

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

MINUTES OF TUESDAY, JUNE 12, 2007

Chairman Hill called the Management Services Committee meeting to order at 8:10 a.m. The following members present: Chairman Tina Hill; Marie Chmiel; Mary Donner; Barbara Wheeler; Yvonne Barnes and Mary Lou Zierer. Peter Merkel was absent. Also in attendance: Kenneth D. Koehler, Chairman, McHenry County Board; Peter Austin, County Administrator; Cathy Link, Purchasing; Tom Sullivan and Paul Lerner, IT; Nicole Gattuso, GIS; interested public and the press.

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

MINUTE APPROVAL

Ms. Chmiel made a motion, seconded by Ms. Donner to approve the minutes of the Friday, May 25, 2007 Management Services meeting. The minutes were approved with all members present voting aye on a voice vote.

PUBLIC PARTICIPATION

A member of the public addressed committee members and commended them for their service to the public. She also thanked them for reviewing the public comment issue as this pertains to their rights to speak.

PRESENTATION

Nicole Gattuso joined committee members for an update on the GIS department. Mr. Sullivan reminded committee members that the GIS System became its own department, under Information Technology on December 1, 2006. There are six individuals within the department. The GIS department works with other departments to create the data base structure and the GIS department maintains the structure but, each department is responsible to maintain the data. The department is working with an outside consultant to create new GIS data and aeriels. Previously, the consultant was paid monthly and we weren't getting data in a timely manner, now, this information is being received with payment being tied to deliverable data. Completion of the project is now expected by mid October. Quality control procedures have been put into place to make sure the information being received is correct. Now the equipment is five years old and the department needs to upgrade the infrastructure. Mr. Sullivan noted that they need to have a replication server that would allow outside view of data, without allowing access to county information. Ms. Gattuso reviewed the goals for the department. One of these items included the sharing of data with other counties. She noted they are planning a group project with Cook, Lake, Kane, Will, DuPage, and McHenry Counties to obtain aerial view standardization of shared data. She noted that other Counties have shown interest in the project as well. She noted that if the committee members are interested in obtaining additional information you can go to [www.ilgisa.org](http://www.ilgisa.org). Committee members thanked Ms. Gattuso for her update. Mr. Sullivan noted that a lot of the project is coming together. Eventually the system will have the ability to integrate with the tax system and the document management system.

NEW BUSINESS

*Resolution authorizing Workers' Compensation Claim Settlement #05-3220-03, Resolution authorizing Workers' Compensation Claim Settlement #06-3200-21 and Resolution authorizing Workers' Compensation Claim Settlement #04-3210-13:* Committee members reviewed three resolutions for Workers' Compensation Claim settlements for claims #05-3220-03, #06-3200-21 and #04-3210-13. After review, Ms. Wheeler made a motion, seconded by Ms. Donner to recommend approval of the above three Workers' Compensation Claim Resolutions as presented. The motion carried with all members present voting aye on a roll call vote (Barnes, Chmiel, Donner, Wheeler, Zierer, Hill)

*Resolution authorizing a Server Upgrade Solution:* Committee members reviewed a Resolution authorizing a Server Upgrade Solution. Mr. Sullivan noted that software upgrades in GIS necessitate the need to increase server capacity. The current server lease is expiring as well. The server upgrade includes a server enclosure, four servers, a SAN enclosure and 4.8TB of raw SAN disk space that will provide additional disk space for GIS data and applications. The GIS software is being upgraded and requires additional server capacity to deliver adequate response to end user requests. Mr. Sullivan noted that we have had the policy in the past to lease the servers but there is a value in buying this enclosure as the technology is changing and they will have the ability to slide 16 servers within this enclosure. Mr. Sullivan noted that the lease program is still important for the large purchases. The current equipment will be purchased out of existing Information Technology and GIS budgets. Ms. Chmiel made a motion, seconded by Ms. Donner 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, Wheeler, Zierer, Hill)

