

**INFORMATION TECHNOLOGY COMMITTEE MEETING**  
**April 12, 2018**

Present: Legislators Randy LaChausse and Greg Kulzer; County Manager Ryan Piche, Reporter Nick Altmire

The meeting was called at 3:55 p.m.

Adam's attached report was distributed and reviewed by Ryan Piche.

Ryan was pleased to report that Mohawk Networks/North Country Broadband is expanding their marketing efforts by sponsoring the April Chamber of Commerce Spring Fling and the March Business After Hours events. Also, advertising on the Moose radio station and linking lewis county.

The County Attorney is drafting a Memorandum of Understanding with American Tower for structural upgrades to the Crystaldale Tower and they will pay all associated costs. The County Radio Committee approves of the company's proposed structural upgrades, because it will increase the worth of the County-owned tower at the company's expense.

The Aerosmith company representatives are making good progress with the SEQRA procedures and municipal zoning board approvals required for the 60 towers that are to be constructed.

Adam has assured that all wireless upgrades to the Highway fuel pump system could be relocated if necessary.

The solar project network has been completed by installing receptor equipment on the outside of the Public Safety Building and a control panel inside for remote monitoring of the entire solar project.

Ryan reported that Munis representatives would be providing follow-up training on the payroll system to County personnel. Also, their contract management system will be implemented to enable electronic sign-offs by management personnel to replace the paper system that is circulated for hard copy signatures.

The meeting concluded at 4:05 p.m.

Respectfully submitted,  
Terry Clark, Clerk of the Board



## OFFICE OF LEWIS COUNTY INFORMATION TECHNOLOGY

7660 North State Street  
Lowville, New York 13367  
Telephone: (315) 377-2008

Adam P. Zehr  
Director of Information Technology  
adamzehr@lewiscounty.ny.gov

- Personnel Review
- Budget Review - Department is on budget, report provided
- Resolutions
  
- Broadband Program Updates
  - Mohawk is progressing with tower permitting and lease acquisitions
  - They signed on as the Gold Sponsor for the Chamber of Commerce Spring Fling
  - We presented their request to the radio committee to complete work on the Crystaledale tower in order to pass the structural analysis
    - The 911 radio committee is in agreement to allow this improvement to the County asset
    - Joan is working on an agreement with them to perform the work
- Wireless radio system on gas pumps at Highway
  - Database migrated to server environment from an existing workstation
    - More reliable configuration
    - Database is now housed on a server in the data center and clients connect to it instead of being located in the field. The server polls the fuel panel for transactions that the Highway office uses to generate bills to customers who use the pumps
  - Worked with vendor and was unable to get solid communication to the device
    - After further testing, it was discovered there is an issue with one of the radios
      - The vendor is going to replace the radio so we can finish the project
- Solar Project – Network Monitoring
  - We worked with Greenskies to setup outside access to the solar monitoring system
    - Savings and power generation is tracked and reports can be pulled from there via a web interface
- Successful completion of Sallyport Software Upgrade
  - Inmate tracking software migrated to a new server and the client computers have all been upgraded
- Ongoing projects
  - Munis GL and payroll support, Munis Contract Management implementation, backup server project, backup internet and new firewall project