

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

MINUTES OF TUESDAY, MARCH 11, 2008

Chairman Hill called the Management Services Committee meeting to order at 8:13 a.m. The following members present: Chairman Tina Hill; Mary Donner; Marie Chmiel; Yvonne Barnes; Barbara Wheeler and Mary Lou Zierer. Pete Merkel was absent. Also in attendance: Peter Austin, County Administrator; John Labaj, Deputy County Administrator; John Hadley, Facilities Management; Paul Lerner, IT; 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 February 26, 2008. Ms. Donner made a motion, seconded by Ms. Chmiel to approve the minutes of the February 26, 2008 Management Services Committee meeting as submitted. 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: Committee members reviewed a Resolution authorizing Workers' Compensation Claim settlement. Mr. Labaj noted that this claim was regarding a highway maintenance worker who got hurt when a 1200 lb. mower arm fell on the employee. The employee was then released from medical care with restrictions. The department could not accommodate these restrictions and therefore was terminated on March 31, 2006. The employee found a job in November of 2006, with a lower paying job, making him eligible for a wage differential. The high settlement costs include the wage differential and a set aside amount of \$32,000 for a future knee replacement surgery. This will close out the case without any future claims and will protect the County against escalating costs. After review, Ms. Donner made a motion, seconded by Ms. Barnes 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 a contract addition for the installation of a new sound system in the County Board room: Committee members reviewed a Resolution authorizing a contract addition for the installation of a new sound system in the County Board room. After review of the equipment by the County Clerk, it was determined that a separate recording device would be needed to record executive session minutes. This requires the purchase of additional equipment. The cost of the equipment should not exceed \$4,500. Ms. Barnes 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 (Barnes, Chmiel, Donner, Wheeler, Zierer, Hill)

Resolution authorizing the award of bid for carpet removal and tiling of approximately 7600 square feet of the 3rd floor hallway in the Government Center: Committee members reviewed a Resolution authorizing the award of bid for carpet removal and tiling of approximately 7600 square feet of the 3rd floor hallway in the Government Center. Mr. Hadley reminded committee members that a previous bid was received for the tile work that did not meet the specifications of the bid. They had placed the bid based upon fewer square feet. Because of the error, the bidding company withdrew their bid. The second lowest bid came in \$84,703, much higher than the lowest bid received. This requires additional funding in their budget. The funds will be taken from the non-departmental capital budget. Ms. Donner made a motion, seconded by Ms. Barnes, 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) Chairman Hill requested that a copy of the bid summary sheet be attached to the Resolution for the County Board members review. It was also requested that the title of the Resolution be changed to include the correct square footage of 9200 square feet.

Ordinance adopting Cable and Video Customer Protection Law: Committee members reviewed an Ordinance adopting Cable and Video Customer Protection Law. The new statute imposes considerably higher consumer protection provision than those currently in force in many existing cable agreements. After January 1st the consumer protection standards will apply to all incumbent cable operators and video services holders regardless of whether they have attained authority to operate via a franchise or through the state authorizing process. Ms. Donner made a motion, seconded by Ms. Wheeler to recommend

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approval of the above Ordinance as presented, with a thirty (30) day review. The motion carried with all members present voting aye on a voice vote.

Ordinance authorizing an extension to the Cable Television Franchise Agreement with Comcast of Northern Illinois Inc. and Comcast of Illinois/Texas, Inc.: Committee members reviewed an Ordinance authorizing an extension to the Cable Television Franchise Agreement with Comcast of Northern Illinois, Inc. and Comcast of Illinois/Texas, Inc. Committee members were reminded that the previous franchise agreement, which expired October 2, 2007. The parties had previously agreed to extend the agreement to March 15, 2008 and now wish to further extend the term of the agreement and first amendment to May 30, 2008. Ms. Barnes made a motion, seconded by Ms. Donner to recommend approval of the above Ordinance extension, waiving the 30 day review, as presented. The motion carried with all members present voting aye on a voice vote.

Ordinance establishing cable/video service provider fee: Committee members reviewed an ordinance establishing cable/video service provider fee. The new state statute requires that a unit of government impose a fee for video services that is consistent with the fee being paid by the current cable franchise holder. The Illinois Commerce Commission has issued authorization to AT & T any municipality must grant a permit to AT & T to work in the right of way within 45 days of a request or such a request is considered granted. After review, Ms. Wheeler made a motion, seconded by Ms. Donner to recommend approval of the above Ordinance with 30 day review. The motion carried with all members present voting aye on a voice vote.

OLD BUSINESS

Discussion – County Green Policy: Committee members were informed that the previously distributed draft “green” policy has been sent to the State’s Attorney for review. A resolution will be brought forward for approval of the policy.

