

Administration Committee Meeting Report (submitted 9-9-11)

Wednesday, September 7, 2011, 6:00 p.m., Henry County Courthouse, North Court Jury Room 102J.

Members present: Roger Gradert, John Sovanski, and Tom Steele. Members absent: Ted Sturtevant and Kippy Nelson. Ex-Officio members present: Tim Wells (arrived at 6:08 p.m.). Others present: Colleen Gillaspie, County Administrator.

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

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

Member Sovanski moved that the August 3, 2011 and August 15, 2011 Administration Committee meeting minutes be approved as printed, Member Steele seconded, all were in favor and motion carried.

Jerry Shannon reported: 1) Maintenance Department continues routine cleaning/maintenance duties; 2) Bids were received for the basement men's restroom repair project as well as to test the backflow preventers; 3) The jail roof has sustained some hail damage that should be covered by insurance; and 4) A repair to two bricks in the foundation of the front entrance will need to be repaired under insurance following an automobile accident.

The Committee reviewed the two bids received for both the basement men's restroom repair as well as the testing of the backflow preventers. The Committee to take no action regarding the basement men's restroom repairs. Member Sovanski moved to accept the bid from Dooley Bros. in the amount of \$375.00 for testing of the backflow preventers and authorize the rubber repair kits to be replaced as necessary at a total cost of \$343.65, Member Steele seconded, all were in favor and motion carried.

Member Steele moved to recommend to the Finance Committee the August building/insurance claims in the amount of \$28,116.54, Member Sovanski seconded, all were in favor and motion carried.

Jon Zahm arrived at 6:45 p.m.

Under old business, Courthouse repairs were discussed. Mr. Bill Phillips, Phillips and Associates Architects, Inc., reviewed in detail a proposal of recommended repairs to the Courthouse. The Committee requested a 10% contingency line be added for unexpected items. Member Sovanski moved to recommend the County Board accept the proposal of recommended Courthouse repairs as presented by Phillips Architects and Associates in the total amount of \$629,585.00, Member Steele seconded, all were in favor and motion carried. (see enclosed proposal) Member Wells moved to recommend the Finance Committee allocate \$500,000.00 in wind tower revenues to the Capital Building Fund (8470) for Courthouse repairs, Member Steele seconded, all were in favor and motion carried.

Jon Zahm left at 7:00 p.m.

Discussion on Flexible Spending Accounts was tabled until the October meeting.

Member Wells left at approximately 7:05 p.m.

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)

The Committee discussed a request from the Village of Cambridge to extend the park lease for an additional period of time. Member Sovanski moved to recommend the County Board approve an extension of the Intergovernmental Agreement between Henry County and the Village of Cambridge for lease of the park for an additional 2 years from the expiration of the current agreement, Member Steele seconded, motion carried; 2 yes – J. Sovanski and T. Steele; 1 no – R. Gradert; 2 absent – K. Nelson and T. Sturtevant. A revised agreement will be requested from the Village of Cambridge and will be submitted to the County Board upon submission.

The Committee reviewed information regarding the services of an Energy and Natural Gas Consultant. This item was tabled pending further information and a review of the pertinent references.

Discussion was held pertaining to reinsurance funding legislation. No action was taken.

A brief update was given regarding the status of the FOP arbitration.

Member Sovanski moved to go into closed session to review closed session meeting minutes at 7:46 p.m., Member Steele seconded: 3 yes – J. Sovanski, T. Steele and R. Gradert; 0 no; 2 absent – T. Sturtevant and K. Nelson.

Member Sovanski moved to return to open session at 7:51 p.m., Member Steele seconded, all were in favor and motion carried.

Member Steele moved to release the minutes of August 3, 2011 A, July 6, 2011, March 2, 2011 B, March 2, 2011 C, February 8, 2011 and August 5, 2009 B, member Sovanski seconded, all were in favor and motion carried.

The next regular Administration Committee meeting was set for Wednesday, October 5 2011, at 6:00 p.m., in the Board Conference Room #303C, third floor, Courthouse.

With no further business to discuss Member Steele moved to adjourn, Member Sovanski seconded, all were in favor and motion carried. The meeting adjourned at 7:54 P.M.

Respectfully submitted,

Colleen Gillaspie, County Administrator