

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

MINUTES OF TUESDAY, JANUARY 24, 2006

Chairman Kate called the Management Services Committee meeting to order at 8:12 a.m. The following members present: Ann Kate, Chairman; Jim Heisler; Mary Lou Zierer; Pete Merkel and Richard Klasen. Tina Hill arrived at 8:14a.m. Marc Munaretto 8:40a.m. Also in attendance: Ken Koehler, County Board Chairman; Peter Austin, County Administrator; John Labaj, Deputy County Administrator; Tom Sullivan, IT; Cathy Link, Purchasing; John Hadley, Building Operations; Perry Moy, County Board Member; Dave Stone, States Attorney; and interested public.

Ann Kate, Chairman	
Tina Hill	Jim Heisler
Rick Klasen	Pete Merkel
Marc Munaretto	Mary Lou Zierer

MINUTE APPROVAL

Committee members reviewed the minutes of January 10, 2006. Mr. Heisler made a motion, seconded by Mr. Klasen to recommend approval of the minutes as submitted. The motion carried with all members present voting aye.

PUBLIC PARTICIPATION

None

PRESENTATION

None

Ms. Hill arrived at 8:14a.m.

NEW BUSINESS

Resolution authorizing a lease agreement for archive storage: Committee members reviewed a Resolution authorizing a lease agreement for archive storage. Ms. Zierer made a motion, seconded by Mr. Heisler to recommend approval of the above Resolution as submitted. Ms. Link and Mr. Hadley informed committee members that a storage area is needed because of the necessity to relocate the archives to commence with the Courthouse remodeling project. As soon as the new Valley Hi facility is completed, the archived materials will be moved into the old Valley Hi facility. The storage location is just beyond the Kmart on Route 47 to allow for easy access. The motion carried with all members present voting aye on a roll call vote (Hill, Heisler, Klasen, Merkel, Zierer, Kate)

Artwork Sub-Committee Funding: Ms. Hill addressed committee members regarding a request from the Artwork Sub-Committee to apply for Grant funding in order to acquire more artwork for the County. She noted that it is not a simple matter as the sub-committee would need a department to handle the grant. The current funding for the sub-committee comes from a portion of the vending machines and Blimpies revenue. These funds are placed in a liability fund which does not require much fund tracking. If a grant is received, it requires tracking and reporting on the funds received, therefore, requiring a department become responsible. They would have to work with the County finance system to report on the grants correctly. Ms. Hill noted that the sub-committee would like the possible grants to be handled through either Building Operations or Administration. Committee members noted concern that this project to purchase artwork has been blown way out of proportion. Ms. Hill noted that the applications and tracking of the grant(s) would be handled through the art coordinators. Committee members questioned whether we have a foundation that we could funnel donations through. It was noted that donations could go through the McHenry County Community Foundation, but, the States Attorney has stated that donations can be received by the County. Mr. Austin stated that if given direction, he would prefer this be tracked through Administration. Ms. Hill stated she feels this is a worthwhile project which should continue. Some committee members voiced concern the County is not an Arts Council and there are a lot of other more important issues that the County needs to address. Committee members were reminded that the sub-committee is funded without using tax payer money. Committee members stated this should be looked at on a grant by grant basis. Ms. Hill stated the artwork coordinators have leveraged the original \$26,000 to much more which does add positive issues to the County. Committee members stated the grants could be applied for on a grant by grant basis and if received would have to go through this committee and Finance Committee for approval. Any matching funds would come from artwork sub-committee funding.

Discussion regarding Risk Purchasing Group: Mr. Labaj joined committee members to inform them that the County has been approached by a broker, who is trying to create a Risk Purchasing Group among us and surrounding counties. By joining other counties, it would create better buying power for better risk retention insurance. The group would consist of five (5) counties to obtain pricing for casualty and liability insurance, which in theory would provide better and broader coverage. The Federal Government is fine with this concept but the State's Attorney is checking to make sure this is okay with the State Statutes. Mr. Labaj stated this is for information purposes only. Pricing would be compared with our current broker to see if cheaper rates could be obtained by banding together with other counties. Mr. Austin stated the County was approached last year regarding this concept, but, there was not time to research this issue before renewals of insurance was due. He noted that the timing is right and this could result in same coverage for less money or better coverage for the same costs. Mr. Labaj stated he would report back to the committee when additional information has been received.

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Mr. Munaretto arrived at 8:40a.m.

OLD BUSINESS

Discussion of seven acres at Valley Hi: As discussed in a previous committee meeting, it has been determined that we cannot lease land to the area farmer. Ms. Link informed committee members that a bid has been sent out for services to maintain the 7 acres. The farmer who previously leased the property has submitted a bid to maintain the property. He is the only bidder to date. She noted she would bring this maintenance agreement forward at a later date.

EXECUTIVE SESSION

Mr. Munaretto made a motion, seconded by Mr. Heisler to enter into executive session, at 8:43 a.m., to review executive session minutes and discuss land and property acquisition. The motion carried with all members present voting aye on a roll call vote (Hill, Heisler, Klasen, Merkel, Zierer, Munaretto, Kate) Also present: Perry Moy, Kenneth Koehler, Ralph Sarbaugh and Peter Austin.

Ms. Hill made a motion, seconded by Mr. Klasen to return to regular session at 9:21a.m. The motion carried with all members present voting aye on a roll call vote (Hill, Heisler, Klasen, Merkel, Zierer, Munaretto, Kate)

REPORTS TO COMMITTEE

Cable Commission: None

EDC: Mr. Munaretto informed committee members that the annual dinner will take place in March. The speaker will be the new president of AT&T and SBC. He will inform committee members of the meeting date at a future meeting.

Art Work Sub-Committee: See above

Convention & Visitors Bureau: Mr. Munaretto reported that the Convention and Visitors Bureau is working on the formation of their strategic plan.

Mr. Munaretto made a motion, seconded by Mr. Heisler to approve for review by the States Attorney, the executive session minutes of December 13, 2005 and January 10, 2006. The motion carried with all members present voting aye.

Ms. Kate informed committee members that the "paperless board" project will be discussed at the next committee meeting.

ADJOURNMENT

The meeting adjourned at 9:25 a.m. on a motion by Mr. Klasen seconded by Mr. Heisler, with all members present voting aye.

RECOMMENDED FOR COMMITTEE/BOARD ACTION:

Resolution authorizing a lease agreement for archive storage

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