

Administration Committee Meeting Report (submitted 12-04-08)

Wednesday, December 3, 2008, 4:30 p.m., Henry County Courthouse, Room 303C.

Members present: Tom Steele, Jesse Crouch, Ted Sturtevant and John Sovanski.
Members absent: Jason DeSplinter. Others present: Bill Preston, Lisa Hammer, Cheryl Crouch, Naomi Stahl, Deputy County Administrator and Colleen Gillaspie, County Administrator.

Chairman Steele called the meeting to order at 4:30 p.m.

Member Crouch moved to approve the agenda with the additions of Item III. A. Thompson Electronics Fire Alarm System Inspection Contract and Item VI. C. Parking Lot Project Bidding Process, Member Sovanski seconded, all were in favor and motion carried.

Member Sovanski moved that the November 6, 2008 Administration Committee meeting minutes be approved as printed, Member Crouch seconded, all were in favor and motion carried.

Mr. David Pistorius, First Midstate Inc., presented several bond options for the Committee's review. (materials on file) The Committee requested Mr. Pistorius construct a proposal for both general obligation and alternate revenue bonds. A meeting was set for December 11th at 2:30 p.m. in Room 303C to review and discuss the proposal with Mr. Pistorius.

Jerry Shannon reported: 1) Maintenance Department continues routine cleaning/maintenance duties and 2) Ruyle informed Jerry that our steam heating system controls are antiquated and need upgraded.

The Committee reviewed the proposed fire alarm inspection contract from Thompson Electronics. Member Crouch moved to approve the fire alarm inspection contract with Thompson Electronics at an annual cost of \$2,350.00, Member Sovanski seconded, all were in favor and motion carried.

Member Crouch left at 5:45 p.m.

The Committee then reviewed and discussed the replacement pneumatic tube system quote for the jail. Member Sovanski moved to approve Lamson Airtubes replace the pneumatic tube system in the jail, per the quotation dated October 14, 2008, in the amount of \$4,950.00, Member Sturtevant seconded, all were in favor and motion carried.

Member Sovanski moved to recommend to the Finance Committee the November building/insurance claims in the amount of \$52,491.67, Member Sturtevant seconded, all were in favor and motion carried.

Administration Committee Meeting Report
Thursday, December 11, 2008, 2:30 p.m., Henry County Courthouse,
Room 303C.

Members present: Tom Steele, John Sovanski, Jesse Crouch and Ted Sturtevant. Member absent: Jason DeSplinter. Others present: Bill Preston, David Pistorius, First Midstate, Inc. and Colleen Gillaspie, County Administrator.

Chairman Steele called the meeting to order at 2:30 p.m.

David Pistorius, First Midstate, Inc., distributed and discussed information as requested by the Administration Committee on both general obligation and alternate revenue bonds as well as the implementation of a sales tax to be used to pay for the alternate revenue bonds. (on file)

After discussion, the Committee agreed to move forward in the process of implementing a sales tax to be used for payment of alternate revenue bonds. The Committee set a meeting on December 23, 2008 at 4:30 p.m. in Room 303C with Mr. Bill Phillips, Phillips and Associates Architects, Inc., to discuss any possible changes to his February 7, 2008 estimate due to pricing increases or identification of additional necessary repairs.

The meeting adjourned at 4:00 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator