

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

MINUTES OF TUESDAY, AUGUST 8, 2006

Chairman Hill called the Management Services Committee meeting to order at 8:12 a.m. The following members present: Tina Hill, Chairman; Mary Lou Zierer; Barbara Wheeler; Jim Heisler; Pete Merkel and Richard Klasen. Marc Munaretto arrived at 8:56a.m. Also in attendance: Peter Austin, County Administrator; Ralph Sarbaugh, Associate County Administrator-Finance; John Labaj, Deputy County Administrator; John Hadley, Facilities Management; Tom Sullivan, IT; Pat McNulty, Health; Kenneth Koehler, County Board Chairman; Donna Mayberry and Nicole Gattuso, Assessor; Perry Moy, Marie Chmiel, John Hammerand and Ann Gilman, County Board Members; and interested public.

Tina Hill, Chairman

Jim Heisler	Richard Klasen
Pete Merkel	Marc Munaretto
Barbara Wheeler	Mary Lou Zierer

MINUTE APPROVAL

Committee members reviewed the minutes of the Management Services Committee meeting of July 25, 2006. Chairman Hill noted that the Art Committee sent out proposals for artists to complete a mural, not an official RFP. Mr. Heisler made a motion, seconded by Mr. Klasen to recommend approval of the committee minutes from July 25, 2006 as corrected. The motion carried with all members present voting aye.

PUBLIC PARTICIPATION

None

PRESENTATION

None

NEW BUSINESS

Public Building Commission Appointment – Interviews: Committee members interviewed Mr. Frederick Wysk for an appointment to the Public Building Commission. Committee members were informed that there is one opening on the Commission, with the incumbent reapplying for the position. Committee members informed Mr. Wysk that there are additional openings on the Planning Commission that he may wish to consider as he has extensive planning experience. Committee members thanked Mr. Wysk for his time. Chairman Hill stated they would continue with the PBC interviews when the remaining candidate arrives.

Resolution authorizing an emergency appropriation in the Facilities Management / Valley-Hi Maintenance FY05/06 Budget: Committee members reviewed a Resolution authorizing an emergency appropriation in the Facilities Management / Valley-Hi Maintenance FY05/06 budget. Committee members were reminded that the valves have rusted in well house #3 at Valley Hi and are in need of replacement. The Valley Hi recommended approval of this resolution at their recent committee meeting. Mr. Klasen made a motion, seconded by Ms. Wheeler, to recommend approval of the above Resolution as presented. The motion carried with all members present voting aye on a roll call vote (Klasen, Heilser, Merkel, Wheeler, Zierer, Hill)

Resolution authorizing a Workers' Compensation Settlement – Claim #01-3200-15 and a Resolution authorizing a Workers' Compensation Settlement – Claim #04-3210-1D: Committee members reviewed a Resolution authorizing a Workers' Compensation Settlement for Claim #01-3200-15 and Resolution authorizing a Workers' Compensation Settlement – Claim #04-3210-1D. Mr. Labaj stated the first Resolution is for a claim for an injury to a Sheriff's Road Deputy who injured his wrist while moving a bed out of the way as he assisted rescue workers who were treating a gunshot victim. The other injury is for a Corrections Officer who was injured while answering a "code 2" in the jail. After review of the claims, Ms. Wheeler made a motion, seconded by Mr. Klasen to recommend approval of the Resolution authorizing a Workers' Compensation Settlement for Claim #01-3200-15, not to exceed \$21,845.25. The motion carried with all members present voting aye on a roll call vote (Klasen, Heilser, Merkel, Wheeler, Zierer, Hill) Ms. Zierer made a motion, seconded by Mr. Merkel to recommend approval of the Resolution authorizing a Workers' Compensation Settlement for claim #04-3210-1D, not to exceed \$17,270.80. The motion carried with all members present voting aye on a roll call vote (Klasen, Heilser, Merkel, Wheeler, Zierer, Hill)

Report on Cost associated with moving GIS to Information Technology: Ms. Mayberry, Ms. Gattuso, Mr. Sarbaugh and Mr. Austin joined committee members to provide an update to the proposed move of the GIS department from the Assessor's office into Information Technology. Mr. Austin noted that the GIS Department will be a separate division of Information Technology (IT). Mr. Sarbaugh presented a budget of the costs incurred in the establishment of separate GIS division. Ms. Mayberry stated that the goal was to always separate the GIS department from the Assessors department. The department will be located in the empty IT office space in the Administration Building. The GIS fund will be used as much as possible to fund this department and the move. Mr. Austin noted that additional space will be needed for this division and the Regional Superintendent of Schools has allowed a portion of their office space to be taken over by GIS. Mr. Austin noted that a Resolution will be brought forward in the near future that identifies this move and the creation of a separate GIS department, under Information Technology.