REPORTS TO THE COMMITTEE

Administrator: Mr. Austin informed committee members that he spoke with Mr. McNulty regarding the Banford Road property. The County needs to take steps to secure the facility against vandalism. KS&A officials will be questioned, during the COW on Friday, regarding future uses for the property. Right now the property is nuisance attractive. The power and water to the facility has been shut off. It was recommended that the doors, windows and animal door entrances be screwed shut. Woodstock officials will be contacted regarding their proposed use by the Fire and Rescue squad for either rescue training or a burn training event. A States Attorney opinion on the facility, regarding selling of the facility, stated that the county is obligated to accept the best price possible for the County. To get rid of the property, the property must be declared surplus, by the Management Services Committee. Mr. Labaj cautioned keeping the facility because the county would have to declare the facility vacant, which increases the insurance costs for the facility. Also, the appraisal for the property states that there is more value in the property without the facility. Mr. Austin reminded committee members that there is a double wide trailer on the site that is in decent condition and could be moved for use elsewhere.

Committee members were reminded that there is a Valley Hi COW meeting scheduled prior to the County Board meeting next Tuesday at 6:00p.m. Mr. Austin will be meeting with Valley Hi representatives and Marc Munaretto, regarding items to be placed on the agenda for the Valley Hi COW.

Mr. Austin stated that he would be providing an Administrator’s report at the next County Board meeting.

The Animal Control Open House has been scheduled for April 4th at 11:00a.m. Crystal Lake officials, the City Council and appropriate staff will be invited to the open house. Committee members stated they would like as many County Board members as possible to attend the grand opening.

Committee members were informed that at this time there is nothing for the agenda for the next Management Services Committee meeting. The meeting is scheduled the week of Spring Break and Chairman Hill questioned the committee whether the next committee meeting should be canceled. It was noted that additional resolutions may be forwarded for the next committee meeting and elected to wait and see if additional items should be placed on the agenda. The only item currently available for the agenda would be a decision regarding the Banford Road property. Chairman Hill noted that the committee meeting would remain as scheduled, unless informed otherwise.

Committee members questioned if with the installation of the new sound system, the County Board could execute phone voting. Mr. Labj stated that the system has that capability as well as electronic agenda management and web casting, all with additional costs. He stated that when this goes out for bid the County will have to make sure all comparisons for equipment is the same. The cameras for web-casting are very expensive with an additional expense of approximately \$2,250 per meeting to tape the meeting. Options for upgrades are being reviewed.

Chairman Hill informed committee members that the annual Government Awareness Day for this year has not been scheduled yet. There is currently only one day available for use of the rooms. It has been suggested that this year’s Government Awareness Day program be canceled. A Government Awareness Day Committee could then be formed later in the summer in order to get invitations to the schools in a timely manner for next year’s program. Committee members requested this issue placed on the Management Services Committee agenda for July.

Cable Commission: See above.

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McCog: Mr. Austin informed committee members that representatives from McCog went to Springfield to work with other State McCog's to discuss Public Safety Benefits with the State Representatives. The costs of these benefits are very expensive. Mr. Jung joined them in Springfield for this discussion.

McCog would like to encourage additional County Board members to attend their meetings. The group stated that this is a time when they are able to speak with members of the County Board. Their meetings are held the last Wednesday of the month. Chairman Hill encouraged board members to attend the meetings, especially when the meetings are being held in their district.

Mr. Austin informed committee members that he and Chairman Koehler will be going to Springfield on April 9th to discuss issues of Metro County as well.

FUTURE TOPICS

Committee members questioned if it would be appropriate to change this committee meeting to one time per month. Previously extra committee meeting time was needed because of the large amount of construction projects going on in the County. With the completion of the projects, the committee times are shorter. It was suggested that the committee meet at a later time. Chairman Hill requested this issue placed on the agenda for the next committee meeting.

Committee members were informed that the Health Department will be holding a "green expo" for the county employees on April 29th from 11:30a.m. until 3:30p.m. They would like to highlight what has been done in the county to go green. They will sponsor tables and talk about environmentally friendly products being used by the County. Committee members suggested that a County-wide event be held regarding this issue. As a point of interest it was suggested committee members look at earth911.org

EXECUTIVE SESSION

None

ADJOURNMENT

The meeting adjourned at 9:08 a.m. on a motion by Ms. Wheeler, seconded by Ms. Donner with all members present voting aye.

RECOMMENDED FOR COMMITTEE/BOARD ACTION:

Resolution authorizing Worker's Compensation Claim Settlement

Resolution authorizing a contract addition for the installation of a new sound system in the County Board room

Resolution authorizing the award of bid for carpet removal and tiling of approximately 9200 sq ft of the third floor hallway in the Government Center

Ordinance adopting Cable and Video Customer Protection Law (30 day review)

Ordinance authorizing an extension to the Cable Television Franchise Agreement with Comcast of Northern Illinois Inc and Comcast of Illinois/Texas, Inc. (waive of 30 day review)

Ordinance establishing cable/video service provider fee

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