

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

MINUTES OF TUESDAY, JUNE 24, 2008

Chairman Hill called the Management Services Committee meeting to order at 8:38 a.m. The following members present: Chairman Tina Hill; Mary Donner; Yvonne Barnes; and Marie Chmiel. Mary Lou Zierer, Pete Merkel and Barbara Wheeler were absent. Also in attendance: Peter Austin, County Administrator; John Labaj, Deputy County Administrator; John Hadley, Facilities Management; Paul Lerner, IT; Cathy Link, Purchasing; Adam Lehmann, Administrator Intern; 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 June 10, 2008. Chairman Hill noted that Comcast would like to sign a franchise agreement with the County, not an ordinance. Ms. Barnes made a motion, seconded by Ms. Chmiel to approve the minutes of the June 10, 2008 Management Services Committee meeting, as corrected. The minutes were approved with all members present voting aye on a voice vote.

PUBLIC COMMENT: None

PRESENTATION: None

NEW BUSINESS

Resolution rescinding Resolution No. R-200603-12-058 to correct a Workers Compensation Claim Settlement: Committee members reviewed a Resolution rescinding Resolution No. R-200603-12-058 to correct a Workers Compensation Claim Settlement. Two years ago, a worker's compensation claim settlement was approved by the County Board. The claimant then withdrew his claim. A new claim was passed by the board making it necessary to rescind the previously approved claim. Ms. Donner made a motion, seconded by Ms. Chmiel to recommend approval of the above Resolution as presented. The motion carried with all members present voting aye on a roll call vote (Barnes, Chmiel, Donner, Hill)

Green Team Activities – Next Step: Mr. Lehmann reported that the executive committee for the Green Team was formed and met to set their future meeting dates, created their mission statement, goals of the committee, events for the committee, NACO Competition and what the "green web page" should include. There were too many interested employees to include everyone on the "green team". The executive committee was formed by including one member from Administration, Facilities, Water Resources, Transportation, Purchasing, Human Resources and Planning & Development. The large group will be used for some of the large programs being considered by the executive team. The "Green Pages" web-page is up and running and will be built on as information is received. The page includes tips and goals to become "green"

OLD BUSINESS

County Seal: Mr. Lehman reported that the design contest for the County Seal is being renewed. The draft from the original contest was used as a basis for the new contest. Contest specifications will be sent out to all middle and high schools in the area as well as MCC to come up with a new design for the County Seal. There will be no compensation for the design and the design would become the property of the County. The deadline for consideration will be October 10th, with the Management Services Committee making a selection of the top five designs. The County Board will decide from those designs chosen by Management Services. Information regarding the design contest will be added to the County Web page. Ms. Link noted that she would like to have approval of the design before ordering for next year supplies starts. Mr. Austin noted that departments will use current supplies first and supplies with the new seal will be ordered thereafter.

Mr. Hadley reported that NACO (National Association of Counties) has created two programs, which the County has joined, the first program is to pledge to reduce gas use in the County and to change

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the use of incandescent light bulbs to energy efficient bulbs. The County with the most pledges, to switch out their light bulbs, can win 1,000 light bulbs. This information will be sent out to the community to get as many involved as possible. Committee members were informed that Algonquin currently has a similar program in place. Committee members were informed that anyone who lives in the county can sign up to change out their old lightbulbs, but, the official program is scheduled from July through November. Information will be sent out to the constituents through the media. Committee members requested that sign up for the programs be available on the web page for easier access to the program. Mr. Hadley noted that an additional program through NACO, is for the County to pledge to use less gas than last year, which the County has signed up to be a part of.

Campus Plan Update: The final document is scheduled for completion this week. They should be available for review the week of the 7th and should include additional details.

REPORTS TO THE COMMITTEE

Administrator: There is a meeting planned on the 7th to talk about the proposed Mental Health expansion. The financing component for the project needs County Board approval. The County helps the Mental Health Board with the proposed bonding issue.

Additional discussions will be needed concerning the campus plan. The plan has a proposed sequence of events, but, questions need to be answered concerning how to move forward with the campus plan.

Committee members questioned if any bids have been received to move the mobile home from the old Animal Control property. Ms. Link noted that a pre bid meeting was held last week, with no one showing up. They now need to decide how to move forward on this issue. The bids are due by the 26th. The demolition bids included the ability to acquire the mobile unit on the property. If the County keeps this unit, it could change the demolition costs. We are at a standstill until the 26th. At that time we shall see if moving the unit is feasible.

Mr. Labaj provided committee members an update on the gypsy moth spraying occurring in the county. The spraying for this season has been completed. BTK will no longer be effective on the moths as they are now too big. Any calls should be forwarded to Mr. Labaj so they can figure out spray blocks for next year. The County is seeing massive infestation. Egg masses can be scraped off of the trees or sprayed off with a pressure washer. When removed, soap or an oily substance can be used to suffocate the masses. Once an area is infested, they will always have Gypsy Moths. The idea now is to stay on top of the issue and maintain the areas. Mr. Austin noted that a lot of Mr. Labaj's time is being used up on this issue. It may be time to move this issue to an appropriate department in the future, either the Environmental Health Department or Planning and Development. As the program expands to other areas, the County will need to continue to partner with others to work together to control the infestation.

Mr. Austin informed committee members that the County Board members will be considering two Resolutions for Valley Hi at the next County Board meeting. One Resolution includes the preferred resident mix at the facility. Another Resolution will request approval to raise the private pay rates, which are currently below the market rate. It is going to take a while to get these rates up and the process will be done in increments. It is hopeful that the facility will be hiring a Director of Nursing within the next couple of days. Dietary issues seem to be consuming a lot of time at Valley Hi. This summer they will be prioritizing the quality of life issues that have been raised by the residents.

The Water Resource Manager has spent the past week targeting the observation well sites. A Groundwater presentation will be provided at the August 18th County Board meeting.

A meeting has been scheduled with representatives tomorrow to discuss what the County is looking for in the Director for Planning & Development. He noted that the director will be responsible of doing a better job of handling the different roles within both the planning and building departments. Interviews will be held with planning & development staff as well.

Mr. Austin noted that he has been preparing his quarterly report for the County Board. He is meeting with Department Heads in regards to their work plans for their budgets. Plans are being discussed for the Strategic Plan meeting for July 25th. He noted they are pleased with the process but would like more definition to the plan. They need to think about how to clean up the process and would like to

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see more movement on the plan. He would also like to see more involvement from the County Board members.

Cable Commission None

Council of Governments: The next scheduled meeting is tomorrow evening at Lake in the Hills, Boulder Ridge. The discussion topic is the Olympics.

FUTURE TOPICS

Webcasting: A special meeting has been scheduled, immediately after the next County Board meeting on July 1st, with presenters from two different webcasting firms.

EXECUTIVE SESSION

Ms. Donner made a motion, seconded by Ms. Barnes to enter into executive session, at 9:12a.m., to discuss land acquisition and personnel. The motion carried with all members present voting aye on a roll call vote (Barnes, Chmiel, Donner, Hill)

Ms. Donner made a motion, seconded by Ms. Chmiel to return to regular session at 10:06. The motion carried with all members present voting aye on a roll call vote (Barnes, Chmiel, Donner, Hill)

Chairman Hill noted there was no action taken by the committee during the executive session.

ADJOURNMENT:

The meeting adjourned at 10:07a.m. on a motion by Ms. Chmiel, seconded by Ms. Ms. Barnes 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 rescinding Resolution No. R-200603-12-058 to correct a Workers Compensation Claim Settlement

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