

Administration Committee Meeting Report (submitted 7-11-11)

Wednesday, July 6, 2011, 6:00 p.m., Henry County Courthouse, North Court Jury Room 102J.

Members present: Roger Gradert, John Sovanski and Ted Sturtevant. Members absent: Kippy Nelson. Ex-Officio members present: None. Others present: Tom Steele and Colleen Gillaspie, County Administrator.

Chairman Gradert called the meeting to order at 6:00 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 June 8, 2011 and June 21, 2011 Administration Committee meeting minutes be approved as printed, Member Sturtevant seconded, all were in favor and motion carried.

Jerry Shannon submitted a report stating bids from area plumbers had been requested for the basement men's restroom repairs. Also, two bids were received for the Assessment Office window panes.

Member Sovanski moved to authorize the purchase of replacement door window panes in the Assessment Office from Glass Heritage in the amount of \$324.50, 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 \$27,576.12, Member Sturtevant seconded, all were in favor and motion carried.

Under old business, Courthouse repairs were discussed. Bill Phillips, Phillips and Associates, visited the Courthouse the end of June and prepared a report of Proposed Henry County Courthouse Repairs. The repairs listed need some guidance from the Illinois Historic Preservation Agency (IHPA) to determine what we are allowed to do to remain on the National Registry of Historic Places. Contact has been made with IHPA and a decision should be forthcoming. Mr. Phillips cannot submit cost estimates until he knows what the IHPA agrees to.

Two Intergovernmental Agreements between the Village of Cambridge and Henry County for the easement agreement and the release and temporary license were reviewed. (attached) A motion was previously made in April 2011 to recommend the County Board approve such agreements when completed and the Committee agreed to continue submission of the agreements to the Board for approval.

Discussion on HSA/FSA Accounts was held. The Committee requested Barb Link and the Accounting Office meet with them to review implementation of such a program.

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)

Member Sturtevant moved to go into closed session to review a health care plan claim appeal at 6:45 p.m., Member Sovanski seconded: 3 yes – T. Sturtevant, J. Sovanski and R. Gradert; 0 no; 1 absent – K. Nelson.

Member Sturtevant moved to return to open session at 6:56 p.m., Member Sovanski seconded, all were in favor and motion carried.

The Committee reviewed two new options available through Nationwide Retirement Solutions. Member Sovanski authorized Nationwide Retirement Solutions to offer Roth 457(b) plans to employees, Member Sturtevant seconded, all were in favor and motion carried. The Committee declined to authorize additional products and services to be offered by Nationwide Securities, LLC, Nationwide Bank and Nationwide Fund Distributors, LLC.

The Committee reviewed and discussed proposed FY12 County Board, County Building, TORT, Health Care Plan and Capital Building Fund budgets. Member Sovanski moved to recommend the FY12 budgets as presented to the Finance Committee, Member Sturtevant seconded, all were in favor and motion carried.

The Committee discussed the FY11 budget and possible recommendations to Finance for revisions. Member Sovanski moved to recommend to the Finance Committee the County Building (1020) Part-time Salaries (3030) line item be reinstated to FY10 levels for the remainder of the year, Chairman Gradert seconded, motion carried. The Committee also authorized small signs to be placed at all old entrances to the old Courthouse indicating “No Entry” and pointing the direction to the Public Entrance.

Member Sovanski moved to recommend the County Board approve the Henry County Clerk/Recorder, Coroner, Treasurer and Sheriff of Henry County and American Federation of State, County and Municipal Employees Council 31, AFL-CIO Addendum Agreement, Member Sturtevant seconded, all were in favor and motion carried. (available at meeting)

Discussion was held on remaining labor negotiations.

The next regular Administration Committee meeting was set for Wednesday, August 3, 2011, at 6:00 p.m., in the Board Conference Room #303C, third floor, Courthouse.

With no further business to discuss Member Sturtevant moved to adjourn, Member Sovanski seconded, all were in favor and motion carried. The meeting adjourned at 8:15 P.M.

Respectfully submitted,

Colleen Gillaspie, County Administrator