

Administration Committee Meeting Report (submitted 2-8-11)

Tuesday, February 8, 2011, 5:00 p.m., Henry County Courthouse, Room 303C.

Members present: Roger Gradert, John Sovanski, Ted Sturtevant and Kippy Nelson. Members absent: None. Others present: Colleen Gillaspie, County Administrator.

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

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

Member Sovanski moved that the January 5, 2011 Administration Committee meeting minutes be approved as printed, Member Nelson seconded, all were in favor and motion carried.

Maintenance Department continues routine cleaning/maintenance duties and snow and ice removal duties have continued.

An emergency boiler repair was required due to leaks found in the boiler. Member Sovanski moved to recommend the County Board approve the expense from Jarvis Welding Co. in the amount of \$6,200.00 to repair the boiler, Member Nelson seconded, all were in favor and motion carried.

Plumbing work to repair the <sup>hot & cold water system</sup> boiler is necessary as well. Member Sovanski moved to accept the bid from Dooley Brothers to complete the necessary plumbing repairs to the boiler in the amount of \$294.00, Member Sturtevant seconded, all were in favor and motion carried.

Member Nelson moved to go into closed session to review a health care plan claim appeal at 5:07 p.m., Member Sovanski seconded: 4 yes – K. Nelson, J. Sovanski, T. Sturtevant and R. Gradert; 0 no; 0 absent.

Member Sovanski moved to return to open session at 5:10 p.m., Member Nelson seconded, all were in favor and motion carried.

Member Sovanski moved to authorize payment of the claim appeal in the amount of \$200.00, Member Nelson seconded, all were in favor and motion carried.

Member Sovanski moved to recommend to the Finance Committee the January building/insurance claims in the amount of \$31,966.37, Member Nelson seconded, all were in favor and motion carried.

Under old business, revised estimated Courthouse repairs were reviewed.

The Committee reviewed bids received from energy providers. Member Sovanski moved to recommend the County Board approve a 36-month contract with the low bidders, First Energy Solutions, for a total amount of \$0.0466 per kwh, Member Sturtevant seconded, all were in favor and motion carried. (see enclosed comparison).

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

The Committee agreed to allow AFLAC to offer short-term disability and liability insurance to employees. The Committee is not endorsing this or any company's services.

The Committee discussed parking restrictions on South Main Street. Discussion will continue at the March meeting and draft language will be created for review.

Upcoming labor negotiation dates and times were reviewed.

The next regular Administration Committee meeting was set for Wednesday, March 2, 2011, at 6:00 p.m., in the Board Conference Room #303C, third floor, Courthouse.

With no further business to discuss Member Sovanski moved to adjourn, Member Nelson seconded, all were in favor and motion carried. The meeting adjourned at 5:29 P.M.

Respectfully submitted,

Colleen Gillaspie, County Administrator