

Administration Committee Meeting Report (submitted 5-9-16)

Tuesday, May 3, 2016, 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, Bill Phillips, Doug Bentzinger and Colleen Gillaspie.

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

There were no changes to the agenda.

Member Nelson moved that the April 5, 2016 Administration Committee meeting minutes be approved as printed, Member Sturtevant 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) The water softener is onsite and installation is being scheduled; and 3) Beaver Tree Service has been contacted and will be scheduling the tree clean-up soon.

The Committee took a tour of the 2nd floor of the old courthouse to view the required plaster and painting work in various locations. Upon returning to the meeting site, Member Nelson moved to authorize the plaster repairs to the 2nd floor of the old courthouse and painting in the 2nd floor large courtroom be sent out for bid, Member Orton seconded, all were in favor and motion carried. This project has been budgeted for out of the Capital Building Fund.

The April electricity, natural gas and water usage charts were not available for review.

Member Nelson moved to recommend to the Finance Committee the April building/insurance/Capital Building claims in the amount of \$25,100.38, Member Orton seconded, all were in favor and motion carried.

Under old business, Doug Bentzinger, Phillips and Associates, informed the Committee the window replacement is complete and the final punch list would be created for review with the contractor.

Bill Phillips, Phillips and Associates, and Mr. Bentzinger distributed recommended next phase courthouse repair projects for Committee review. The Committee requested the State's Attorney render an opinion on the ability of the County to accept the alternate bid which was submitted per the previous qualified courthouse repair bid. That information will be reported back at the June meeting.

Mr. Wells, Mr. Phillips and Mr. Bentzinger left at 5:47 p.m.

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

Under new business, the April Health Care Plan Fund Claims and Health Care Plan Fund Balances were reviewed and discussed.

There was no health care plan claim appeal for review.

The E-Quantum Consulting agreement has expired and it is recommended that Henry County continue with the electricity consulting services the company offers. Member Orton moved to recommend the County Board approve an additional three-year agreement with E-Quantum Consulting at an annual cost of \$2,000.00, with \$500.00 each to be paid by the County, Highway Department, Health Department and Hillcrest Home, Member Sturtevant seconded, all were in favor and motion carried.

Electricity rates are at a low and Mike Ellis with E-Quantum Consulting has recommended locking in the current low rates for an extended time period. Ms. Gillaspie reiterated to the Committee the difficulty in sending power contracts through the County Board as the rates are only good for 24 hours. Member Orton made a motion to recommend the County Board authorize the County Administrator to sign electricity contracts on behalf of Henry County, Member Nelson seconded, all were in favor and motion carried. Ms. Gillaspie will report to the Administration Committee when the bidding begins and will inform them of the final rate and term agreed upon.

The Committee discussed the placement of items with business marketing and logos on them within the Courthouse. The consensus of the Committee was such items should not be allowed in areas the public can view.

Labor issues were discussed.

The next regular Administration Committee meeting was set for Tuesday, June 7, 2016, 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 6:44 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator