

Administration Committee Meeting Report (submitted 2-10-16)

Tuesday, February 2, 2016, 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, Mike Zerull, Tracy Hurley 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 Sturtevant moved that the January 5, 2016 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) There is a need to find a new boiler chemical company as the previous company owner is retiring; 3) There is a continuing wasp problem reported on the 2nd floor of the old courthouse in the Judge's Office and in the large courtroom. Our pest control company has been contacted and will again work to find an acceptable solution to the problem; and 4) The heating units on the 3rd floor of the old courthouse have been malfunctioning. Ruyle Mechanical will work with the Maintenance Department in the spring to identify potential heating issues.

The Committee discussed water softener bids as received by the Maintenance Department. Two bids were requested and received for the water softener itself. The Committee requested additional bids be received for both the water softener as well as the plumbing required for installation. This item will be tabled until the March meeting.

The Committee reviewed memorial bench options as requested. The Committee requested landscape options be received by landscaping companies. This item will be tabled until the March meeting.

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

Member Orton moved to recommend to the Finance Committee the January building/insurance/Capital Building claims in the amount of \$36,194.30, Member May seconded, all were in favor and motion carried.

Under old business, no update was available on the window project.

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

Mr. Wells left at 5:58 p.m.

The Committee continued discussion regarding the addition of Abilities Plus employees to the Henry County Health Care Plan. A draft intergovernmental agreement was distributed for review and discussion. Member Nelson moved to recommend the County Board approve the intergovernmental agreement between Henry County and Abilities Plus for Health Care Services, Member Sturtevant seconded, all were in favor and motion carried (attached).

Member May, Mr. Zerull and Ms. Hurley left at 6:18 p.m.

Under new business, the January Health Care Plan Fund Claims and Health Care Plan Fund Balance Reports were reviewed and discussed.

The status of current labor negotiations was discussed. The AFSCME Courthouse unit is holding a ratification meeting on February 3, 2016.

The next regular Administration Committee meeting was set for Tuesday, March 1, 2016, 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 Sturtevant seconded, all were in favor and motion carried. The meeting adjourned at 7:09 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator