

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

MINUTES OF TUESDAY, JUNE 10, 2008

Chairman Hill called the Management Services Committee meeting to order at 8:31 a.m. The following members present: Chairman Tina Hill; Mary Lou Zierer; Mary Donner; Yvonne Barnes; Pete Merkel and Barbara Wheeler. Marie Chmiel arrived at 8:40 a.m. Also in attendance: Peter Austin, County Administrator; John Labaj, Deputy County Administrator; John Hadley, Facilities Management; Tom Sullivan and Paul Lerner, IT; Cathy Link, Purchasing; and the press.

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 May 27, 2008. Ms. Zierer made a motion, seconded by Ms. Donner to approve the minutes of the May 27, 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 in the amount of \$22,310.13 and Resolution authorizing Workers' Compensation Claim Settlement in the amount of \$8,500: Committee members reviewed two Resolutions for settlement of two Workers' Compensation Claims. The first claim resulted for an employee being injured while investigating a house fire and fell, which resulted in an injury to his ankle. The amount of claim #07-3200-13, is \$22,310.13. The second claim resulted from an employee filing two separate claims with the County. The first portion of this claim occurred in June 1998 and resulted from a fall in the corrections facility. An Arbitrator entered an award for the County, with the petitioner filing for an appeal. The second portion for a claim came from a separate accident that occurred in November 2000 where the employee was knocked down by an inmate. The employee was initially treated for a right knee contusion. The MD mentioned a possible medial meniscal tear but reported that the symptoms were essentially resolved and released the employee from medical care. This employee did not file a claim until April 2006. At this point the claim was denied since it exceeded the three year statute of limitations. The settlement recommendation is a compromise, whereby, the County will settle the knee case if the employee dismisses the back case, which the employee and his attorney have approved. Ms. Wheeler made a motion, seconded by Ms. Donner to recommend approval of a Resolution authorizing Workers' Compensation Claim Settlement in the amount of \$22,310.13 and Resolution authorizing Workers' Compensation Claim settlement in the amount of \$8,500 as presented. The motion carried with all members present voting aye (Barnes, Donner, Merkel, Wheeler, Zierer, Hill).

Ms. Chmiel arrived at 8:40a.m.

Resolution authorizing the creation of one new temporary intern position and one permanent part time position in the County Administration Departmental Roster and a budget line item transfer in the County Administration Departmental Roster and a budget line item transfer in the County Administration FY08 budget: Committee members reviewed a Resolution authorizing the creation of one new temporary intern position and one permanent part time position in the County Administration Departmental Roster and a budget line item transfer in the County Administration Departmental Roster and a budget line item transfer in the County Administration FY08 budget. Ms. Barnes made a motion, seconded by Mr. Merkel to recommend approval of the above Resolution as presented. The committee was informed that the temporary intern position will be paid for from the Water Education line item as the intern is helping the Groundwater Manager. Committee members questioned what the qualifications were for the Administration Intern as this position is paying higher than some of the workers at Valley Hi. Mr. Austin noted that staff reviewed 27 local governments who employed an intern during the past year and his salary is comparable to what was paid by these governments. This is an educated person with a double Bachelors Degree and has the qualifications to make \$15 an hour. He would qualify for IMRF but not health insurance. After discussion, the motion carried with the majority of members voting aye on a roll call vote (Barnes, Chmiel, Donner, Merkel, Wheeler, Hill) and one nay (Zierer)

County Administrator Evaluation: Mr. Austin provided committee members with a four page memo reflective of the Administrator Evaluation documents as last year. This memo includes a self evaluation for review. If the committee members feel that the evaluation documents are complete, Mr. Austin will forward them to the remaining County Board members for review. The Board Members would provide input to a Management Services Committee Members for discussion during an executive session during the committee meeting on June 24th. A synopsis would then be presented to the County Board by Chairman Hill on July

