

Administration Committee Meeting Report (submitted 10-09-07)
Wednesday, October 3, 2007, 6:00 p.m., Henry County Courthouse, Room 303C.

Members present: Jesse Crouch, John Sovanski, Tom Steele and Rich Nordstrom.
Members absent: None. Others present: Rosemary Rathjen, IS Director; Dick Erickson, County Administrator; Jerry Shannon, Maintenance Supervisor, Kippy Nelson and Ann DeSmith, County Board Members; Lisa Hammer, Press; and Mr. Troy Coziahr.

Chairman Steele called the meeting to order at 6:00 p.m.

The agenda was approved with the following additions: Presentation of FY08 Insurance Program – Mr. Jim Grier and Mr. Kevin Hermie, Jager Agency, Inc.; Under Item V. New Business: A. 3. Health Advisory Committee recommendations and E. IMRF Military Service Credit.

Member Sovanski moved that the September 5, 2007 Administration Committee meeting minutes be approved as printed, Member Nordstrom seconded, all were in favor and motion carried.

Mr. Dwaine VanMeenen, Mayor of Cambridge, Mr. Mike Palmer, Village Administrator and Mr. Bill Schehl, Village Council Member presented an alternative parking lot plan to the County's 2002 plan for committee consideration. (on file) Provisions of the alternative plan includes: 1) 15 parallel parking spaces will be reinstated in the West bound lane of the 300 block of Center Street Boulevard; 2) 6 new diagonal parking spaces will be added by cutting into the Boulevard from the East bound lane; 3) Village will complete said alternative parking plan during their 2008 fiscal year; 4) Village agrees that all new and current parking spaces will be available for Courthouse parking; 5) County agrees not to expand S. Main Street parking lot beyond the current right of way dimension (117'); 6) Village agrees that the portion of the park owned by the County and not developed as a parking lot will remain "open space"; 7) If Village reduces the number of parking spaces on the Center Street Boulevard the County has the option to expand S. Main Street parking beyond the right-of-way dimension into the park area on land owned by the County; 8) Village and County agree that a sidewalk can be added on the County owned property that is not developed as part of the S. Main Street parking lot; and 9) Village will prepare a draft perpetual intergovernmental agreement defining all terms and conditions.

Mr. Jim Grier and Mr. Kevin Hermie, Jager Agency, Inc., distributed the proposed FY08 Insurance Program Package for Committee review and consideration. (on file) The premium for FY08 will be \$642,172.00 compared to the FY07 premium of \$663,197.00. Action on the FY08 Insurance Program Package will be taken at the November Administration Committee and County Board meetings.

Jerry Shannon reported: 1) Testing the emergency generator and electrical transformer has been completed (report on file); 2) 8 sections of sidewalk need replaced; and 3) Lawn tractor has broken down and replacement should be considered in current fiscal year rather than FY08.

The Committee reviewed and discussed the Altorfer Power Systems report regarding the performance test of the emergency generator and electrical transformer. The Committee authorized the Maintenance Department to request a quotation from Midwest Engineering Consultants to determine building and generator grounding deficiencies.

Member Sovanski moved to recommend the County Board approve the quotation for the purchase of a new John Deere X740 24 HP L/C Diesel lawn tractor and related equipment in the total amount of \$10,400.00, Member Nordstrom seconded, all were in favor and motion carried. (see attached quote)

Dick Erickson reported that Phillips and Associates Architects, Inc. have commenced work on the Courthouse clock tower/roof repair project. Bi-State has reported that Henry County did not receive project grant funding from the Preservation Heritage Fund for 2007. A formal letter of the grant review determination will follow. Henry County was encouraged to update their application for consideration in 2008 and Bi-State has offered to provide assistance in the process.

Member Sovanski moved to recommend to the Finance Committee the September building/insurance claims in the amount of \$29,029.29, Member Nordstrom seconded, all were in favor and motion carried.

The Committee reviewed and discussed the August Health Care Plan Fund Claims, Reinsurance, Loss Control and Administration Expense Reports and the September Health Care Plan Fund Balance Report. (on file) The Committee acknowledged that options must be explored to increase the operating reserve fund balance of the Health Care Plan. The Committee reviewed and discussed the Health Care Plan Advisory Committee recommendations, dated September 20, 2007. (see attachment) The Committee agreed that the following Health Care Plan changes and premium adjustments, effective December 1, 2007, be considered at the November meeting: 1) Employer/employee premiums be increased 10%; 2) WRAP-Around Plan be converted to a Medical Reimbursement Plan; 3) Establish a \$25,000.00 limit on kidney transplant; 4) Revise "Eligibility Provision" and "Incompatibility Clause"; and 5) Approval of a 2-year contract with Medical Cost management (MCM) for disease management services. (see attached summary) A meeting will be scheduled with the various unions to meet and confer regarding the proposed changes to the insurance coverage.

The Committee reviewed and discussed a 3-year renewal proposal from Ruyle Corporation for the Building Operation & Maintenance Agreement. The proposed agreement includes a 3% annual increase. Member Crouch moved to recommend to the County Board approval of the Building Operation & Maintenance Agreement, term from 12/01/07 – 11/30/10, Member Sovanski seconded, all were in favor and motion carried. (see attachment)

The Committee discussed the proposed Illowa Construction Labor and Management Council's IMPACT Agreement regarding the repair project of the Courthouse clock tower and roof. No action was taken at this time.

Member Sovanski made a motion to concur with the Department Head's endorsement of the Wells Fargo Membership Program for County employees, Member Crouch seconded, all were in favor and motion carried. (on file)

The Committee reviewed and discussed the new legislation allowing IMRF members to convert up to 4 years (previously 2 years) of military service to IMRF service credit. (on file) Increasing the amount of time that can be purchased from 2 to 4 years remains optional with the employer. Employees would be responsible to pay their portion of the cost to convert while the employer's portion would be reflected in future IMRF rates. The Committee concurred with the change and referred to the Finance Committee for their recommendation. In addition, the Committee discussed the IMRF Voluntary Additional Contribution Program for plan members. Based upon available information the Committee determined that the promotion of IMRF benefits was the responsibility of IMRF.

The Committee continued discussion of the alternative parking lot plan. The draft intergovernmental agreement will be considered at the next Administration Committee meeting for presentation at the November County Board meeting.

The next regular meeting of the Administration Committee will be set for Wednesday, November 7, 2007, at 6:00 p.m., in the Board Conference Room #303C, third floor, Courthouse.

The meeting adjourned at 8:19 P.M.

Respectfully submitted,

Dick Erickson, County Administrator