

Administration Committee Meeting Report (submitted 4-9-15)
Tuesday, April 7, 2015, 5:00 p.m., Henry County Courthouse, North Court Jury Room 102J.

Members present: Dennis Anderson, Jeff Orton, Kathy Nelson and Jan May. Members absent: Ted Sturtevant. Ex-Officio members present: None. Others present: Steve Wells, Bill Phillips and Colleen Gillaspie.

Chairman Anderson called the meeting to order at approximately 5:00 p.m.

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

Member May moved that the March 3, 2015 Administration Committee meeting minutes and the March 9, 2015 Special Administration Committee meeting minutes be approved as printed, Member Nelson seconded, all were in favor and motion carried.

There was no public comment.

Steve Wells reported: 1) Maintenance Department is continuing routine indoor and outdoor cleaning and maintenance duties; 2) Henry County will again co-op with the Village of Cambridge for weed services through TruGreen; 3) The bell enclosure on the roof will be rebuilt when the weather breaks; and 4) Thomson Electronics is waiting on one back-ordered part to come in to install the new fire alarm panels.

The Committee reviewed the March electricity, natural gas and water usage charts (attached). A chart compiled by the Highway Engineer shows the Henry County Courthouse has saved \$7,800.53 year-to-date during the 2nd year of our natural gas contract.

Member Orton moved to recommend to the Finance Committee the March building/insurance/Capital Building claims in the amount of \$37,335.76. Member May seconded, all were in favor and motion carried.

Under old business, Mr. Wells gave an update on the Courthouse repair project. An eyebrow window in the northwest corner of the 2nd floor courtroom was found to have a rotted out window frame which is being replaced using contingency monies included in the courthouse repair project bid.

Bill Phillips, Phillips and Associates, reviewed the bid results for the fifth phase of the courthouse repairs. Two bidders attended the mandatory pre-bid meeting, but only one bid was submitted. The sole base bid was made in the amount \$325,700 from Sterling Commercial Roofing. Member Nelson moved to defer action on the bid until the May meeting, Member Orton seconded, all were in favor and motion

carried. Mr. Phillips will contact Sterling Commercial to understand what is perceived to be an increase in the cost of the work being completed.

Mr. Phillips left at 5:59 p.m.

Mr. Wells explained the status of the old jail basement clean-up.

Ms. Gillaspie gave an overview on the status of the 457 Plan Bid.

Steve Wells left at 6:08 p.m.

Under new business, the Committee reviewed and discussed the March Health Care Plan Fund Claims and Health Care Plan Fund Balance Reports (on file). A health care report from the UMR system was also distributed for review.

Ms. Gillaspie reviewed current labor issues. The next AFSCME negotiations, including Circuit Clerk, Courthouse and Hillcrest, have been scheduled for April 15, 2015. The FOP arbitration is scheduled for May 4, 2015.

The next regular Administration Committee meeting was set for Tuesday, May 5, 2015, at 5:00 p.m., in the North court jury room 102J, Judicial Wing, Courthouse.

With no further business to discuss Member Orton moved to adjourn, Member Nelson seconded, all were in favor and motion carried. The meeting adjourned at 7:07 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator