JANUARY 14, 2016   TOWN BOARD MEETING

The regular monthly meeting of the Board of Trustees of Caseyville Township was called to order at 7 p.m. by Supervisor Canty who directed Clerk Jacknewitz to call the roll, and upon roll call the following members answered present: Trustees Chrismore, Moody, Lemansky, and Donovan; absent John Waldron, highway commissioner. Also present Joe Steinhauer, security, John Driscoll, assessor, Jack Hickman, IT, Darlene Hickman, Tim Fleming, attorney, Todd Fleming, attorney, Eric Evans, attorney, Brad VanHoose, Mark Blackburn.

Supervisor Canty directed Clerk Jacknewitz to read the minutes of the previous meeting. A motion was made by Mr. Donovan, second by Mr. Lemansky to dispense with the reading of the minutes, and motion carried.

The following bills were approved for payment upon a motion by Mr. Donovan, second by Ms. Moody, and motion carried. Bills totaled as follows:

Building & Equipment Fund:	31,682.00
Town Fund:	17,397.97
Permanent Road Fund:	11,986.46
General Assistance Fund:	2,991.14
Road & Bridge Fund:	2,245.32
Community Building Fund:	77.59
Road & Bridge Fund:	44.28

Brad VanHoose spoke before the Board concerning the administration building computers.

Jack Hickman spoke before the Board concerning the Caseyville Township IT System Audit. A motion was made by Mr. Chrismore, second by Mr. Donovan to place the Caseyville Township IT System Audit on file. Motion carried. note: see attachment #1.

A motion was made by Mr. Chrismore, second by Mr. Lemansky to approve the union employee healthcare insurance premium increase of 25% with the following roll call vote: Lemansky – aye, Moody – aye, Chrismore – aye, Donovan – aye, and Canty nay. Motion carried by a vote of 4 ayes, and 1 nay.

A motion was made by Mr. Donovan, second by Mr. Lemansky approve the Pinnacle Electronic Systems maintenance contract renewal to be paid quarterly. Motion carried.

The Board discussed Mary Ortiz sewer work days.

Supervisor Canty stated to the Board that his sister had a medical emergency, complications from a heart transplant and he was not able to attend the 2015 TOI Annual Conference.

The Board discussed the March 2015 Treasurer's report.

The Board discussed reviewing the closed session minutes and discussed the possible violation of the HIPAA laws.

A motion was made Mr. Donovan, second by Mr. Chrismore to begin the installation of the Senior Center TV. Motion carried.

Attorney Eric Evans spoke before the Board and stated Supervisor Canty should say no comment. note: see attachment #2

There being no further business to come before the Board, a motion to adjourn was made by Ms. Moody, second by Mr. Canty, and motion carried.

The next regular meeting will be held on February 11, 2016, 7 p.m.

Respectfully submitted,

CASEYVILLE IT SYSTEM AUDIT

14 Jan 2016

1. UPDATES
    1. SOFTWARE INVENTORY; On hold pending a decision from the board regarding the direction that the board desires to take in re system structural issues.
    2. HARDWARE INVENTORY; Pending a decision from the board in regard to disposition of excess assets.
2. NEW ITEMS
    1. USER ISSUES; In the course of conducting the audit I observed evidence of numerous instances of employees use on non-busisness websites (Games, coupons, social media, etcetera). While reviewing invoices from ComputerEase I observed multiple service calls for treatment of various virus/malware infections. Per Jeff, there is no published guidance regarding permissible and impermissible use of the township computer system. RECOMMENDATION; I recommend that this be corrected at the earliest opportunity. This will result in reduced exposure to malware as well as reduced expense and lost productivity associated with correcting malware infections.
    2. SYSTEM ARCHITECTURE; At this time the township system consists of three separate and distinct elements:
        i. The West Plant has a single desktop PC used as a SCADA Viewer. This viewer communicates to the SCADA server at the East Plant through an AT&T U-Verse data line (approx $600/yr) into the internet and back out of the internet to the East Plant SCADA server.
        ii. The Township Building has four PC's connecting to the internet using a Charter data connection (approx $600/yr) on a monthly rental. A single email account is shared among all building employees using the Charter account.
        iii. The East Plant system has a server running Windows Server2012 and a basic domain structure with Active Directory management. Each employee has an individual email account maintained by Computerease. The site connects to the internet using an AT&T data line (approx $600/yr).

        Having three different systems which do not share updates, security patches, or user management makes it more difficult to effectively manage system assets and track existing and potential problems. RECOMMENDATION;

        i. Discontinue the AT&T U-Verse monthly rental and install a point-to-point dedicated data line from the West Plant to the East Plant. (cost TBD)

      ii.   Discontinue the Charter monthly rental and install a point-to-point dedicated data line from the Township Building to the East Plant. (cost TBD)

      iii.   Integrate the West Plant and Township Building users and assets into the existing East Plant domain structure.

      iv.   Create individual email accounts on the East Plant system for each of the Township Building and West Plant users.

      v.   Upon completion of the system integration, install a system-wide software management application (some are free) which allows license management, update/patch distribution, and a broader span of control of system resources and tighter security. Automating asset/license management will also serve to minimize hours spent manually assessing each PC's software, searching scattered records, and comparing invoices and receipts against software loaded on PC's.

3. There are currently seven (7) PC's at the East Plant using WinXP. There is no practical means of updating from XP to a more current operating system.

    1. One (PC4b/Jeff) is unused and can be removed from service.
    2. One (PC2-New/InfiniTime) is in danger of failing entirely and should be replaced as soon as practical.
    3. One (SCADA3) is used as a shared general purpose terminal in the SCADA room.
    4. Two are used as SCADA Viewers and perform no other function.
    5. Two are used as SCADA Servers in the Lab and perform no other function.

RECOMMENDATION; Remove #1 above from service and declare it 'surplus'. Replace #2 and #3 above with new Win7 PC's as soon as practical. Place two suitable Win7 PC's in parallel with the SCADA Viewers and test them in the SCADA environment before removing the existing viewers from service. If the two new 'viewer' PC's work properly, place two suitable Win7 PC's in parallel with the existing SCADA servers and repeat the process. The *Approximate* cost of six suitable new PC's is in the neighborhood of $4,000+ tax.

All other in-use PC's have Windows7 Professional. Replacing the older WinXP machines with Win7 PC's will bring the entire system up to the same level of supportability. Win7 is still supported by updates and security patches, however it may be desirable to update the Win7 PC's to Win10 at some point while the update remains free.
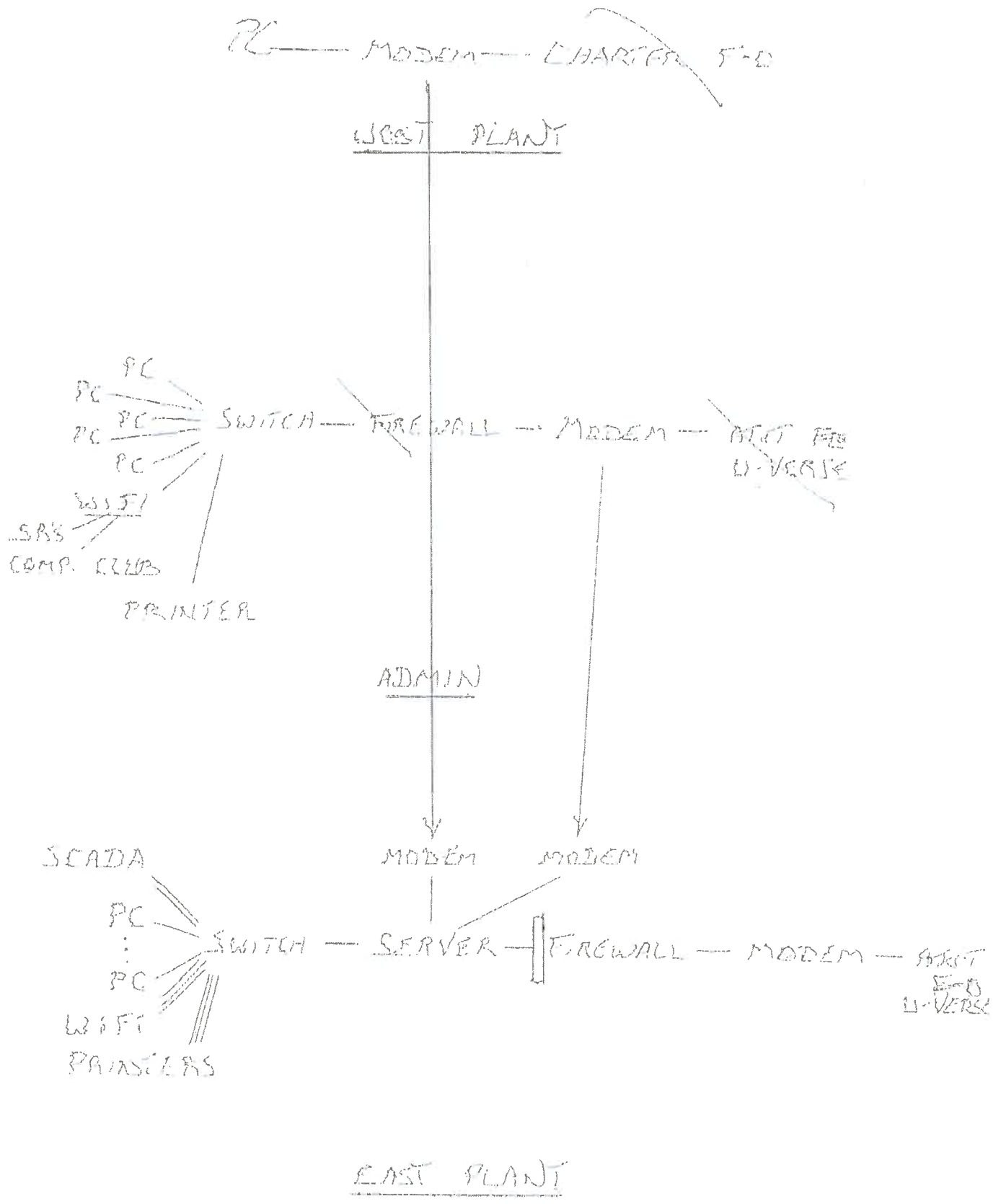
RECOMMENDED ACTIONS

