

Administration Committee Meeting Report (submitted 7-13-09)
Wednesday, July 8, 2009, 6:00 p.m., Henry County Courthouse, Room 303C.

Members present: Tom Steele, Jesse Crouch, Ted Sturtevant, John Sovanski and Jason DeSplinter. Members absent: None. Others present: Bill Preston, Lisa Hammer and Colleen Gillaspie, County Administrator.

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

Member Crouch moved to approve the agenda as printed, Member Sovanski seconded, all were in favor and motion carried.

Member Crouch moved that the June 3, 2009 Administration Committee meeting minutes be approved as printed, Member DeSplinter seconded, all were in favor and motion carried.

Mr. Ron Jones and Mr. Matt Jones, Mutual Medical Plans, Inc., presented the reinsurance renewal options for the period July 1, 2009 to June 30, 2010. (see attachment) Member Crouch moved to recommend the County Board accept the reinsurance renewal proposal from Symetra Life Insurance Co. in the amount of \$340,386.00, Member Sovanski seconded, all were in favor and motion carried.

Jerry Shannon reported: 1) Maintenance Department continues routine cleaning/maintenance duties; 2) The Treasurer's Office project is complete; 3) Two bids for the electrical system tightening in the Jail were reviewed and discussed; 4) Two bids for the construction of a security window at the front entrance were reviewed and discussed; 5) An additional quote for window replacements in the Assessor's Office and the 2nd floor large courtroom was reviewed and discussed; 6) An estimate for a rotary broom attachment was reviewed and discussed. The Committee requested Jerry clarify the amount of the quote and report back at the next meeting; and 7) The electrical project in the County Clerk's vaults in complete.

Member Sovanski moved to accept the bid from Harris Electric, Inc. in the amount of \$500.00 to tighten the lugs in the Jail, Member DeSplinter seconded, all were in favor and motion carried.

Member Sovanski moved to accept the bid from Maintenance Services Unlimited LLC. in the amount of \$795.00 to install a security window at the front entrance, Member DeSplinter seconded, all were in favor and motion carried.

Member Crouch moved to accept the bids from East Moline Glass in the amounts of \$1,315.84 and \$2,668.88 for a total amount of \$3,984.72, to be paid out of the Capital Building Fund (8470) to replace windows in the

Assessor's Office and 2nd floor large courtroom, Member Sturtevant seconded, all were in favor and motion carried.

Member Sovanski moved to recommend to the Finance Committee the June building/insurance claims in the amount of \$26,184.36, Member Crouch seconded, all were in favor and motion carried.

Under old business, discussion of the software proposal from Geneseo Telephone Company was tabled until the August meeting.

Under new business, the Committee reviewed and discussed the May Reinsurance, Loss Control and Administration Expense Reports and the June Health Care Plan Fund Claims and Health Care Plan Fund Balance Reports. (on file)

Chairman Steele and Member Crouch discussed their meetings with area legislators to discuss possible available funding for the Courthouse repairs. The Committee requested Bill Phillips be contacted to make any necessary revisions to the Courthouse repair estimates for submission to the Committee at the August meeting. It was also requested that David Pistorius create an updated bond resolution for Committee review in August.

The 2002 Bond Refunding has been completed. The total realized savings was \$100,943.47, amortized over the remaining eight years of the bond payments. During this process the County also needed to receive a new bond rating from Standard & Poor's. The current Henry County rating is AA-/Stable while our previous rating was AAA.

The proposed FY10 County Board, County Building, TORT, Health Care Plan and Capital Building budgets were distributed for Committee review.

The Committee reviewed the Department Heads recommendation to revise the Personnel Policy. The Committee requested additional information be sent to them for review.

Member DeSplinter moved to go into closed session to discuss labor issues at 7:40 p.m., Member Sturtevant seconded, all were in favor and motion carried, 5 yes – J. Crouch, T. Sturtevant, J. Sovanski, J. DeSplinter and T. Steele; 0 no; 0 absent.

Member DeSplinter moved to return to open session at 8:00 p.m., Member Sovanski seconded, all were in favor and motion carried.

Member Crouch moved to recommend County Board approve the Collective Bargaining Agreements between County of Henry and American Federation of State, County and Municipal Employees (AFSCME) effective December 1,

2008 to November 30, 2011, subject to proper notification to the County's labor counsel from AFSCME of the contract ratification, Member Sovanski seconded, all were in favor and motion carried. (contract changes distributed at meeting)

The next regular Administration Committee meeting was set for Wednesday, August 5, 2009, at 6:00 p.m., in the Board Conference Room #303C, third floor, Courthouse.

The meeting adjourned at 8:10 P.M.

Respectfully submitted,

Colleen Gillaspie, County Administrator