

Administration Committee Meeting Report (submitted 9-8-09)
Wednesday, September 2, 2009, 5:00 p.m., Henry County Courthouse, Room 303C.

Members present: Jason DeSplinter, Jesse Crouch, John Sovanski and Tom Steele (at 5:29 p.m.). Members absent: Ted Sturtevant. Others present: Colleen Gillaspie, County Administrator.

Acting Chairman Sovanski called the meeting to order at 5:00 p.m.

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

Member DeSplinter moved that the August 5, 2009 Administration Committee meeting minutes be approved as printed, Member Crouch seconded, all were in favor and motion carried.

Jerry Shannon reported: 1) Maintenance Department continues routine cleaning/maintenance duties; 2) East Moline Glass provided a quote to replace three additional windows on the 2nd floor; 3) The wall in the Rural Revolving Loan Fund Administrator's Office and Deputy County Administrator's Office is crumbling in places and will need to be repaired/replaced. The brick inside the wall was wet and water from a recent rain was seen standing on the inside ledge of the wall as it was being repaired; and 4) The condensate tank is deteriorating and patching repairs are being made. Jerry stated repairs are able to be made at this time, but this should be noted as a necessary purchase request for the future.

Member Crouch moved to accept the bid from East Moline Glass in the amount of \$3,410.76 to be paid out of the Capital Building Fund (8470) to replace a total of 16 windows in the 2nd floor large courtroom, Member DeSplinter seconded, all were in favor and motion carried.

Chairman Steele arrived.

The Committee discussed the necessary wall repairs. In the past "patching work" has been completed on the façade of the building to slow the deterioration of the mortar and brick. The Committee requested one of the two companies who had completed this service in the past be requested back to spend a day patching the numerous holes to the outside of the building. Because a special lift must be rented for these repairs, the Committee indicated if the company determines the work cannot be completed in only one day that a special meeting may need to be called to review and approve further work.

Member Sovanski moved to recommend to the Finance Committee the August building/insurance claims in the amount of \$24,707.66, Member DeSplinter seconded, all were in favor and motion carried.

Under old business, no information was available. Colleen will follow-up for next month.

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

Chairman Steele discussed the need to re-establish an Ad Hoc Referendum Committee for the upcoming Public Facilities Sales Tax Referendum. Tom Steele will confirm Committee membership and set a meeting date and time.

The Committee discussed a request from the Village of Cambridge to supply asphalt for repairs to S. Main Street. It was decided that the Committee is not in favor of expending funds on the parking lot area unless there is a safety issue. Committee members will examine the area to determine if there is a current need.

The Committee discussed the issue of longevity for non-union Courthouse employees. After much discussion the consensus of the Committee was not to pursue longevity for non-union Courthouse employees at this time due to budgetary constraints. They agreed to revisit the issue at a later date.

The Committee discussed labor issues.

Member Crouch moved to go into closed session to review closed session meeting minutes at 7:03 p.m., Member DeSplinter seconded, all were in favor and motion carried, 4 yes – J. Crouch, J. Sovanski, J. DeSplinter and T. Steele; 0 no; 1 absent - T. Sturtevant.

Member Sovanski moved to return to open session at 7:05 p.m., Member DeSplinter seconded, all were in favor and motion carried.

Member Crouch moved to release the minutes of October 27, 2008; February 4, 2009; March 4, 2009 B; March 4, 2009 C; May 5, 2009; June 3, 2009 A; June 3, 2009 B; and August 5, 2009, Member DeSplinter seconded, all were in favor and motion carried.

Updates were given on the parking lot grant awarded previously by DCEO and the Clock Tower grant application being submitted to Landmarks Illinois.

The next regular Administration Committee meeting was set for Wednesday, October 7, 2009, at 5:00 p.m., in the Board Conference Room #303C, third floor, Courthouse.

The meeting adjourned at 7:14 P.M.

Respectfully submitted,

Colleen Gillaspie, County Administrator