I.   Immediate
1.   Replace East Plant InfiniTime PC w/new Win7 PC (B334, $400 +/-)
2.   Replace SCADA3 with new Win7 PC (B334, $400 +/-)
3.   Remove PC4b from Jeff's office & declare Surplus
                NET; $800

II.   Short Term
1.   Replace 3 SCADA viewers w/new Win7 PC's
        (DELL Optiplex, $1,200 +/-)
2.   Replace 2 SCADA servers w/new Win7 PC's
        (DELL Optiplex, 1 @ $730, 1 @ $880; $1,610 +/-)
                NET; $2,810
3.   Create & publish guidance for prohibited practices on township LAN

III.   Long Term
1.   Consolidate West Plant, East Plant & Admin under East Plant domain
2.   Save $1,200 +/-/yr by canceling 2 existing monthly rentals
3.   Cost ($??) for 2 new point-to-point data links
                NET;
4.   Terminate West Plant & Admin data link leases
                NET;
5.   Install software mgmt pkg on domain server & perform software audit.
6.   Consider migrating away from proprietary OS & apps towards open source. (NOTE; Per Msoft, Win7 support ends Jan 2020).

PC —— MODEM —— CHARTER 5-0

WEST PLANT

PC
PC
PC   PC
PC   SWITCH —— FIREWALL —— MODEM —— AT&T
PC   U-VERSE
WIFI
SRS
COMP. CLUB

PRINTER

ADMIN

SCADA   MODEM   MODEM

PC
:   SWITCH —— SERVER —— FIREWALL —— MODEM —— AT&T
PC   5-0
WIFI   U-VERSE
PRINTERS

EAST PLANT

Survey of ComputerEase invoiced software installations:

