

MINUTES
SPECIAL COMMON COUNCIL MEETING
CITY OF BERLIN
TUESDAY, NOVEMBER 3, 2020
DIRECTLY FOLLOWING 7:00 PM COMMITTEE OF THE WHOLE MEETING
COMMON COUNCIL CHAMBERS

Ald. Boeck called the November 3, 2020 Special Common Council meeting to order at 7:07 p.m. Roll call present: Ald. Boeck, Lehr, Nigbor, Erdmann, Bruessel and Harke. Staff present: Lindsey Kemnitz and Jodie Olson. Mayor Schramer attended virtually. Also present: Chris Jenkinson.

Ald. Bruessel moved to seat Mayor Schramer virtually, seconded by Harke which carried by voice vote.

There were no general public comments.

Next was presentation and discussion on the Virtual Task Force (VTF) findings and recommendations on upgrading virtual meeting equipment and installation bids. Two (2) bids had been received from Heartland Business Systems and CDW. Due to negative customer references, the VTF recommends CDW. Jenkinson reviewed the proposal which would upgrade for improved and enhanced cable TV viewing, video and audio live-streaming capabilities, updated cameras, mixers, speakers, amplifier, and control board, as well as two wall mounted projection screens and projectors for the Council Chambers. The bid was for \$53,448.54. Jenkinson indicated that using this system would not require an additional staff person to man it as it was a “press a button and go” system. This is why the quote included eight sessions of online training so staff could get the system set up the way we need it and be able to just press a button for meetings. Jenkinson indicated the equipment is built to last 5-10 years or longer. The cost was of concern and Mayor Schramer suggested other less expensive options. Jenkinson indicated the VTF explored many alternative options include the cheaper versions suggested by the Mayor; however, in order to accomplish an upgrade that would allow live streaming on both cable TV and internet as well as enhanced and improved audio and video quality, this was the option recommended. Olson indicated that Routes to Recovery grant funding is available for a portion of this project and other line items from the 2020 budget would need to be allocated to fully fund the project in 2020. If Council did not wish to utilize the grant funds for this project, the grant funding could be used elsewhere for the 2020 budget so the funding would not be lost either way. Due to the timing of the Routes to Recovery grant, the decision has to be made quickly so it would qualify for grant submission.

Ald. Bruessel moved to accept the Virtual Meeting Task Force recommendation to accept the bid from CDW for video meeting equipment and installation and authorize staff to move ahead with the purchase. Ald. Boeck seconded the motion which carried by voice vote. Ald. Bruessel then moved to budget \$5,000 annually for future maintenance and replacement of equipment. Harke seconded the motion. Harke moved to amend the main motion to start budgeting the \$5,000 with the 2022 budget. Bruessel seconded the motion. A vote on the amendment carried by voice vote. A vote on the main motion as amended was approved unanimously by voice vote.

Ald. Nigbor moved to adjourn at 7:42 p.m. Ald. Lehr seconded the motion which carried by voice.

Jodie Olson, City Clerk