

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

Members present: Jan May, Jeff Orton, Ted Sturtevant and Kathy Nelson. Members absent: Dennis Anderson. Ex-Officio members present: None. Others present: Steve Wells, Jim Healy, Doug Bentzinger (arrived at 5:29 p.m.), Bill Phillips (arrived at 5:29 p.m.), Jim Grier (arrived at 6:26 p.m.), Kevin Hermie (arrived at 6:26 p.m.) and Colleen Gillaspie.

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

Member Orton moved to approve the agenda moving Item V. to Item IX. F., Member Nelson seconded, all were in favor and motion carried.

Member Nelson moved that the June 2, 2015 Administration Committee meeting minutes be approved as printed, Member Sturtevant seconded, all were in favor and motion carried.

There was no public comment.

Mr. Jim Healy, DuPage County Board member and NACo Board Director, gave a presentation on available NACo services to member counties.

Mr. Bill Phillips and Mr. Doug Bentzinger arrived.

Mr. Healy left at 5:37 p.m.

Steve Wells reported: 1) Maintenance Department is continuing routine indoor and outdoor cleaning and maintenance duties; 2) TruGreen sprayed the Courthouse grounds for weeds on June 17th; 3) Maintenance Department will be replacing fan coil units in the 2nd floor small judge's chambers as they were leaking; 4) Quotes are being received for potential inclusion in the FY16 budget to install handicap accessible front door entrance buttons; and 5) The boiler system upgrade for the new building is being recommended to the County Board in July with upgrades/replacements of the old building system to be explained in future budget discussions.

Mr. Wells reviewed the two bids received for the sidewalk replacement project on the east side of the old courthouse (on file). Member Orton moved to recommend the County Board authorize Specht Construction, Inc., Annawan, to complete the sidewalk replacement on the east side of the old courthouse in the amount of \$22,661.00, Member Sturtevant seconded, all were in favor and motion carried. This project will be paid for out of the Capital Building Fund.

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

Member Nelson moved to recommend to the Finance Committee the June building/insurance/Capital Building claims in the amount of \$91,286.98, Member Sturtevant seconded, all were in favor and motion carried.

Under old business, Mr. Phillips and Mr. Bentzinger, Phillips and Associates Architects, Inc., reviewed draft bid documents for the fifth phase of Courthouse repairs. Member Nelson moved to authorize Phillips and Associates Architects to move forward with the re-bid of the fifth phase of Courthouse repairs, Member Orton seconded, all were in favor and motion carried. Preliminarily, drawings will be issued for this bid August 13th, a Pre-bid meeting will be scheduled for August 20th at 2:00 p.m., bids will be due by and opened on August 27th at 2:00 p.m. and bids will be reported and reviewed at the September Administration Committee meeting. Work for the fifth phase courthouse repairs will need to begin by November 1st with a completion date no later than March 1, 2016.

Mr. Phillips and Mr. Bentzinger left at 6:08 p.m.

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

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

The Committee continued discussion on the NACo Prescription Drug Program. The consensus of the Committee was to request inclusion of NACo dues in the FY16 budget.

Steve Wells left at 6:26 p.m.

Mr. Jim Grier and Mr. Kevin Hermie arrived at 6:26 p.m.

Under new business, the Committee reviewed and discussed the June Health Care Plan Fund Claims and Health Care Plan Fund Balance Reports (on file).

Ms. Gillaspie explained the recommendation from the Health Care Plan Advisory Committee regarding revisions to the health care plan (on file). Member Sturtevant moved to recommend the County Board approve revising the Henry County Health Care Plan by allowing immunizations to be covered as required for all school entry by the CDC and/or the IL Department of Public Health and to pay all dental and oral surgery claims at an in-network rate, Member Orton seconded, all were in favor and motion carried (attached).

The Committee briefly discussed a health care plan claim appeal. Formal action will be taken at the August Committee meeting if the recommended health care plan revisions are not approved by the County Board meeting.

Mr. Grier and Mr. Hermie, Insurance Advisory Committee representatives, reviewed the FY15-16 reinsurance proposals with the Committee (on file). Ms. Gillaspie also informed the Committee of the Health Care Plan Advisory Committee's recommendation regarding the reinsurance proposals received. Member Orton recommended the County Board accept the reinsurance proposal for services from July 1, 2015 to June 30, 2016 at the \$45,000 deductible at an estimated annual cost of \$452,434.00, Member Nelson seconded, all were in favor and motion carried.

Mr. Grier and Mr. Hermie left at 7:07 p.m.

Ms. Gillaspie reviewed the Health Care Plan Advisory Committee's recommendation regarding FY16 health care plan premiums. Member Orton moved to recommend the Finance Committee include a 5% reduction in health care plan premiums in the FY16 budget, Member Sturtevant seconded, all were in favor and motion carried.

Ms. Gillaspie reviewed draft revisions to the Schedule of Personnel Practices (on file). Member Nelson moved to recommend the revisions to the Schedule of Personnel Practices to the Executive Committee, Member Sturtevant seconded, all were in favor and motion carried.

The status of current labor negotiations was discussed. The next AFSCME negotiations, including Circuit Clerk and Courthouse, have been scheduled for July 13, 2015. The Committee discussed potential negotiations dates for LiUNA.

The Committee opened and recorded sealed bids received for the personal property items. Winners will be contacted in the near future to pay for and pick-up any items they successfully bid on.

The next regular Administration Committee meeting was set for Tuesday, August 4, 2015, at 5:00 p.m., in the North court jury room 102J, Judicial Wing, Courthouse.

With no further business to discuss Member Nelson moved to adjourn, Member Orton seconded, all were in favor and motion carried. The meeting adjourned at 8:29 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator