

Administration Committee Meeting Report (submitted 9-3-15)
Tuesday, September 1, 2015, 5:00 p.m., Henry County Courthouse, North Court
Jury Room 102J.

Members present: Dennis Anderson, Jan May, Jeff Orton, Ted Sturtevant and
Kathy Nelson. Members absent: None. Ex-Officio members present: None. Others
present: Steve Wells, Bill Phillips (arrived at 5:07 p.m.) and Colleen Gillaspie.

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

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

Member Sturtevant moved that the August 4, 2015 Administration Committee
meeting minutes be approved as printed, Member Orton 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) Striping of the parking area
around the Courthouse will be completed by the Village of Cambridge starting
Wednesday, September 2nd; 3) The fan coil units for the 2nd floor small judge's
chambers have been delivered and are ready to be installed; and 4) There is a tree
on the north side of the courthouse that Mr. Wells indicated is dead and needs
removed.

The consensus of the Committee was to remove the dead tree. The Committee
discussed replacement of the tree and is open to suggestions.

The Committee discussed the ongoing need to replace smoke detectors in the new
and old jail system. Member May moved to recommend the County Board
authorize the purchase of duct smoke detectors with sampling tubes and
addressable smoke detectors within the new and old jail areas from Thompson
Electronics at a total cost of \$13,780.00, Member Nelson seconded, all were in
favor and motion carried (see attached quotes). These purchases will be paid from
the Capital Building Fund. The current fire alarm system is proprietary and
therefore not additional bids were requested.

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

Member Nelson moved to recommend to the Finance Committee the August
building/insurance/Capital Building claims in the amount of \$51,593.92, Member
Orton seconded, all were in favor and motion carried.

Under old business, Mr. Bill Phillips distributed the bids results for the Phase 5 Courthouse repairs from the recent bid opening held Thursday, August 27, 2015 (see attached). Bid packets were sent out to 22 companies and two bids were received. The Phase 5 repairs include replacement of 10 east windows, 12 north windows and 6 circle windows (under each set of exterior concrete stairs), which are original to the old Courthouse and all in significantly deteriorated condition. All windows being replaced are wood and will be replaced with fiberglass windows. One of the alternate bids was to relocate piping and wiring that runs through one of the circle windows, but the bids received proved to be cost prohibitive. Member May moved to recommend the County Board approve the low base bid from Sterling Commercial Roofing in the amount of \$144,480.00, Member Orton seconded, all were in favor and motion carried. This will be paid from the Capital Building Fund.

Mr. Wells and Mr. Phillips left at approximately 5:54 p.m.

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

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

Ms. Gillaspie discussed a request from Abilities Plus to partner on health insurance. The Committee authorized Ms. Gillaspie to continue discussions and report back when a formal request or plan was created.

IMRF has endorsed a Long-Term Care (LTC) insurance program for IMRF members and retirees. As an IMRF employer, we must determine if we want to opt-in to offering this program. Member May moved to recommend the County Board approve the resolution opting-in to offer Long-Term Care insurance to IMRF members and retirees, Member Nelson seconded, all were in favor and motion carried (attached).

Member Orton moved to go into closed session at 6:47 p.m. to review closed session meeting minutes per 5 ILCS 120/2(c)(21), Member Sturtevant seconded, 5 yes – K. Nelson, T. Sturtevant, J. May, D. Anderson and J. Orton; 0 no; 0 absent.

Member Orton moved to return to open session at 6:47 p.m., Member Sturtevant seconded, all were in favor and motion carried.

Member Nelson moved to release the closed session meeting minutes from August 22, 2014, February 3, 2015 and March 3, 2015 and keep closed the minutes from June 2, 2015, Member Orton seconded, all were in favor and motion carried.

The status of current labor negotiations was discussed. The next LiUNA negotiations have been scheduled for September 9, 2015.

The Committee reviewed and discussed LiUNA proposals.

The next regular Administration Committee meeting was set for Tuesday, October 6, 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 7:10 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator