

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

MINUTES OF TUESDAY, JUNE 9, 2009

Chairman Schuster called the Management Services Committee meeting to order at 8:30 a.m. The following members present: Chairman Ersel Schuster; Lyn Orphal; Pete Merkel; Kathleen Bergan Schmidt; Yvonne Barnes; Paula Yensen and Tina Hill. Also in attendance: Peter Austin, County Administrator; Ralph Sarbaugh, Associate County Administrator – Finance; John Labaj, Deputy County Administrator; Tom Sullivan and Paul Lerner, IT; Adam Lehmann and Rob Jones, County Administrator Interns; Pam Palmer, Auditor; Cathy Link, Purchasing; John Hadley, Facilities Management; Laurie Selpien, Historic Preservation Commission and the press.

Ersel Schuster, Chairman	
Yvonne Barnes	Tina Hill
Pete Merkel	Lyn Orphal
Kathleen Bergan Schmidt	Paula Yensen

MINUTE APPROVAL

Committee members reviewed the minutes of May 26, 2009. Ms. Hill made a motion, seconded by Ms. Barnes to approve the minutes as presented. The minutes were approved with all members present voting aye on a voice vote.

PUBLIC COMMENT

None

PRESENTATION

Ms. Becky Werra from Siemens joined committee members to spend time going over the recommendations for the application for the EECBG (Energy Efficiency Conservation Block Grant) that has been awarded to the County. The project was narrowed down to 28 projects with a budget cost of \$3,187,242. The grant amount that has been allocated to the County is \$2,475,900. Committee members were provided an executive summary of the suggested projects for review. Ms. Werra informed committee members that a website has been created, by Seimen's, that talks about how the County is spending these funds. The County could include information provided by the County as well. The choices for the grant were narrowed down by choosing those projects that would have the best payback for the County. The application is due by June 25th and all the projects would then need to be completed within 36 months. The projects need to be ½ done within 18 months. The County has already registered for the above grant and now has to "apply" for the funding. The Board will have a final Resolution with decisions to make regarding the grant projects on June 16th. Siemens is hoping to file the grant on behalf of the County by June 17th. The grant commission has up to 90 days to respond. ½ of the grant would be awarded up front and the remaining funds would be submitted upon completion of the projects. Siemens would manage the projects on behalf of the County. Committee members were questioned whether they would like to join the Finance Committee in a joint meeting to finalize recommendations of the project for the County Board and questioned whether a representative from Siemens should be available to answers questions of the committees. Committee members were informed that the Finance Committee would focus on the returns received from a project but they would be looking for the Management Services Committee to make recommendations for the projects. Mr. Sullivan questioned why the two servers in the IT room were not listed for consideration. They have requested replacement of the servers for the past two years. The backup unit is 15 years old. He was informed that the efficiency would not be improved enough to be included in this project, but, there are different ways in which to cool the room without using the same type of equipment. Other newer technology could be reviewed to possibly include this within the project. Committee members were reminded that the Department of Energy does not want to see just capital improvements and there has to be a mixture of different types of projects included within the application and should include a balance of renewable energy as well as creating new jobs. Mr. Sullivan requested that this item be revisited for consideration. Descriptions of the suggested projects were reviewed with committee members. They were reminded that a decision on the projects needs to be decided before presentation of the application of June 17th. Even though the due date is the 25th, Siemen's would like to get the application in prior to the due date. Committee members agreed that it would be nice to have an overview presented to the County Board, without a large packet of information presented for discussion. Committee members were informed that the Finance and Audit Committee would need to know what impact these projects would have on the operating costs to the County. This may help is

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deciding whether an item should be eliminated for consideration. Committee members were told that sometimes it is necessary to spend money in order to save money. Siemens would be provided with a list approved vendors for these projects. Committee members were told that if it has been determined that the maintenance costs are too high for a project, the project could be pulled off the list or the costs for the maintenance could be included within the scope of the project. Committee members were informed that other grant opportunities would be researched as well. The consensus of the committee was to approve the recommendations as submitted and move the project to the Finance Committee for them to work out the final details of the project.

NEW BUSINESS

Report on County Clerk Election Storage Facility: Mr. Hadley joined committee members and informed them that the election storage facility is now ready for use. All of the equipment will be moved into the facility this Friday. This will free up the lunch room in the Administration Building for use by next Monday.

Victory Garden: Ms. Laurie Selpien from the Historic Preservation Commission joined committee members to provide additional information regarding the possible implementation of Victory Gardens within the County. She informed committee members that they have received 300 plants to put into a garden as well as services from master gardeners in the County. All of the food obtained from these gardens would be donated to the area food pantries and food kitchens. If this was to be done, the plants would need to be planted by June 20th. Committee members stated that there are some liability issues that need to be addressed before approval of this project could be obtained. One of the main problems to start the project is the fact that the County does not have any tiller equipment or employees available to clear the property. The committee members stated this would be a good project to consider for next year as this year the time line is too tight. Ms. Selpien stated that the Historic Preservation Commission would like to see plots expanded for needy families to grow their own produce. In the meantime it was suggested that plots be scoped out for use during next year's growing season and to check into liability issues for this project. It was stated that the site would need to have a water source in order to water the garden as needed without having to truck water in.

OLD BUSINESS

Review of County Administrator's Goals & Action Plan for 08/10: This was moved to a future meeting.

REPORTS TO COMMITTEE

None

FUTURE TOPICS

None

EXECUTIVE SESSION

None

ADJOURNMENT:

The meeting adjourned at 9:37a.m. on a motion by Ms. Hill, seconded by Ms. Barnes with all members present voting aye.

RECOMMENDED FOR COMMITTEE/BOARD ACTION:

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