

MANAGEMENT SERVICES COMMITTEE
McHenry County Administration Building
667 Ware Road
Woodstock, IL 60098

MINUTES OF TUESDAY, APRIL 26, 2005

Chairman Kate called the Management Services Committee meeting to order at 8:10 a.m. The following members present: Ann Kate, Chairman; Mary Lou Zierer; Tina Hill; Rick Klasen; Pete Merkel and Marc Munaretto. Jim Heisler was absent. Also in attendance; Rick Bernotas, Consultant; Ralph Sarbaugh, Associate County Administrator – Finance; John Labaj, Deputy County Administrator; Tom Sullivan, Information Technology; John Hadley, Building Operations; Cathy Link, Acting Purchasing Director Jean Niemann, Planning and Development; Sue Burke, Schools; Maria Storm and Scott Imhoff, Motorola; and the press.

Ann Kate, Chairman

Tina Hill	Jim Heisler
Rick Klasen	Pete Merkel
Marc Munaretto	Mary Lou Zierer

MINUTE APPROVAL

Mr. Klasen made a motion, seconded by Ms. Hill, to approve the Management Services Committee minutes of April 12, 2005, as presented. The minutes were approved with a unanimous voice vote.

PUBLIC PARTICIPATION

None

PRESENTATION

Motorola: Maria Storm and Scott Imhoff from Motorola joined committee members to provide a customer services presentation on the 311 customer service plan. Over 45 communities across the nation currently provide 311 support to their constituents. This system would improve the delivery of Government Services, automates and manages services for the County as well as helps budget more effectively. Start up for an owner operated service would cost approximately \$300,000. Mr. Imhoff stated that he would like time in the future to present a demonstration of how this system works. He stated this system benefits every department that uses it. Committee members thanked the Motorola representatives for their presentation.

Recycling Committee: Mr. Hadley provided a presentation to committee members of the County Recycling effort. He stated that a year ago the county recycled approximately 20% of its waste. In December a waste audit was completed in four departments which showed an increase of recycled material up to 50%. He stated that the Recycling Committee created a movie that will be presented to each department to educate the employees as to what can and cannot be recycled. The Recycling Committee theme was the three R's, Reduce, Reuse and Recycle. Committee members thanked Mr. Hadley for his presentation.

NEW BUSINESS

Resolution authorizing a budget line item transfer in the County Administration FY05 budget: Committee members reviewed a Resolution authorizing a budget line item transfer in the County Administration FY05 budget. Mr. Munaretto made a motion, seconded by Ms. Hill to recommend approval of the Resolution as submitted. It was noted that this Resolution will allow the moving of funds to allow Mr. Bernotas to be hired as a consultant to assist during the Administrator transition. Ms. Zierer requested an executive session to discuss this Resolution. Committee members were informed that this could not be discussed in executive session as this is a contract, not personnel. Ms. Zierer questioned why the County Board Chairman, Deputy County Administrator and Associate County Administrator-Finance cannot absorb the duties of the Administrator until this position is filled. Mr. Sarbaugh stated that he is already working up to 7 days a week to complete tasks currently assigned to him and is unable to absorb additional work. He stated there is a lot of work going on at the county that needs to be overseen and these funds will not be charged with IMRF, Social Security or Benefits as was being paid to the Administrator. He reminded committee members that the Human Resources Director is leaving also, creating an additional void in Management Personnel. Ms. Hill called the question. The motion carried with four ayes (Hill, Munaretto, Merkel, Kate) and two nays (Zierer, Klasen)

Workers' Compensation Audit and other Insurance matters: Mr. Labaj addressed committee members regarding an increase in the premium for Workers Compensation insurance. He noted that the premium is based on actual payroll and the estimate provided to the insurance carrier was too low causing an increase to the premium by approximately \$4,800. As the payroll grows the Workers Compensation excess coverage premium increases. He also stated that volunteers need to be included on the policy as they are eligible for Workers Compensation benefits. RFP's also went out for Broker Services for the insurance program for 2006. 6 responses were received. He will bring this back to committee in late May or early June for approval.

OLD BUSINESS

None

REPORTS TO COMMITTEE

Chairman Kate reported that the Cable Commission sub-committee has been having problem getting an agreement for the new Comcast agreement.

Mr. Munaretto noted that the EDC golf outing has been scheduled for June 13th for those interested in attending.

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EXECUTIVE SESSION

None

ADJOURNMENT

The meeting adjourned at 9:31a.m. on a motion by Mr. Klasen seconded by Mr. Merkel, with all members present voting aye.

RECOMMENDED FOR COMMITTEE/BOARD ACTION:

Recommend approval of Resolution authorizing a budget line item transfer in the County Administration FY05 budget

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