

Administration Committee Meeting Report (submitted 3-12-12)
Wednesday, March 7, 2012, 6:00 p.m., Henry County Courthouse, Room 303C.

Members present: Roger Gradert, Ted Sturtevant, Tom Steele and Kippy Nelson (arrived at Courthouse at 7:00 p.m. but was locked out). Members absent: John Sovanski. Ex-Officio members present: None. Others present: Steve Wells, Bill Phillips, Doug Bentzinger and Colleen Gillaspie, County Administrator.

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

Member Steele moved to approve the agenda with the addition of Item VII. E. Concession Stand Request, Member Sturtevant seconded, all were in favor and motion carried.

Member Steele moved that the February 8, 2012 Administration Committee meeting minutes be approved as printed, Member Sturtevant seconded, all were in favor and motion carried.

There was no public comment.

Steve Wells reported: 1) Maintenance Department is continuing routine cleaning/maintenance duties; 2) The jail camera project will begin Monday, March 12th in conjunction with the IS Department; 3) The handrails will be painted Friday, March 9th; 4) The Maintenance Department is building a new yard trailer; and 5) The 2nd sewage pump line in the new basement is being rebuilt.

Member Steele moved to recommend to the Finance Committee the February building/insurance claims in the amount of \$45,589.95, Member Sturtevant seconded, all were in favor and motion carried.

Under old business, Courthouse repairs were discussed. The tuckpointing project is expected to start Monday, March 9th and will take approximately 6 weeks to complete. Bill Phillips and Doug Bentzinger presented drawings of the Project #2 "Roof Repair" work to be bid out. (on file) The Committee agreed to contract with a painting company to have the sheet metal hips painted while they are removed for repairs in the affected areas. Additional review will be completed to determine the ability to use architectural versus 3-tab shingles.

The bid process for the Project #2 Roof Repair will begin at the end of March with the pre-bid meeting being held with interested bidders, Bill Phillips and Steve Wells during the week of March 26th. Final bids will be due by April 5, 2012 and a meeting will be held with Mr. Phillips and the Administration Committee at the Courthouse on April 5, 2012 at 1:30 p.m. to open the bids.

The Committee discussed the recent correspondence indicating Henry County's ability to apply for a \$75,000.00 grant to be used for Courthouse improvements. Member Steele moved to recommend the County Board authorize an application to be made to the Department of Commerce and Economic Opportunity (DCEO) for financial assistance with the Project #2 Roof Repair Courthouse improvements, Member Sturtevant seconded, all were in favor and motion carried. (resolution attached)

Review of premium cost-sharing for the worker's compensation premium was discussed. Information has been received assigning costs to various Departments, but Ms. Gillaspie believes additional information is still necessary to accurately reflect the costs. The issue shall be held over until the April Committee meeting.

Member Nelson arrived.

Ms. Gillaspie discussed a meeting held with Department Heads in which alternative labor attorney options were reviewed. An option that is continuing to be explored involves the State's Attorney hiring a civil attorney who would act as the County's labor attorney. Additional information is being compiled regarding costs and ability to share services with other counties. The Committee requested Department Heads and the Administration Committee participate in meetings with Califf & Harper and Davis & Campbell. The civil attorney option will continue to be pursued and results of research will be reported back to the Committee as available.

Discussion on the recommendation to create a labor negotiating team versus the current use of the Administration Committee continued. The State's Attorney rendered an opinion regarding the ability to create a negotiating team compared to the current structure and the potential affects on the Open Meetings Act requirements. This opinion has been submitted to the UCCI attorney for discussion. The results will be reported at the April meeting.

Member Steele moved to go into closed session per Section 5 ILCS 120/2c exception 6 at 7:51 p.m., Member Sturtevant seconded; 4 yes – R. Gradert, K. Nelson, T. Sturtevant and T. Steele; 0 no; 1 absent - J. Sovanski.

Member Nelson moved to return to open session at 8:10 p.m., Member Sturtevant seconded, all were in favor and motion carried. No action was taken.

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

The Committee reviewed and discussed the draft labor agreement between the FOP and the County. Member Steele moved to recommend the County Board approve the labor agreement between the FOP Labor Council and the County of Henry/Henry County Sheriff, subject to the approval of our labor attorney, Member Sturtevant seconded, motion carried with Chairman Gradert voting nay. (draft enclosed)

There were no labor issues to discuss.

Member Steele moved to go into closed session per Section 5 ILCS 120/2c exception 21 at 8:34 p.m., Member Sturtevant seconded; 4 yes – R. Gradert, K. Nelson, T. Sturtevant and T. Steele; 0 no; 1 absent - J. Sovanski.

Member Nelson moved to return to open session at 8:35 p.m., Member Steele seconded, all were in favor and motion carried.

Member Steele moved to release the minutes of September 7, 2011, Member Nelson seconded, all were in favor and motion carried.

A request was reviewed to allow a vendor to have a concession stand on Courthouse property. The Committee took no formal action, but informally was not in favor of the request and recommended the vendor discuss the proposition with the Village of Cambridge.

The next regular Administration Committee meeting was set for Wednesday, April 11, 2012, 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, Chairman Gradert seconded, all were in favor and motion carried. The meeting adjourned at 8:41 P.M.

Respectfully submitted,

Colleen Gillaspie, County Administrator