

**MINUTES OF MIDWAY TOWN COUNCIL SPECIAL MEETING HELD ON MAY 21, 2015 AT 7:00 P.M. AT TOWN HALL, 125 GUMTREE ROAD, MIDWAY, NORTH CAROLINA**

**CALL TO ORDER**

Mayor Norman Wilkes called the meeting to order.

Councilors present were: Mike McAlpine, John Byrum, Keith Leonard, Robin Moon and Todd Nifong. Absent: None. Town Manager Ryan Ross and Town Attorney Jim Lanik were absent. Town Clerk Linda Hunt was present.

Proper notice of the Special Meeting was given as required by law.

No members of press were in attendance.

**PROPOSAL FROM YALE SYSTEMS, LLC – AUDIO AND VISUAL EQUIPMENT, SECURITY SYSTEMS AND COMPUTER NETWORK FOR NEW TOWN HALL**

Councilor Todd Nifong told Council he had asked Bruce Yale of Yale Systems, LLC to attend tonight's Special Town Council Meeting to answer any questions or address any concerns Council may have regarding his company's proposal for the audio/visual equipment, security systems and computer network for the new Town Hall.

A brief summary of the Council's discussion with Mr. Yale regarding the proposal follows:

Audio/Visual Equipment

- ❑ Number and size of microphones needed
  - 8 flexible gooseneck microphones included in the original proposal
  - Reducing number of microphones would affect reception of sound
  - Microphone for overflow room
- ❑ Monitors (TVs)
  - Question if monitor is needed for overflow room
  - TVs estimated to cost about \$700-\$800 each (47" LCD)
- ❑ Screens
  - Question if screens are needed
    - Provides visibility by audience of overhead projections
  - How proposed system compares to what other towns use
    - Average
    - Yale Systems, LLC installed system at Tobacoville, NC

Computer Network

- ❑ Number of All In One Workstations (computers) needed
  - Reduce number to one
- ❑ Number of laptops needed
  - Reduce to one
- ❑ Software
  - Number of Office 2013 Home/Small Business software packages needed (5 proposed)
  - Need for GovRecorder Software to record Town Council meetings

Mr. Yale said he could adjust the number of computers included in his proposal based on Council's wishes.

Councilor Todd Nifong said it is important that the Town work with Mr. Thomas on the timeline to avoid any unnecessary delays in the renovation project. Councilor Nifong asked Mr. Thomas to share his thoughts on the proposal and Council’s discussion.

Mr. Thomas stated he has worked with Yale Systems, LLC on several buildings and churches with positive results and he is comfortable with and confident of the work Mr. Yale has done for him. He explained that when his company has got bids on this type of equipment, Yale Systems has always been on the lower end of the bids. Mr. Thomas added that the Town needs adequate equipment, not top of the line. He said he would be comfortable with whatever equipment the Council selects from whomever the Council chooses.

Discussion only.

**OTHER OPTIONS AVAILABLE FOR AUDIO AND VISUAL EQUIPMENT, SECURITY SYSTEMS, AND COMPUTER NETWORK FOR NEW TOWN HALL**

At the Special Town Council meeting held May 12, 2015, Council agreed to seek additional proposals for audio and visual equipment, security systems, and computer network for the new Town Hall. Councilor John Byrum offered to assist in getting more proposals from other technology companies to compare the type and cost of equipment they would recommend for Town Hall with the proposal submitted by Yale Systems, LLC.

Town Manager Ryan Ross stated he contacted four other companies to request proposals on the above-referenced equipment. He asked each company to go by the new Town Hall and, if possible, to submit a proposal to the Town on the types and costs of the equipment they would recommend by June 1, 2015. The companies he contacted were ePlus Technology, Strategic Connections, Custom Home Audio, and Kennect Communications. Of those four, the only proposal the Town received was from Strategic Connections.

Mr. Ross introduced Mr. Tom Fonner of Strategic Connections, 961 Burke Street, Winston-Salem, North Carolina who was present to submit the proposal for audio/visual equipment, security systems, and computer network for Town Hall for Council consideration.

Strategic Connections is a technology systems integrator which has combined six core specialties of technology construction. These Core Divisions consist of Structured Cabling systems, Audio Visual systems, Commercial Security systems, Fire Alarm systems, Telephone systems, and Power Supply systems.