Title	Mfr	Qty	At	Inst on
Win7 Pro	Microsoft	1	ConfrmPC	03/27/15, #23886
Office 2013 (Word, Excel, P Point, Outlook, 1 note)	Microsoft	1	ConfrmPC	03/27/15, #23886
Webroot antivirus (1yr)	Microsoft	1	ConfrmPC	03/27/15, #23886
Win8Prof factory downgrade to Win7Pro	Microsoft	1	West plant	22Aug14, #23190
Office 2013 Std	Microsoft	1	West plant	22Aug14, #23190
Symantec Endpoint Protection	Symantec	1	West plant	22Aug14, #23190
PCAnywhere		1	West plant	22Aug14, #23190
Windows Server 2012 Std	Microsoft	1	E. Plant svr	02Sep14, #23238
Windows Server 2012 user CAL's	Microsoft	15	E Plant svr	02Sep14, #23238
Symantec Endpoint Protection	Symantec	1	E Plant svr	02Sep14, #23238
Win8Prof factory downgrade to Win7Pro	Microsoft	1	??	02Sep14, #23240
Symantec Endpoint Protec	Symantec	1	??	02Sep14, #23240
LOCIS		1	??	02Sep14, #23240
Win8Prof factory downgrade to Win7Pro	Microsoft	1	??	02Sep14, #23240
Office 2013 Std (D-378 12-11)	Microsoft	1	??	02Sep14, #23240
Symantec Endpoint Protection	Symantec	1	??	02Sep14, #23240
Win8Prof factory downgrade to Win7Pro	Microsoft	1	??	21May14, #13786
Symantec Endpoint Protect	Symantec	1	??	21May14, #13786
LOCIS		1	??	21May14, #13786
PDF Factory	Adobe	2	Sandy, bankpc	09Oct14, #23370
WatchGuard firewall (1yr)		1	??	26Aug14, #23194
Office2010	Microsoft	1	JeffB	31Dec14, #23655
Symantec Endpoint Protection	Symantec	1	??	31Dec14, #23655
Symantec Endpoint Protection	Symantec	1	??	30Jan14, #22411
InfiniTime		1	PC2-new	16Mar13, #21331
Protect Server Edition		1	E Plant svr	31Jan13, #21185
PDF Factory	Adobe	3	??	21Feb13, #21266
Shadow Protect Desktop		2	Scada1, Scada2	07Jan12, #19953
Trend Micro Antivirus		2	??	07Jan12, #19953
Trend Micro Antivirus		3	??	07Jan12, #19953
Office 2010 Home & Business	Microsoft	1	E Plant PC	01Nov12, #20828
Office 2010 Home & Business	Microsoft	1	Debbie	13Dec12, #20982
Trend Micro Antivirus		2	Scada1, Scada2	29Sep11 #19692
PC Anywhere		1	Joe	29Sep11 #19692
Office 2010 Home & Business	Microsoft	1	Joe	25Jun11, #19151
Trend Micro Antivirus		1	Joe	25Jun11, #19151
Office 2010 Home & Business	Microsoft	2	Terri, Carole	25Jun11, #19151
Trend Micro Antivirus + antiSpyware 2010		5	??	19Jan11, #18983
Trend Micro Antivirus + antiSpyware 2010		2	??	19Jan11, #18983
Trend Micro Antivirus 2010 (1yr)		1	??	19Jun10 #18395
DWG Trueview		3	?? 3 Laptops ??	23Sep10, #18689
WatchGuard Firebox firewall (1yr A V)		1	??	23Sep10 #18689

Trend Micro AntiVirus 2009 (1yr)		1	(laptops)	21Jan10, #1793?	
PC Anywhere		2	Scada1, Scada2	21Jan10, #17959	
Trend Micro Antivirus		1	I. Plant PC	21Jan10, #17959	
Office Basic 2007	Microsoft	1	E. Plant PC	21Jan10, #17959	
		80			

TITLE	QTY	
DWG Trueview	3	
LOCIS	2	
MSOffice 2010 Home & Bus.	4	
MSOffice 2013 Std	3	} 8
MSOffice Basic 2007	1	
PCAnywhere	4	
PDF Factory	5	
Protect Server Editon	1	
Shadow Protect Desktop	2	
Shadow Protect Server	1	
Symantec Endpoint Protection	7	
Trend Micro Antivirus	21	? too MANY ?
WatchGuard	2	
Webroot Antivirus	1	
Win2012 Server	1	
Win2012 Server CAL's	15	?
Win7 Pro	1	
Win8Prof factory downgrade to Win7Pro	4	} 5
	80	

Could you at this time address this board as to the location of the missing computer from your private office?

Could you explain to this board why the computer that was seized from your office was actually an old clerical computer and not the one that was installed in your office?

It was recently discovered that the office managers computer contains numerous documents directly related to the last nonpartisan election. These documents being campaign flyers, fundraising records as well as fundraising mailing lists and numerous other campaign related documents. The majority of this board has requested that Fairview Heights PD expand their investigation to include the use of a government facility, government equipment and government resources used for political purposes and or personal gain.

Sent from my iPad

JAN 14 MEETING