*Resolution authorizing the sale of the Banford Road property:* Committee members reviewed a Resolution authorizing the sale of the Banford Road property: Mr. Austin reminded committee members that there had been previous discussion regarding the sale of the Banford Road property. Discussions have taken place with staff regarding continued interest in the purchase of this property. Two different appraisals have been done on the property with the value coming in at

\$125,000 w/o the building on the property and \$110,000 with the building. The current offer came in at \$180,000 with an agreement to wait to close on property until March 2008. This would allow time for the county to move into the new animal control facility. Ms. Chmiel made a motion, seconded by Ms. Donner to recommend approval of the above Resolution. It was noted that the motions were made to allow for discussion. Some committee members noted that the property should be retained until the campus plan has been completed. Committee members were reminded that when discussions began surrounding the need for a new animal control facility, it was stated that the funds from the sale of the Banford Road property would help pay for the new facility. Mr. Austin noted that there have been discussions regarding the need to create a policy regarding the sale of county owned property. Some committee members noted that the property is not located in a good area to build a future building for County use. Chairman Koehler reminded committee members that a prior committee agreed to go out and negotiate a sales contract for the Banford Road property and that sale fell through. This sale is the result of additional negotiations for the property. He noted that we are obligated to go before the County Board with this issue. Committee members were also reminded that the City of Woodstock has made various concessions for animal control, but, feel the property should be converted to residential. The City has made the County aware of their concerns and what they would allow to be built on the property. Chairman Hill called for a vote on the motion. The motion failed with three nays (Barnes, Chmiel, Wheeler) and three ayes (Donner, Zierer, Hill). Chairman Hill noted this could be forwarded to the County Board as a minority report. After a lengthy discussion, Ms. Barnes made a motion, seconded by Ms. Wheeler, to recommend this resolution be forwarded to the County Board for discussion and consideration. The motion carried with all members voting aye on a voice vote.

*Performance Contact update:* Ms. Link noted that she and the Facilities Manager are excited because this Performance Contract installation is a head of schedule. All of the construction materials needed have been ordered and installation complete by September 16<sup>th</sup>. The first check is expected by the end of November. They have guaranteed a savings of \$435,000 over the next ten years, though; they do expect to recover more money than expected.

*Jail Utility Metering:* Committee members were informed that staff was previously directed to send out bids to have the jail on separate meters. Proposals were sent out with no responses received. Staff then requested that Siemens provide us with a proposal for this service. A draft proposal was received for \$56,000 if the old meters are used or \$68,900 if new meters are needed. Ms. Link noted they are going to try to negotiate this price down.

Ms. Link informed committee members that in the Fall bids go out for Natural Gas and Electric. Last year the county was fortunate to obtain just a 10% increase over the previous year's bid. Some buy gas from the State. Some vendors are doing better than the State bid.

*Remote Access – Discussion:* Chairman Hill noted that she had this item placed on the agenda after receiving complaints from County Board members who get disconnected from the server on a regular basis. An expert was brought in to address this complaint and identified some issues that may be the problem. They are hopeful that the recommendations made, fix the problem. Committee members questioned whether a more reliable system is needed. Mr. Sullivan noted they would like to try the maintenance of Citrix first and if the fix doesn't work, then review new products. It was suggested that additional training be provided to County Board members on how to log onto the system from the outside.

*Free Internet during meetings:* Chairman Hill stated that this discussion came about because she saw that Champaign County offers free internet access during county board meetings. This will allow for public access as well as board members access. Mr. Sullivan noted that the costs would be negligible to get this up and running. He noted that funds would be needed to upgrade the firewall and some additional consulting funds may be needed, but, didn't feel this would be too costly. Committee members requested a proposal brought back to the next committee meeting for approval, with costs involved, for consideration. Committee members were reminded that as part of the strategic plan the county board wanted to have the ability to allow for more information to be provided to the public and this would allow for additional access.

