

Administration Committee Meeting Report (submitted 8-9-13)  
Wednesday, August 7, 2013, 6:00 p.m., Henry County Courthouse, Room 303C.

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

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

Member Sturtevant moved to approve the agenda as revised, Chairman Roger Gradert seconded, all were in favor and motion carried.

Member Marvin Gradert moved that the July 8, 2013 Administration Committee and July 11, 2013 Special Administration Committee meeting minutes be approved as printed, Member Sturtevant seconded, all were in favor and motion carried.

There was no public comment.

Colleen Gillaspie reported: 1) Maintenance Department is continuing routine cleaning/ maintenance duties; 2) The repairs to the 3<sup>rd</sup> floor bathroom have begun; 3) A camera was used to view the pipes in the men's basement bathroom. It showed no damage to the soil pipe; and 4) A leak was discovered in the roof above the State's Attorney's Office. It was expected to be repaired under warranty within the week.

Member Marvin Gradert moved to authorize repairing the urinal and remodeling the basement men's bathroom, Member Sturtevant seconded, all were in favor and motion carried.

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

A request was made to approve the temporary hiring of a painting position for the Maintenance Department. Painting would be completed, as time allows, in various office areas, the 1<sup>st</sup> floor main area, the 2<sup>nd</sup> floor main area, portions of the new building and the 1<sup>st</sup> floor, 2<sup>nd</sup> floor and 3<sup>rd</sup> floor hallways. The position would be hired at \$9.00 per hour and would be expected to work approximately 7 weeks. The expense would be within the Maintenance Part-time Salary line item budget. Chairman Roger Gradert moved to authorize the hiring of a temporary painting position out of the Maintenance Department (1020) budget at an hourly wage of \$9.00 per hour for approximately 7 weeks, Member Marvin Gradert seconded, all were in favor and motion carried.

Member Kathy Nelson moved to recommend to the Finance Committee the July building/insurance/Capital Building claims in the amount of \$48,220.87, Member Marvin Gradert seconded, all were in favor and motion carried.

Under old business, the bid for the limited Courthouse sheet metal repairs was reviewed. Only one bid was received and it was found by Phillips and Associates to be an acceptable bid. Member Marvin Gradert moved to recommend the County Board approve the bid from Sterling Commercial Roofing, Sterling, IL, for limited sheet metal repair work in the amount of \$33,100.00, Member Sturtevant seconded, all were in favor and motion carried.

There was no new information regarding the DCEO grant application.

The Committee reviewed and discussed the correspondence received from Randy Burkett Lighting & Design (on file). A refined lighting design concept sheet was created with updates from the mock-up held July 11<sup>th</sup>. Member Marvin Gradert moved to accept the design concept for Courthouse lighting from Burkett Lighting and Design and place the concept out for bids, Chairman Roger Gradert seconded, all were in favor and motion carried.

The Committee discussed the information compiled regarding Henry County retiree health care costs. Additional information was requested for review at the September Committee meeting.

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

The Committee reviewed an amendment to the Methodist First Choice Agreement regarding revisions to the fee schedule (on file). Member Marvin Gradert moved to authorize the amendment to the agreement between Henry County and Methodist First Choice, Member Kathy Nelson seconded, all were in favor and motion carried.

The Committee discussed the Health Care Plan Advisory Committee's recommended health care plan revisions. Member Marvin Gradert moved to recommend the County Board accept the following revisions to the Henry County Health Care Plan effective October 16, 2013: 1) revise the definition of dependent to comply with the Affordable Care Act; 2) implement the preferred Drug Step Therapy Program; 3) implement a new Affordable Care Plan; 4) Revise appeal language deadline from 180 days to 90 days; and 5) implement a new Maxi II Plan; Member Sturtevant seconded, motion carried with Chairman Roger Gradert voting nay.

The Committee discussed a request from the Village of Cambridge to approve placement of a sign listing Cambridge downtown businesses on the southwest

corner of Center Street and Highway 81. Chairman Roger Gradert moved to deny the request for sign placement as requested by the Village of Cambridge, Member Marvin Gradert seconded, all were in favor and motion carried.

The draft FY14 County Building, TORT, Health Care Plan and Capital Building Fund budgets were reviewed. Chairman Roger Gradert moved to present the County Building, TORT, Health Care Plan and Capital Building budgets as revised to the Finance Committee, Member Marvin Gradert seconded, all were in favor and motion carried.

The Committee discussed labor issues.

The next regular Administration Committee meeting was set for Wednesday, September 4, 2013, at 6:00 p.m., in the Board Conference Room #303C, third floor, Courthouse.

With no further business to discuss Member Marvin Gradert moved to adjourn, Member Sturtevant seconded, all were in favor and motion carried. The meeting adjourned at 8:45 P.M.

Respectfully submitted,

Colleen Gillaspie, County Administrator