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8th. Committee members entered into an extensive discussion on the accomplishments and new goals as set by the County Administrator. Mr. Austin informed committee members that a Campus Plan presentation will be given at the COW (Committee of the Whole) meeting scheduled on the 17th. The Plan will include information of where the County wants to grow and the sequence on how to get there. The economy will dictate to a certain extent the timeline for our growth. Chairman Hill stated that if any committee member would like additional input at the COW, the information would be needed prior to the scheduled meeting. Mr. Austin presented additional accomplishments from going to Self Funded Health Insurance, completion of the Animal Control/Public Health Facility, a smooth budget process, development of the Federal Legislative Agenda for the Federal Fiscal Year 2008 with a return of \$1.7 million dollars for McHenry County Government projects, the first year of the Water Resource Manager program, the acceptance of a recommendation for the 22nd Judicial Circuit utilize the National Center for State Courts to evaluate the Court Administrator position and assist in the recruiting process for the position, worked closely with the Human Resources Department to complete the Wage and Salary study as well as the addition of two additional staff members to the department. Valley Hi has continuing challenges that Mr. Austin continues to work on. With the hiring of a Management Firm, it is hopeful that Valley Hi is heading in the right direction on revenue enhancement and cost reduction while remaining aware of maintaining the care that has made Valley Hi special in the past. If there will be no significant changes to the evaluation, Mr. Austin requested permission to forward the evaluation to the rest of the County Board members. Committee members noted that they are all starting to get calls regarding the diminished quality of the food served at Valley Hi and questioned why this was happening. Mr. Austin stated that in the past there was a tradition of individual ordering of meals, and now the meals are completed based on a menu provided to the residents. Revere Healthcare is aware of the complaints and are trying to work with the residents by gauging what foods are liked or not liked by the residents. It is hopeful that the food situation will be taken care of in the near future. Committee members were informed that most of the complaints surround the evening meal with Breakfast and Lunch seeming to be okay. Committee members noted that Mr. Austin should include financial concerns on his evaluation so that the whole county board becomes aware of the slowing economy and how it has affected the County. Each department needs to be cognizant of the slowing economy and need to find ways that every department can save money. Mr. Austin stated that some of the county projects have been slowed down, including but not limited to the campus plan. Hiring has been very controlled as well. Committee members noted that the Administrator Evaluation could then be forwarded to the County Board members.

Discussion – Auxiliary of American Legion Park Bench: Mr. Hadley joined committee members for a discussion regarding a proposed donation to the County by the Auxiliary of the American Legion. At the time that the Veterans' Memorial was moved in the front of the Administration Building, Mr. Hadley's department was contacted regarding the possibility of the County obtaining another memorial for the County. The auxiliary was informed that the County does not have the space for another memorial and it was suggested that a memorial bench be donated, similar to the bench donated for County Board Member Richard Klasen. The Auxiliary liked the suggestion and would be providing a bench donation in the near future, if approved by the Committee. Committee members stated this was a good idea and gave Mr. Hadley the needed permission.

OLD BUSINESS

County Seal: Mr. Austin noted that Woodstock District 200 has held a contest for the new High School for the naming of the mascot for the school. It was previously suggested that the District be contacted for information on how the contest was held. Chairman Hill noted she would follow-up with District 200 on this issue.

Campus Plan Update: See Above.

REPORTS TO THE COMMITTEE

Administrator: Mr. Labaj reported that the second spraying for the Gypsy Moths has been done today. This has been a good process, contracted with 9 different government agencies for the spraying. Data is now being collected for next year's spraying. The spray needs to be done on a specific area, comprised of at least 10 acres. Homeowners can treat just one tree, but, is very costly, \$500 to \$600 per tree. Burlap traps can be placed on trees as well and seems to be somewhat effective. He continues to receive calls on this issue.

Cable Commission: Chairman Hill noted that she had been contacted by Comcast, who has stated they do want to pass a franchise agreement within the County. Mr. Sullivan noted that the attorneys want an ordinance, not a cable enablement agreement, but they have reasons why they have not created something with Comcast. Mr. Sullivan stated he would bring the issues back to the committee for review.

Committee members were informed that there has been a request sent out for sandbags. The DNR has requested more bags in anticipation of the opening of the dams. They noted that flooding is expected to be worse than flooding that occurred in the Fall.

Council of Governments: None

FUTURE TOPICS

Webcasting: Mr. Austin noted that he both groups are interested in providing a presentation to the Committee members during their next committee meeting if the committee was interested. Chairman Hill noted this would be okay if the agenda for the committee meeting was small. Mr. Austin suggested a special meeting for the presentations. Committee members stated it would be a good idea to present this information to the whole County Board for consideration. It was suggested that the

Approved 6.24.08

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presentations be scheduled for a yet determined date, to the Management Services Committee, and invite the whole County Board to this meeting to hear these presentations. Chairman Hill noted she would work with the Administrator to get the presentations scheduled.

Committee members questioned if the demolition has been scheduled for any of the buildings. Committee members were informed that they are working with the search and rescue teams to schedule the use of these facilities and the Health Department is still requesting the use of the mobile unit from the old Animal Control location. Committee members questioned if relocation bids and modular unit bids have been received. Committee members were informed that this has not been completed.

EXECUTIVE SESSION: None

ADJOURNMENT:

The meeting adjourned at 9:30a.m. on a motion by Ms. Wheeler, seconded by Ms. Chmiel with all members present voting aye.

RECOMMENDED FOR COMMITTEE/BOARD ACTION:

Resolution authorizing Workers Compensation Claim Settlement in the amount of \$22,310.13

Resolution authorizing Workers Compensation Claim Settlement in the amount of \$8,500

Resolution authorizing the creation of one new temporary intern position and one permanent part-time position in the County Administration Departmental Roster and a budget line item transfer in the County Administration FY08 budget

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