## OLD BUSINESS

*Resolution authorizing adoption of amendments to the McHenry County Board Rules:* Chairman Hill informed committee members that there has been discussion to split out the public comment section from the County Board rules and to create a separate policy regarding public comment. She stated that since this portion involves the public and not County Board members, it should be a part of a policy, and not the County Board rules. After discussion, Ms. Barnes made a motion, seconded by Ms. Wheeler to approve the above Resolution as presented. The motion carried with all members present voting aye on a voice vote. Committee members continued discussion surrounding Public Comment. Chairman Hill noted that the Attorney General has stated that there is nothing that requires the County Board have a public

comment portion of an agenda. There is nothing in the Open Meetings Act that state this is necessary. She noted the due process would state that we inform the public where they should address their comments. It was noted that the County Board is not the place to address their ZBA concerns as this could be construed as evidence. Ms. Courier, provided suggested language that she feels should be a part of the County Board rules, "Statements voluntarily given at the invitation of the County Board during the Board meeting described as "Public Participation" are accepted as an opportunity by the public to directly address the County Board. In the event the statements are relevant to any zoning issue and wish to be considered as evidence, they should be directed to and presented to the Zoning Board of Appeals." She noted that since public comment is an agenda item, this should be a part of the County Board rules. It was noted that if it was made a policy, the policy could be referenced in the County Board rules. Committee members questioned how public comment differs from information received by mail or phone. It was noted that State Statute dictates that the County Board can only weigh on the evidence received from the ZBA and they should not consider any additional information received outside of the ZBA hearing, whether as public comment, phone calls or letters. The reasoning is because the evidence received cannot be rebutted. Committee members noted that the County Board members need to be educated on the correct process and they need to understand that decisions need to be based upon information received from the ZBA only. It was noted that the public needs to be educated as well so they know what they are saying is just "comments", not fact and decisions by the Board are based upon ZBA hearings and not comments made during county board or committee meetings. It was suggested that the States Attorney provide corrective language, as a part of the County Board rules, with the rules amended on the floor to include this language. It was noted that it would be a service to everyone involved, if there was some way to let the public know where they need to go to have their issues heard. It was stated that everyone cannot be educated, but, as a county board, we can provide as much information as possible and just leave the public comment section stay as is with the Chairman advising the Board members that public comment is just that, comments, and they should not use information given as additional testimony on an upcoming issue. Committee members were questioned how they felt regarding allowing of flash photography. Committee members noted this should not be legislated and should be handled on an individual basis. It was noted that if a meeting is being disrupted by ongoing flash photography, the Chairman can ask the person to stop.

Mr. Austin presented committee members with a self evaluation for the County Administrator Evaluation for 2006/2007. Mr. Austin requested committee members review the evaluation and forward any comments to Chairman Hill or Chairman Koehler for review during executive session in July. At that time a new set of goals, with an action plan will be presented.

Chairman Hill noted that because of time constraints, the remaining agenda items will be discussed at the next committee meeting.

Chairman Hill asked the public if there were any questions or concerns regarding public comment as discussed above. It was noted that the public needs to be educated about the process and it was important that the County Board members help with the process. The public all agreed that public comment should be allowed but a cleaner process is needed.

EXECUTIVE SESSION

None

REPORTS TO COMMITTEE

None

ADJOURNMENT

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

**RECOMMENDED FOR COMMITTEE/BOARD ACTION:**

- Resolution authorizing Workers' Compensation Claim Settlement – Claim #05-3220-03
- Resolution authorizing Workers' Compensation Claim Settlement – Claim #06-3200-21
- Resolution authorizing Workers' Compensation Claim Settlement – Claim #04-3210-13
- Resolution authorizing a Server Upgrade Solution
- Resolution authorizing the sale of the Banford Road Property (without committee approval, for discussion and consideration)
- Resolution authorizing adoption of amendments to the McHenry County Board Rules

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