

Administration Committee Meeting Report (submitted 8-10-09)

Wednesday, August 5, 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: David Pistorius, Lisa Hammer and Colleen Gillaspie, County Administrator.

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

Member Sovanski moved to approve the agenda after moving Item V. C. to Item II. and with the addition of Item V. E. Proclamation Designating Union Label Week , Member DeSplinter seconded, all were in favor and motion carried.

Member Sovanski moved that the July 8, 2009 Administration Committee meeting minutes be approved with a change on page three from November 2010 to November 2011, Member DeSplinter seconded, all were in favor and motion carried.

Mr. David Pistorius, First Midstate Incorporated, discussed a new resolution propositioning voters to impose a Public Facilities Sales Tax. He indicated the interest rates First Midstate Inc. used in February had decreased approximately 0.50%. Bill Phillips, Phillips & Associates Architects, Inc., created a letter which expressed his feeling that the previous courthouse repair cost should be increased 10% if the work will be completed in 2010 or 16% if the work will be completed in 2011. Member Sovanski made a motion to recommend the County Board consider and act on a Resolution providing for and requiring the submission of the proposition to impose a public facility sales tax in the amount of ¼% to the voters of Henry County at the primary election to be held February 2, 2010, Member Crouch seconded, all were in favor and motion carried. (see enclosures)

Jerry Shannon reported: 1) Maintenance Department continues routine cleaning/maintenance duties; and 2) A revised estimate for a rotary broom attachment was reviewed and discussed.

Member Crouch moved to accept the bid from Holland & Sons, Inc. in the amount of \$1,900.00 for the purchase of a 52" Quick-Hitch Rotary Broom and new implement drive shaft, Member Sturtevant seconded, 4 aye, 1 nay (J. DeSplinter), motion carried.

Member Crouch moved to go into closed session to discuss personnel at 6:34 p.m., Member Sovanski 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 Sovanski moved to return to open session at 6:50 p.m., Member DeSplinter seconded, all were in favor and motion carried.

Member Sovanski moved to recommend to the Finance Committee the July building/insurance claims in the amount of \$48,536.92, Member DeSplinter seconded, all were in favor and motion carried.

Under old business, Rosemary Rathjen is working with Geneseo Telephone Company to determine if a different software package through the same company would work with our system.

The Committee continued reviewing the Department Heads recommendation to revise the Personnel Policy. Member DeSplinter moved to recommend the County Board approve electing the 12-month period prior to the commencement of leave as the 12-month period employees are allowed for specified family and medical reasons regarding the Family and Medical Leave Act (FMLA) of 1993 and adding such election language to the Henry County Schedule of Personnel Practices, Member Sovanski seconded, all were in favor and motion carried. (see attached language)

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

Chairman Steele announced he received a call from Senator Risinger's Office asking the County Board Chairman to request a reallocation of funds which would then be used for Courthouse repairs. Colleen will talk to Steve Brandau regarding the announcement of the reallocation request.

Member DeSplinter moved to go into closed session to discuss labor issues at 7:24 p.m., Member Sovanski 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 Sovanski moved to return to open session at 7:38 p.m., Member DeSplinter seconded, all were in favor and motion carried.

Member Crouch moved to recommend the County Board approve the Proclamation Designating the Week of September 7<sup>th</sup> through 12<sup>th</sup>, 2009 as Union Label Week. (see attached Proclamation)

The Committee agreed to move the start time for all future meetings from 6:00 p.m. to 5:00 p.m.

The next regular Administration Committee meeting was set for Wednesday, September 2, 2009, at 5:00 p.m., in the Board Conference Room #303C, third floor, Courthouse.

The meeting adjourned at 7:45 P.M.

Respectfully submitted,

Colleen Gillaspie, County Administrator