Mr. Fonner pointed out the proposal being submitting by Strategic Connections is based on his conversation with Councilor John Byrum about determining the type of equipment the Town may need, noting he had a short timeframe to get the proposal ready for this meeting and the possibility of changes needed based on Council’s input.

Description	Quantity	Cost Per Unit	Total
WPB109 HDMI and VGA w/audio plate	2	\$ 47.06	\$ 94.12
Share Link 200 WiFi Presenter	1	994.12	994.12
HDMI DA-2	2	405.89	811.78
Video Presentation Switcher	1	2,935.30	2,935.30
Touchpanel 7” for Dais (Near Clerk and Manager)	1	1,758.83	1,758.83
VGA-HDMI DTP Transmitter	1	641.18	641.18
HDMI RX Receiver	1	276.48	276.48
Audio Mixer DSP	1	1,175.30	1,175.30
Boundary Microphone	5	210.59	1,052.95
Wireless Microphone Combo Lay and HH	1	743.53	743.53

Amplifier 2Channel	1	560.00	560.00
CVS6 Ceiling Speaker	8	110.59	884.72
HD Camera for Council Chamber	1	1,000.00	1,000.00
60 Inch Monitor	4	1,135.30	4,541.20
Wall Mount	3	193.13	579.39
Articulating Mount	1	560.62	294.12
Security Monitor	1	294.12	294.12
Cable, Connectors, Hardware	1	2,647.06	2,647.06
Cabling	1	2,941.18	2,941.18
WiFi (3 wireless access points)	1	949.32	949.32
Alarm and Security	1	5,882.36	5,882.36
Freight	1	1,096.33	1,096.33
TOTAL			\$38,403.23

Note: One microphone per two people. Does not recommend gooseneck microphones.  
Does not include computers or recording equipment but can be added at anytime.  
Cabling for cable TV, data/telephone and wireless access points.  
Includes materials and labor.

Mr. Fonner pointed out that he did not include the screens in the proposal. Instead, four monitors are included – two for the Council room and two for the overflow room. Mr. Fonner said it is recommendation to use monitors rather than screens. Monitors provide good contrast with no shadows and there would be no light interference. For maps, monitors provide better definition; however, screens would be better for larger maps.

Mr. Fonner said his proposal is based on the cost of “middle-ground” equipment under the concept of Good/Better/Best. He said using commercial grade equipment when only holding two or three meetings a month at Town Hall would be a waste of money.

Mr. Fonner named several towns/counties where Strategic Connections has done similar projects:

Forsyth County	Forsyth County Courtroom	Rowan County
Randolph County	Nash County	

In addition, Strategic Connections is currently working with Davidson County on a proposal for one of its courtrooms.

At the conclusion of the presentation, Mr. Fonner pointed out that the proposal submitted at this meeting is only a draft for discussion purposes; however, Strategic Connections could have a formal proposal ready in time for the next Town Council meeting if Council wishes the company to do so.

Discussion followed.

Mayor Pro Tem Mike McAlpine referenced the input received from Vagn Hansen, Andy Goodall and Town Planner Erin Burris of Benchmark CMR, Inc. regarding the need for a server at Town Hall. They all agreed the Town does not need a server at this time but it would be good ahead and have the conduit and wiring done for future needs.

Councilor Byrum commented that in looking at the two proposals, the cost for the security systems is basically the same.

Councilor Moon expressed his concern about the 60" monitors being large enough since they would also be used in place of screens.

Asked for his opinion on what has been proposed, House Renovations Contractor Frank Thomas commented he believed the Town should purchase a larger monitor (possibly 80") and that for security reasons, he felt the Council needs to see into the overflow room. Mr. Thomas added that he would spend some time with the representative for Strategic Connections to go over the full layout of the structure and plans

It was the consensus of Council to request a formal proposal from Strategic Connections for the audio/visual equipment, security systems, and the computer network for the new Town Hall to be submitted by the next Town Council regular meeting on June 1, 2015.

**ADJOURNMENT**

On motion by Mayor Pro Tem Mike McAlpine, seconded by Councilor Robin Moon, Council voted unanimously to adjourn the meeting.

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Norman L. Wilkes, Mayor

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Linda A. Hunt, Town Clerk