

Administration Committee Meeting Report (submitted 5-10-10)  
Wednesday, May 5, 2010, 6:00 p.m., Henry County Courthouse, Room 303C.

Members present: Tom Steele, Jesse Crouch, Jason DeSplinter, Ted Sturtevant and John Sovanski. Members absent: None. Others present: 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 Sovanski moved that the April 7, 2010 Administration Committee meeting minutes be approved as printed, Member DeSplinter seconded, all were in favor and motion carried.

Jerry Shannon reported: 1) Maintenance Department continues routine cleaning/maintenance duties; 2) Companies were contacted regarding outsourcing of herbicide application. No company is available this year to dispense herbicide on the lawn; 3) The cracks in the west parking lot have been filled by the Highway Department; 4) A single bid was received for the repair/replacement of the sidewalk sections; and 5) A pine tree has bagworms and he has contacted a company out of Illinois City to take care of them when it gets warmer. There is another tree that has a fungus problem, but Jerry has read that the fungus should clear up on it's own when the weather gets warmer as well.

The Committee reviewed the bid received for the sidewalk repair/replacement. After discussion the Committee requested other companies be contacted to receive another competitive bid.

The Committee discussed the accumulation of comp time for the Maintenance Department. It was decided to continue the current practices of comp time accumulation and usage.

The Committee agreed to move to Item V. A. 2.

Member DeSplinter moved to go into closed session to discuss personnel at 6:24 p.m., Member Sovanski seconded, all were in favor and motion carried, 5 yes – T. Steele, J. Sovanski, J. DeSplinter, T. Sturtevant and J. Crouch; 0 no; 0 absent.

Member Sovanski moved to return to open session at 6:37 p.m., Member DeSplinter seconded, all were in favor and motion carried.

Member Sovanski moved to recommend to the Finance Committee the April building/insurance claims in the amount of \$34,399.07, Member Sturtevant seconded, all were in favor and motion carried.

Under old business, the Committee continued reviewing revisions to the Henry County Schedule of Personnel Practices. The Committee recommended all draft revisions to the Personnel Policy be forwarded to Department Heads for their review and comment.

Chairman Steele reported on the Executive Committee's discussion regarding placing a referendum on the November ballot. The Committee reviewed the financial requirements for the matching portion of the Landmarks Illinois Richard Driehaus County Courthouse Grant. The Committee requested the Finance Committee transfer \$50,000.00, available from the wind tower special use permit fees, from the General Fund to the Capital Building Fund. Member Sovanski moved to recommend the County Board approve the Landmarks Illinois Richard Driehaus County Courthouse Grant and authorize the expenditure of the matching funds in the amount of \$50,000.00 to be paid out of the Capital Building Fund, Member Crouch seconded, the motion carried with Member DeSplinter casting a dissenting vote. (grant agreement and scope of work enclosed)

Member Sovanski moved to recommend the County Board approve placing the Public Facilities Sales Tax on the November ballot, Member Sturtevant seconded. Following discussion, the motion was withdrawn by Member Sovanski.

The Committee discussed the additional information received on the 2" parking area overlay. Member DeSplinter moved to recommend the County Board authorize the Henry County Highway Department to lay a 2" overlay on the County owned thru-fare, including parking spaces, in the estimated amount of \$16,500.00, Member Steele seconded, motion carried.

The Committee tabled the Coast2Coast prescription card plan until the June meeting.

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

The Committee reviewed the options available for the Mammogram Program. The Jager Agency contacted four area hospitals to inquire about reduced contracted rates. All four hospitals supplied rates that were anywhere from 3-4 times higher than what we have been paying per employee. The Committee asked that Mutual Medical be contacted to determine if they have any suggestions or ideas and continue discussion at the June meeting.

The Committee discussed upcoming FOP mediation.

The next regular Administration Committee meeting was set for Wednesday, June 2, 2010, at 6:00 p.m., in the Board Conference Room #303C, third floor, Courthouse.

The meeting adjourned at 8:22 P.M.

Respectfully submitted,

Colleen Gillaspie, Deputy County Administrator