

Administration Committee Meeting Report (submitted 3-11-13)
Wednesday, March 6, 2013, 6:00 p.m., Henry County Courthouse, Room 303C.

Members present: Roger Gradert, Marvin Gradert John Sovanski, Kathy Nelson and Ted Sturtevant. Members absent: None. Ex-Officio members present: Tim Wells. Others present: Steve Wells, Bill Phillips, Doug Bentzinger and Colleen Gillaspie, County Administrator.

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

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

Member Sovanski moved that the February 6, 2013 and February 19, 2013 Administration Committee meeting minutes be approved as printed, Member Sturtevant seconded, all were in favor and motion carried.

There was no public comment.

Member Sovanski moved to go into closed session at 6:01 p.m. to discuss a health care plan claim appeal, Member Wells seconded; 6 yes – M. Gradert, T. Wells, Kathy Nelson, T. Sturtevant, J. Sovanski and R. Gradert; 0 no; 0 absent.

Member Sovanski moved to return to open session at 6:24 p.m., Member Kathy Nelson seconded, all were in favor and motion carried.

Member Sovanski moved to authorize payment of health care plan claim appeal #8883 in the amount of \$5,757.25, Member Wells seconded, all were in favor and motion carried.

Steve Wells reported: 1) Maintenance Department is continuing routine cleaning/snow removal/maintenance duties; 2) The annual fire alarm inspection was completed by Thompson Electronics. It was reported that 2 horn/strobes in the old jail failed; and 3) A small leak in boiler #2 has been identified. Jarvis welding has been contacted to evaluate the leak.

The Committee discussed the necessity of repairing the 2 horn/strobes in the old jail. Member Sovanski moved to authorize the repair of the 2 non-functioning horn/strobes in the old jail, Member M. Gradert seconded, all were in favor and motion carried.

The Committee reviewed the February electricity, natural gas and water usage charts (attached).

Member M. Gradert moved to recommend to the Finance Committee the February building/insurance/Capital Building claims in the amount of \$25,328.87, Chairman R. Gradert seconded, all were in favor and motion carried.

Under old business, Bill Phillips and Doug Bentzinger, Phillips and Associates Architects, Inc., discussed the bid process and reviewed remaining questions. It was determined that the base bid would include repairing the metal balustrades, single dormers, corner pavilion dormers, pavilion cornice and brackets, central pavilion dormers and repairing or replacing 12 eyebrow windows on the west side of the building. Alternate bids would also be requested for repair of the upper cornice and brackets, vent shafts for the clock tower, lower cornice and brackets and soffit repairs. The base bid from all companies will include a contingency amount of \$40,000.00. Mr. Phillips intends to present the final bid drawings to the Administration Committee at the April Committee meeting. If approved, the bid documents will be issued on April 8th, with a pre-bid meeting scheduled for April 23rd and the bids will be opened on April 30th. Mr. Phillips asked the Committee their preference on repairing or replacing the current wood eyebrow windows with aluminum. The Committee requested some additional information and will make a final decision prior to the March County Board meeting.

Member Wells left at 7:05 p.m.

Ms. Gillaspie provided the status of the DCEO grant application.

The Committee continued discussion on drug testing procedure options for FOP employees. Ms. Gillaspie had compiled information from Hammond-Henry Hospital, Kewanee Hospital and Drug Testing Compliance Services. It was recommended that the Committee utilize the services of Drug Testing Compliance Services. Chairman R. Gradert moved to authorize the use of Drug Testing Compliance Services to complete random drug testing for the FOP employees at a cost of \$55.00 per test, Member Sovanski seconded, all were in favor and motion carried.

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 Health Care Plan Advisory Committee meeting has been scheduled for March 18th with Mutual Medical to discuss the effects of the Affordable Health Care Plan Act on the Henry County Insurance Plan.

Member M. Gradert explained his opinion that the definition of years of service needs to be included in a County document. It was Ms. Gillaspie's opinion that if such language were to be included in a document, it should be the Schedule of Personnel Practices. The Committee discussed Member M. Gradert's belief that seniority should be defined as the number of years of full-time service. Chairman R. Gradert moved to recommend the County Board approve a revision to the

Schedule of Personnel Practices defining seniority/years of services to be determined by the amount of continuous full-time service, Member M. Gradert seconded, motion carried with Member Sovanski voting nay.

Liberty National Insurance requested the Administration Committee authorize their request to provide service options to employees. No action was taken by the Committee.

The Committee discussed labor issues. The County's labor attorney has been informed that LiUNA has approved the labor agreement. Once signed copies are on file the retro payments can begin to affected LiUNA employees. To date the Courthouse and Circuit Clerk AFSCME contracts have not been approved by the AFSCME units.

Member M. Gradert moved to go into closed session at 7:55 p.m. to review closed session meeting minutes per 5 ILCS 120/2(c)(21), Member Sturtevant seconded; 5 yes – M. Gradert, Kathy Nelson, T. Sturtevant, J. Sovanski and R. Gradert; 0 no; 0 absent.

Member Kathy Nelson moved to return to open session at 7:58 p.m., Member Sovanski seconded, all were in favor and motion carried.

Member Sovanski moved to release the closed session meeting minutes from January 1, 2013, November 7, 2012, September 26, 2012, September 5, 2012 B and July 5, 2012, Member Kathy Nelson seconded, all were in favor and motion carried.

Member M. Gradert discussed pending legislation that would impact IMRF.

The next regular Administration Committee meeting was set for Wednesday, April 3, 2013, at 6:00 p.m., in the Board Conference Room #303C, third floor, Courthouse.

With no further business to discuss Member M. Gradert moved to adjourn, Member Sturtevant seconded, all were in favor and motion carried. The meeting adjourned at 8:02 P.M.

Respectfully submitted,

Colleen Gillaspie, County Administrator