Public Building Commission Appointment – Interviews (con't): Committee members interviewed Mr. Steven Finzel for reappointment to the Public Building Commission. After discussion, Mr. Klasen made a motion, seconded by Ms. Wheeler to recommend Mr. Steven Finzel be reappointed to the Public Building Commission for a term of four years. The motion carried with all members present voting aye.

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Discussion – Energy: Committee members were joined by Mr. Hadley and Mr. Ken Seaton from Seaton & Associates to answer questions surrounding deregulation of the power companies. Committee members were reminded of the utility audit that was completed by Mr. Seaton. He noted that the County will have three options to obtain energy. The first option would be to go out to bid to get the best pricing available at this time, the second option would be to wait for a “reverse” auction where we can contract with whoever offers the least pricing during the auction or the last option would be to wait for the “polar” rate, which would be the provider of last resort. Mr. Hadley noted they are anticipating an increase of 40 – 45% over last year, or, we could secure a contract that would include a 12 – 14% increase. Mr. Hadley requested direction of the committee. Committee members noted the last option is not an option at all and if we select the first option, if the auction brings a lower price, we can always renegotiate our contract. Committee members were informed that this process cannot wait for a Resolution for County Board approval. Committee members noted that the Chairman of the County Board is authorized to execute a contract so as a committee we can give direction. Committee members requested Mr. Hadley find a contract rate at less than a 20% increase. Committee members noted that we are protected by our ability to renegotiate and requested the Chairman enter into a contract to get the best price available for the County.

Discussion – Next Step for the Animal Control Facility: Committee members were informed they need to make a decision regarding the new building purchased for a new Animal Control Facility. It was noted that the County has had good success in dealing with Prime Hoffman and committee members were questioned whether we should use Prime Hoffman on this project or request other proposals from other firms who have shown interest in working with the County. Chairman Hill questioned committee members whether a special meeting should be held to interview a short list of presenters at the end of the month. Mr. Austin stated that two local firms have shown interest in this project as well. The Committee members directed Mr. Austin to set up a short list of presenters for an interview at the end of the month.

Committee members questioned Mr. Austin on the site analysis for the campus plan. He noted that a meeting was held, with interest shown by 7 or 8 vendors for this project. He noted this would come back to committee for discussion at a later date.

OLD BUSINESS

County Administrator – Goals for 2006/2007: Mr. Austin presented committee members with his goals for 2006/2007. Chairman Hill requested committee members review these goals for input and discussion at the next committee meeting.

EXECUTIVE SESSION

None

REPORTS TO COMMITTEE

Administrator’s Report: None

Artwork Sub-Committee: A tour of the new Valley Hi facility is being scheduled for the Artwork Sub-Committee for September. Chairman Hill noted that anyone interested in attending the tour may join the artwork committee for their September meeting.

Cable Commission: Mr. Sullivan stated that the Commission is real close to approving a franchise agreement but, he noted they seem to be real close to approving a national franchise agreement by September, making it unnecessary to approve the local agreement.

Convention & Visitors Bureau: Mr. Munaretto reported that the CVB is now a year old and continues with their work to attract more businesses and municipalities to their group.

EDC: Mr. Munaretto informed committee members that the EDC will be holding a Strategic Planning Session on August 15th. He noted this is a half day session for those interested in attending.

FUTURE TOPICS

Chairman Hill informed committee members she would like to bring back to committee for discussion, payment for attending McCog meetings. She noted she is looking for ideas to fund this project.

ADJOURNMENT

The meeting adjourned at 9:32 a.m. on a motion by Mr. Klasen, seconded by Ms. Wheeler with all members present voting aye.

RECOMMENDED FOR COMMITTEE/BOARD ACTION:

- Recommend appointment of Steven Finzel to the Public Building Commission
- Recommend approval of a Resolution authorizing an emergency appropriation in the Facilities Management/Valley-Hi Maintenance FY05/06 Budget
- Recommend approval of a Resolution authorizing a Workers’ Compensation Settlement – Claim #01-3200-15
- Recommend approval of a Resolution authorizing a Workers’ Compensation Settlement – Claim #04-3210-1D

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