

Administration Committee Meeting Report (submitted 6-13-16)

Tuesday, June 7, 2016, 5:00 p.m., Henry County Courthouse, North Court Jury Room 102J.

Members present: Jan May, Jeff Orton, Ted Sturtevant and Kathy Nelson (arrived at 5:35 p.m.). Members absent: Dennis Anderson. Ex-Officio members present: None. Others present: Steve Wells and Colleen Gillaspie.

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

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

Member Sturtevant moved that the May 3, 2016 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) Beaver Tree Service will be completing their removal and clean-up work on June 8th; 3) Johnson Landscaping will be completing their landscaping work by the north and east front doors in 1-2 weeks; 4) A memorial stone for Charles Curry was installed in the prairie planting area by Soil and Water Conservation District; 5) No quotes have yet been received for the plastering work on the 2nd floor of the old courthouse; and 6) The garage would need a new roof to be budgeted in FY17.

The Committee reviewed two bids received for the budgeted replacement of the garage doors (attached). Member Sturtevant moved to recommend the County Board authorize Sullivan Door Company to replace the garage doors for \$3,140.00, Member Orton seconded, all were in favor and motion carried.

The Committee authorized Susie VanWynsberghe and Steve Wells to choose memorial bench options. The Committee also requested stepping stones be installed in the river rock once laid by Johnson Landscaping.

The Committee took a tour of the landscaping at the front entrance.

Member Nelson arrived.

Member Orton moved to clean up the landscaping by the east front doors by removing the arborvitaes, the tree, a few bushes and several volunteer trees and weeds, Member Nelson seconded, all were in favor and motion carried.

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

Member Nelson moved to recommend to the Finance Committee the May building/insurance/Capital Building claims in the amount of \$153,564.38, Member Sturtevant seconded, all were in favor and motion carried.

Under old business, the Committee discussed the funding available for the future courthouse repairs. Ms. Gillaspie reported that the funding requested in the FY16 budget had been cut and therefore no monies were available for repairs in FY16. An opinion on acceptance of a previous bid was being sought from the State's Attorney which would be discussed additionally once received.

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

Steve Wells left at 6:00 p.m.

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

The Committee reviewed the health care FY16-17 reinsurance proposals (on file). Ms. Gillaspie informed the Committee of the Health Care Plan Advisory Committee's recommendation regarding the reinsurance proposals. Member Orton recommended the County Board accept the reinsurance proposal for services from July 1, 2016 to June 30, 2017 at the \$45,000 deductible at an estimated annual cost of \$580,521.00, Member Nelson seconded, all were in favor and motion carried (attached).

Ms. Gillaspie reviewed the Health Care Plan Advisory Committee's recommendation regarding FY17 health care plan premiums. Member Nelson moved to recommend the Finance Committee include a 0% increase in health care plan premiums in the FY17 budget, Member Sturtevant seconded, all were in favor and motion carried.

The Committee discussed and concurred with the Health Care Plan Advisory Committee's recommendation to continue authorizing routine mammograms to be covered at 100% for the required age group and administered by UMR on a permanent basis.

Ms. Gillaspie explained the recommendation from the Health Care Plan Advisory Committee regarding revisions to the health care plan (minutes on file). Member Sturtevant moved to recommend the annual dental benefit maximum be increased from \$1,000.00 per plan member to \$1,250.00 beginning the plan year starting January 1, 2017, Member Nelson seconded, motion carried with Member Orton voting nay.

The quarterly review of Property/Casualty and Worker's Compensation claims were reviewed.

Labor issues were discussed.

The next regular Administration Committee meeting was set for Tuesday, July 5, 2016, at 5:00 p.m., in the North Court jury room 102J, Judicial Wing, Courthouse.

With no further business to discuss Member Sturtevant moved to adjourn, Member Orton seconded, all were in favor and motion carried. The meeting adjourned at 8:18 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator