

Administration Committee Meeting Report (submitted 10-7-13)

Wednesday, October 2, 2013, 6:00 p.m., Henry County Courthouse, Room 303C.

Members present: Roger Gradert, John Sovanski, Ted Sturtevant and Kathy Nelson. Members absent: Marvin Gradert. Ex-Officio members present: None. Others present: Steve Wells, Lacey Billiet, Sharon Matson, Ryan Arch and Colleen Gillaspie, County Administrator.

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

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

Member Sovanski moved that the September 4, 2013 Administration Committee meeting minutes be approved as printed, Member Nelson seconded, all were in favor and motion carried.

There was no public comment.

Mr. Ryan Arch and Ms. Sharon Matson, Soil & Water Conservation District representatives, gave a presentation on native plant landscaping ideas for the Courthouse grounds. Mr. Arch discussed the potential for two phases in locations along the north entrance to the Courthouse as well as along the south side of the jail. The Soil & Water Conservation District Board has authorized the purchase of approximately 625 plant plugs to be used for the proposed project. Mr. Arch has been working with the Administration Department as well as the Booster Club. The consensus of the Committee was to allow the proposed project to continue with decisions and direction being made between the Booster Club and the Soil & Water Conservation District employees.

Steve Wells reported: 1) Maintenance Department is continuing routine cleaning/maintenance duties; 2) The boiler repairs have been completed; 3) The 3rd floor floors will be stripped and waxed within the month; 4) Repairs to the back court hallway in the new building are being researched and completed; and 5) the old building elevator flooring will be replaced within the month.

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

Member Sovanski moved to recommend to the Finance Committee the September building/insurance/Capital Building claims in the amount of \$26,345.79, Member Nelson seconded, all were in favor and motion carried.

Under old business, Ms. Gillaspie informed the Committee that the limited sheet metal repair project had been completed. Pictures were distributed for Committee review identifying the metal frieze areas that were repaired. While the metal work

was being completed Sterling Commercial noticed the mortar joints in the brick work behind the metal frieze sections were disintegrated and badly needed repaired (pictures on file). A tuckpointing company was called to make the necessary repairs while using the lift from the limited sheet metal repair project. Ms. Gillaspie expressed her gratitude to Sterling Commercial, Otto Baum and Phillips and Associates for all working together to complete additional repairs in a highly cost efficient manner.

The Committee discussed the status of the Courthouse lighting project. As requested by the Committee, Ms. Gillaspie had contacted Randy Burkett Lighting, Landmarks Illinois and Phillips and Associates. It was determined that Randy Burkett Lighting's project scope was to compile the bid documents and, once all installation was completed, to position lighting to specifications. Following that discussion, Landmarks Illinois was contacted regarding a potential grant agreement. A draft grant agreement was reviewed with the Committee. Chairman Roger Gradert moved to recommend the County Board approve the Richard H. Driehaus County Courthouse Grant Agreement in the amount of \$100,000.00, Member Sturtevant seconded, all were in favor and motion carried (attached). Following County Board's action on the grant agreement, Ms. Gillaspie will contact Phillips and Associates to determine the next step in the process. If the grant agreement is approved, an electrical engineer will be hired to complete the bid documents created by Randy Burkett Lighting. Per the grant agreement, it is expected that the Courthouse lighting bid process will be completed by December 1, 2013.

Discussion on Henry County retiree health care costs was held over until the November Committee meeting.

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

The Committee discussed a recommendation from the Health Care Plan Advisory Committee to revise the Henry County Health Care Plan. Ms. Gillaspie explained that Mutual Medical informed her effective October 14, 2013 University of Iowa Hospitals has terminated their agreement with Trinity PHO. This means the University of Iowa Hospitals will no longer be a part of the Trinity PHO network and are therefore not a Preferred provider through the Henry County Health Care Plan. Member Sovanski moved to recommend the County Board accept the Henry County Health Care Plan Advisory Committee's recommendation to remove the University of Iowa as a part of the Trinity PHO, as listed under the Medical Benefits section of the current Henry County Health Care Plan document effective December 1, 2013 and to request Mutual Medical try to negotiate a discount with the University of Iowa for potential inclusion of that provider in the future, Member Sturtevant seconded, all were in favor and motion carried.

The results of the SpyGlass audit were reviewed and discussed. The annual savings identified was \$7,324.44. Following County research, all available recommended actions were taken.

There were no labor issues.

Member Nelson moved to go into closed session at 7:44 p.m. to discuss personnel per ILCS 120/2(c)(1), Member Sturtevant seconded; 4 yes – K. Nelson, T. Sturtevant, J. Sovanski and Roger Gradert; 0 no; 1 absent – Marvin Gradert.

Member Sturtevant moved to return to open session at 7:49 p.m., Member Sovanski seconded, all were in favor and motion carried.

The next regular Administration Committee meeting was set for Wednesday, November 6, 2013, 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 Nelson seconded, all were in favor and motion carried. The meeting adjourned at 7:50 P.M.

Respectfully submitted,

Colleen Gillaspie, County Administrator