

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

MINUTES OF TUESDAY, MAY 13, 2008

Chairman Hill called the Management Services Committee meeting to order at 8:33 a.m. The following members present: Chairman Tina Hill; Yvonne Barnes; Mary Lou Zierer; and Barbara Wheeler. Marie Chmiel arrived at 8:45 a.m. Mary Donner and Peter Merkel were absent. Also in attendance: Peter Austin, County Administrator; Bev Beyer, Risk Management; John Hadley, Facilities Management; Tom Sullivan and Paul Lerner, IT; Cathy Link, Purchasing; and the press.

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| Tina Hill, Chairman | |
| Yvonne Barnes | Marie Chmiel |
| Mary L. Donner | Pete Merkel |
| Barbara Wheeler | Mary Lou Zierer |

MINUTE APPROVAL

Committee members reviewed the minutes of April 22, 2008. Ms. Wheeler made a motion, seconded by Ms. Barnes to approve the minutes of the April 22, 2008 Management Services Committee meeting, as presented. The minutes were approved with all members present voting aye on a voice vote.

PUBLIC COMMENT: None

PRESENTATION:

None

NEW BUSINESS

Resolution authorizing Workers' Compensation Claim Settlement: Ms. Barnes made a motion, seconded by Ms. Zierer to recommend the County Board approve a Resolution authorizing Workers' Compensation Claim Settlement #06-3210-13. Committee members were informed that this settlement is for a Corrections Officer who sustained a career ending injury. A lump sum settlement of \$146,945.79 has been agreed upon. The motion carried with all members present voting aye on a roll call vote (Barnes, Wheeler, Zierer, Hill).

Discussion – Building Demolition Options: Committee members reviewed bids for the demolition of the Ware Road Property, Valley Hi House and Banford Road property. Ms. Link stated that the bids include the bid bonds and they are in the process of checking references. Committee members questioned where the funding for these demolitions would come from. Mr. Austin stated that they may come from the “undesignated” improvement fund that still has some funds left in the budget. He noted that if directed by the committee a Resolution would be brought forward to the next committee meeting for consideration. It was noted that the bids were lower than expected. Committee members questioned if the area fire departments have been contacted regarding the use of the facilities for training exercises. Some committee members voiced concern that the cost to removed “burned out” property would cost more than removing the structures as they currently stand. They were informed that the properties would be used for rescue training purposes and not as a burn. Ms. Link informed committee members that the bids were good for 90 days, so the County does have time to schedule the work as needed. Committee members were informed that the Harrison property does have some boxes stored, by the County Clerk, in the facility that would need to be removed before demolition could begin. He stated that these boxes are from the voting machines, in case the machines need to be sent back for repair. He noted he would contact the County Clerk to have a discussion on this issue. Mr. Austin noted that the Health Department has requested that the trailer from the old Animal Control property be brought over to Annex B for use by the department. He noted he would check into the feasibility of this and report back to the committee.

Ms. Chmiel arrived at 8:45a.m.

OLD BUSINESS

County Seal: Chairman Hill reminded committee members that the Artwork Sub-Committee had suggested a “design” contest for the design of a County Seal. A prospectus, along with the submission and selection process was provided for committee members to review. She stated that if the contest is held, if none of the designs are liked, the committee does not have to accept any of the designs. Chairman Hill noted that there is no compensation for the contest and the County Board could decide which design is acceptable. Committee members noted they would like to narrow the selection to five designs for consideration. It was also noted that multiple entries could be chosen and combined into one design. Ms. Link noted that it would be nice if a decision was made prior to the end of the year when departments start ordering their new letterhead stationery and business cards. It was noted that the current seal could be used as the County’s official seal and the new design could become the County’s logo. It was noted that this item would be brought back to committee for additional discussion.

Campus Plan Update: Mr. Austin informed committee members that a meeting was held with KSA regarding the sequencing and costs to construct the projects in the County. An additional meeting will be scheduled early next week with Chairman Koehler, Mr. Austin, the Finance and Audit Chair and KSA officials to discuss the campus plan. A full proposal will follow with hopes to have something for the Board to review in the near future. A meeting has been scheduled with the bond council and will discuss financing ability of the county for the next 10 years.

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REPORTS TO THE COMMITTEE

Administrator: Mr. Austin reported that an amendment to the House Bill to make any sales tax to be "permissive". This would give authority for any County to not accept changes to the sales tax. This would affect the RTA tax being collected. This would put the County Board in a tough spot and would not affect just McHenry County. The collection of the RTA taxes could be stopped. Chairman Hill stated that the House Bill sponsored by Representative Tryon that would allow Counties to rent tower space has passed the House and has been forwarded on to the Senate.

Mr. Austin reminded committee members that Administration was looking into the possibility of obtaining an Intern. Seven interviews were held, with hopes to wrap up this week. He feels an intern should be able to start by mid June. He stated he would keep the committee updated on the progress of this.

Cable Commission: Mr. Sullivan noted that the Commission is still trying to decide if they want to have a cable enablement agreement or ordinance to cover these issues.

Council of Governments: None

FUTURE TOPICS

Webcasting: Committee members were questioned if they would like to move forward on the Web Casting project. There are at least two companies who would like to provide presentations to the committee for consideration of the project during the next budget year. Start up costs for the project would be \$10,000 to \$15,000, which would be for equipment and training. There would then be a monthly cost of \$750 - \$950. It was stated that this is not a huge cost but could be a huge communication benefit for the public. One company is offering a discount on the monthly fees in order to get a project within the State. Mr. Austin noted that special meeting may be needed for sometime in June. Committee members stated it would be a good project to look into.

Mr. Hadley reported that the Governor has set aside some State Funds to reimburse Counties for a portion of their snow removal expenses. The County has submitted claims from four (4) of its departments with Facilities Management getting back \$9,700, which is 75% of their costs.

The tile installation on the third floor of the Government Center has started. The completion date is June 30th. Because of union requirements, no installation has been scheduled for evenings or weekends.

Mr. Hadley stated that testing has begun on three soy based products for the Soybean Council. The department will report monthly to the Soybean Council on how the products are working. He reminded committee members that the County has received awards for the use of "green" products by the County.

Mr. Hadley provided an update to committee members on the cleaning and disposal of items from 14 pallets of documents/books retrieved from the old Valley Hi barn. Some of the items have been sent to the Historical Society. They will be responsible for the cleaning of the items they received. The final cost for the cleaning and decontamination of the books has come in at \$24,015, which is much lower than originally expected.

Mr. Austin informed committee members that on June 9th and 10th, 40 front line County Employees will begin front line customer service training. The sessions will be split into two groups of 20 with the largest front line service providers being from the Circuit Clerk and Planning and Development Departments.

EXECUTIVE SESSION: None

ADJOURNMENT:

The meeting adjourned at 9:05 a.m. on a motion by Ms. Zierer, seconded by Ms. Chmiel with all members present voting aye.

RECOMMENDED FOR COMMITTEE/BOARD ACTION:

Resolution authorizing Workers' Compensation Settlement

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