

Administration Committee Meeting Report (submitted 10-13-15)
Tuesday, October 6, 2015, 5:00 p.m., Henry County Courthouse, North Court Jury Room 102J.

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

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

Member Orton moved to approve the agenda with the addition of Item VII. B. Fall Courthouse Lighting, moving the current item B. to Item VII. C., Member May seconded, all were in favor and motion carried.

Member May moved that the September 1, 2015 Administration Committee meeting minutes be approved as printed, Member Nelson seconded, all were in favor and motion carried.

There was no public comment.

Member Anderson moved to go into closed session at 5:06 p.m. to discuss a health care plan claim appeal per 5 ILCS 120/2(c)(4), Member May seconded, 4 yes – D. Anderson, J. Orton, J. May and K. Nelson; 0 no; 1 absent – T. Sturtevant.

Member Nelson moved to return to open session at 5:30 p.m., Member Orton seconded, all were in favor and motion carried.

Steve Wells reported: 1) Maintenance Department is continuing routine indoor and outdoor cleaning and maintenance duties; 2) Maintenance will be working on replacing the bell enclosure on the old Courthouse roof; 3) The boiler software will tentatively be installed October 19th; 4) The smoke detectors in the jail are still awaiting installation; 5) The dead tree was removed; and 6) A quote was received from A'Hearn for replacement of a 12 foot section of a 4-inch water main that has a hole in it.

Member Orton moved to approve the purchase of the 12' section of the 4-inch water main from A'Hearn in the amount of \$1,103.52 to be paid from the Capital Building Fund, Member Nelson seconded, all were in favor and motion carried.

The Committee discussed a continued request to remove or relocate the tree by the front doors by the flag pole. The requests are based on the facts that the security camera that was installed on the exterior of the building currently cannot see past the tree when it is in bloom as well as the flag gets caught in the tree branches if there is a need to fly the flag at half-staff. The consensus of the Committee was to remove the tree as well as the bushes in that area.

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

Member May moved to recommend to the Finance Committee the September building/insurance/Capital Building claims in the amount of \$23,106.92, Member Nelson seconded, all were in favor and motion carried.

Under old business, Mr. Wells had indicated the window company, Zephyr Aluminum, had been on-site and measured the windows to be replaced. Zephyr indicated to Mr. Wells that it would take approximately 16 weeks for the custom sized windows to be built.

Member Nelson presented to the Committee an idea to alternate every other exterior light on the east side of the building with orange glass for fall by overlaying the light fixtures with a colored glass lens. She indicated there would be no cost to the County as she and Tim Wells intended to finance the cost of the colored glass and would be willing to install the glass themselves. The consensus of the Committee was to allow the identified lights to be changed to orange glass as long as Mr. Wells could verify with the lighting manufacturer that such a change would not negatively impact the efficiency of the lights.

Steve Wells left at 6:28 p.m.

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

Under new business, the September Health Care Plan Fund Claims and Health Care Plan Fund Balance Reports were not available.

The Committee authorized offering applicable annual shots again to current employees. This expense is funded from the Health Care Plan Fund and the cost of the shots are dependent on which shot the employee receives.

Ms. Gillaspie reviewed proposals received for health care consulting services. Due to the implementation of the Affordable Care Act (ACA), many more filings and notices have been required and Henry County does not have the expertise to keep up-to-date with such compliance issues. Therefore, proposals for such compliance services were requested. Three companies were requested to submit proposals with two being received (on file). Member May moved to recommend the County Board authorize an agreement for health care consulting services with Group Services, Inc. at a monthly cost of \$1,400.00, subject to potential reduction of cost based on a reduction in scope of services requested, Member Nelson seconded, all were in favor and motion carried (final quote attached).

Ms. Gillaspie distributed and reviewed plan option information for Washington National. A request was made from the County's current AFLAC representative to be able to offer AFLAC plan options as well as a cancer plan and accident plan

option through Washington National. The consensus of the Committee was to authorize the cancer plan and accident plans to be offered to employees during open enrollment periods. Ms. Gillaspie will verify if the County Clerk/Accounting Department have an aversion to taking such actions.

The status of current labor negotiations was discussed. LiUNA mediation has been scheduled for October 21, 2015. AFSCME Courthouse will be moving to mediation. A grievance arbitration is being scheduled with the FOP for early-mid December 2015.

The next regular Administration Committee meeting was set for Tuesday, November 3, 2015, at 5:00 p.m., in the North Court jury room 102J, Judicial Wing, Courthouse.

With no further business to discuss Member May moved to adjourn, Member Orton seconded, all were in favor and motion carried. The meeting adjourned at 7:58 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator