centennial year. He asked if we could transfer the tapes into our system. Mr. Skotleski advised this can be done. He advised we would have to purchase a DVD recorder. He suggested that anything recorded should be saved on hard copy such as DVD.

Mrs. Conner asked if the meetings will be televised on both Comcast and Verizon. Mr. Skotleski advised that we have to have Comcast and Verizon bring their equipment into the systems room in lobby.

Mr. Pirolli asked Mrs. Conner if she has contacted companies this past week. Mrs. Conner advised she has contacted municipalities and other companies and have only heard back from one company which will only sell you the equipment.

Mr. Doyle advised that he also called around many municipalities to find out who they used and we didn't get anything in writing. He also commented that our current IT, Matt Markey, was also offered the opportunity to submit a proposal and he declined.

Mr. Sellers asked Mr. Skotleski if this Ultra Nexus is a patented product. Mr. Skotleski advised that Leightronix Company puts out this box and they are the only one making this box. Mr. Sellers commented that this is a unique technology. Mr. Skotleski advised that it is. Mr. Sellers asked Mr. Skotleski if it is patented or copyrighted. Mr. Skotleski advised that he wouldn't know that. Mr. Sellers asked if it was a unique product. Mr. Skotleski advised that it is unique and added there are other competitive products out there but none of them that he finds are as user friendly.

Mr. Sellers advised that as he understands it, if the TriCaster equipment that we presently are using has to be replaced it would cost approximately \$8,000. Mr. Skotleski advised that is correct. He added that by purchasing the hard drive, hoping it will fix the TriCaster to eliminate the extra expense of purchase.

Ms. Gahagan asked Mr. Skotleski what his hourly rate is. He advised \$100 for videotaping with a 4-hour minimum; if on location with their own equipment, \$175 per hour. He added that he begins taping approximately ½ hour before meeting to make sure there are no issues.

Mr. Sellers advised the issue when it comes to purchases is that where the purchase falls between the parameters of \$10,000 and \$18,500 then that is not subject to a public bid process; however, the Borough Code does require 3 written quotations to be obtained and kept on file for a period of 3 years. Mr. Sellers further advised that there is an exception to purchases which are particularly unique and there is really not an ability to get comparable quotes. He added it sounds like the Ultra Nexus product is a unique system not comparable to any other except in the generic sense. Mr. Skotleski agreed with that. Mr. Sellers indicated that if the technology is unique and limited to one product then the usual rules of competitive quotes would not be necessary as long as it is unique product and he assumes that has been followed in other municipalities that have been in Mr. Skotleski's experience. Mr. Skotleski advised that is correct. Mr. Skotleski advised there is nothing out there similar to the Ultra Nexus.

Ms. Gahagan asked if we have a contract with Matt Markey. Mrs. Conner thought we did not have contract with him for televising of meetings. She did mention that Matt Markey told her that we have contract with him regarding the website that expires in June at which time he will probably cancel with us.

Mrs. Conner advised that we pay Tel Vue \$1,200 per year. She advised we first entered into agreement July 17, 2008. Mr. Sellers explained the Tel Vue agreement to Council. He advised we are just within the 90 days' notice of termination.

Mr. Pirolli made a motion to notify Tel Vue Virtual TVTN of the Borough's intention to terminate the TVTN server agreement for access channel service and support effective at the expiration of the current term. Ms. Gahagan seconded the motion.

The vote of Council was as follows:

Mr. Pirolli—for
Mrs. Kucher—for
Ms. Gahagan—for
Mr. Adams—for

The motion carried with a unanimous vote of Council.

Mr. Pirolli made a motion to hire Skotleski Productions Ultra Nexus system as contained in the proposal by Ron Skotleski Video Productions Inc. dated April 10, 2013 for a total of \$16,641 recognizing the unique technology of this product. Mrs. Kucher seconded the motion.

The vote of Council was as follows:

Mr. Pirolli—for
Mrs. Kucher—for
Ms. Gahagan—for
Mr. Adams—for

All of Council was in favor of the motion; the motion carried.

Mr. Pirolli made a motion that in the event the Tri Caster component to the existing system is determined to be defective, Council authorize Mr. Skotleski to purchase a replacement at a cost not to exceed \$9,000. Mrs. Kucher seconded the motion.

The vote of Council was as follows:

Mr. Pirolli—for
Mrs. Kucher—for
Ms. Gahagan—for
Mr. Adams—for

The motion carried with a unanimous vote of Council.

Mr. Pirolli made a motion to retain Ron Skotleski Video Productions Inc. at an hourly rate of \$100 per hour not to exceed 8 hours to complete the installation of the hardware and have the current system up and running. Mrs. Kucher seconded the motion.

The vote of Council was as follows:

Mr. Pirolli—for
Mrs. Kucher—for
Ms. Gahagan—for
Mr. Adams—for

The motion carried with a unanimous vote of Council.

Mr. Sellers suggested that Mr. Skotleski submit something in writing to Council regarding his hourly rate of service so Council may vote on that at the May 7th meeting.

CONSIDERATION—HIRING OF PART-TIME POLICE OFFICER

Mr. Doyle advised that he recommends the hiring of Ryan Bunda pending the final checks and medical evaluations.

Mr. Pirolli made a motion to hire Ryan Bunda as part-time police officer pending the final checks and medical evaluations. Ms. Gahagan seconded the motion.

The vote of Council was as follows:

Mr. Pirolli—for
Mrs. Kucher—for
Ms. Gahagan—for
Mr. Adams—for

All of Council was in favor of the motion; the motion carried.

CONSIDERATION—APPROVAL LARGE EVENT APPLICATION ST. MICHAEL'S FAIR

Mr. Doyle explained that the application was reviewed and signed off by the appropriate Borough officials. He advised that St. Michael's submitted their certificate of liability insurance.

Mr. Pirolli made a motion to approve the large event application for St. Michael's Fair, seconded by Ms. Gahagan.

Mrs. Kucher asked if there is anything stated in the application that St. Michael's will pay for the police services for the Fair. Mr. Doyle advised they have always worked that out with St. Michael's with a hand-shake—never been a problem.

The vote of Council was as follows:

Mr. Pirolli—for
Mrs. Kucher—for
Ms. Gahagan—for
Mr. Adams—for

All of Council was in favor of the motion; the motion carried.

OTHER BUSINESS

Mr. Doyle advised that the Boy Scout Troop requested waiver of rental fees for park. Ms. Gahagan made a motion to waive the fee of \$60 for Boy Scout troop for park rental, seconded by Mr. Pirolli.

The vote of Council was as follows:

Mr. Pirolli—for
Mrs. Kucher—for
Ms. Gahagan—for
Mr. Adams—for

The motion carried with a unanimous vote of Council.

Mr. Doyle advised that G.O.A.L. requested waiver of rental fees for park who is doing a volunteer training program in the park in June. Ms. Gahagan made a motion to waive the \$60 fee for G.O.A.L. for park rental as they are non-profit organization. There was no second to the motion; therefore, the motion failed.

There being no further business, a motion was made by Mr. Pirolli to adjourn the meeting, seconded by Mrs. Kucher. All of Council was in favor of the motion; the motion carried.

The meeting was adjourned at 7:47 p.m.

Respectfully submitted,



Nancy Conner
Borough Secretary