

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

MINUTES OF TUESDAY, APRIL 22, 2008

Vice Chairman Merkel called the Management Services Committee meeting to order at 8:32 a.m. The following members present: Vice Chairman Peter Merkel; Marie Chmiel; Yvonne Barnes; Mary Lou Zierer; and Barbara Wheeler. Mary Donner arrived at 9:10 a.m. Also in attendance: Peter Austin, County Administrator; John Labaj, Deputy County Administrator; Ralph Sarbaugh, Associate County Administrator-Finance; John Hadley, Facilities Management; Paul Lerner, IT; Cathy Link, Purchasing; Dave Stone, States Attorney; Lyn Orphal, County Board Member; interested public; 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 April 8, 2008. Committee members noted that at the previous meeting the Management Services Committee agreed to take over the work of the artwork sub-committee and the minutes were not clear on this issue. Ms. Wheeler made a motion, seconded by Ms. Barnes to approve the minutes of the April 8, 2008 Management Services Committee meeting, as amended. The minutes were approved with all members present voting aye on a voice vote.

PUBLIC COMMENT: None

PRESENTATION:

Elkorn Chemical Company – Green Cleaning Award: John Wunderlich, Vice President of Sales, Nyco Products, Brendan Cavanaugh, Sales, Nyco Products, and Brian Reed, Account Consultant, Elkorn Chemical & Packaging, joined committee members for a short presentation “What is Green Cleaning” and to present an award for the “Greening of McHenry County”. Mr. Hadley informed committee members that Mr. Art Eschman was instrumental in turning the County “green”. The overview included the Phases of Green Cleaning – products and methods, the 3 R’s of environmentalism, green cleaners vs green cleaning, and who is affected by green cleaning. The objective is to create cleaner, greener healthier buildings. They noted that 90% of an individual’s time is spent indoors with the top 5 occupational health risks being caused by poor indoor air quality. Poor indoor air quality causes increased risks for asthma and allergies. The number one reason to go green is to protect the health of the employees and visitors to the facilities. Using “green” environmentally friendly products have a lesser or reduced effect on human health and the environment when compared to competing products or services that serve the same purpose. The impact of greener healthier buildings includes increased productivity, reduced absenteeism, and reduced operating costs as well as reduced liability. The green cleaning goals are to clean for health and for appearance. “Red” products are not environmentally friendly and “Green” products are green certified. When a “green” audit was completed on February 14th each building would receive at least 30 points to be considered green. The Government Center received a 23, Annex A received a 26, Annex B received a 26, the Administration Building received a 24 and the Division of Transportation received a 26. After receiving training the Government Center receiving a 30, Annex A received a 32, Annex B received a 32, the Administration Building received a 31 and the Division of Transportation received a 32. Mr. Hadley noted that very few Counties have been involved in turning their facilities green and he is proud of the achievements made within the facilities. Plaques for each building were presented to Mr. Eschman for meeting Elkorn Chemical & Packaging’s requirements to earn the “Green Cleaning Certifications”. Committee members questioned if there was any one thing they learned during the “greening” process. Mr. Eschman stated that the biggest change was to reduce the use of paper by using rags for cleaning instead of paper towels. Committee members were informed that they are working on a “green page” for the County Web page.

NEW BUSINESS

Resolution authorizing lease with HP Financial Services for a storage area network and an emergency appropriation to the County Recorder’s FY 08 Automation Budget: Ms. Chmiel made a motion, seconded by Ms. Barnes to recommend the County Board approve a Resolution authorizing lease with HP Financial Services for a storage area network and an emergency appropriation to the County Recorder’s FY 08 Automation Budget. The motion carried with all members present voting aye on a roll call vote (Barnes, Chmiel, Wheeler, Zierer, Merkel).

Resolution authorizing an expenditure in the County Recorder’s FY 08 Automation Budget for Professional Microfilm Services to convert 35MM Microfilm into Digital Format: Ms. Chmiel made a motion, seconded by Ms. Wheeler to recommend the County Board approve a Resolution authorizing an expenditure in the County Recorder’s FY 08 Automation Budget for Professional Microfilm Services to convert 35MM Microfilm into Digital Format. The motion carried with all members present voting aye on a roll call vote (Barnes, Chmiel, Wheeler, Zierer, Merkel)

Ms. Donner arrived at 9:10a.m.

Resolution on the disposition of Banford Road Property: Committee members reviewed a Resolution authorizing the disposition of the Banford Road Property. Committee members were reminded that last June this committee considered the selling of the Banford Road property, which had an interested buyer that proposed purchasing the property for \$180,000. That proposal was rejected by the County Board. The offer was rejected because there was no public offering for the property and some felt the property should not be sold until

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the completion of the campus plan study. Staff was then instructed to bring back a proposal for consideration in the Spring. The KSA study did not say to sell but showed no interest to build on the property. Since waiting to consider the selling of the property, the real estate market has changed. The previous party now maintains that the offer is too high and has withdrawn the proposal to purchase. The current resolution declares the property surplus and explores offers for purchase and to proceed with the sale. The Finance Chair had wanted to see if the property could be declared surplus in order to move forward. Ms. Link informed committee members that there is a pre-bid meeting scheduled for Friday for demolition of the Harrison House, Valley Hi House and the Banford Road facility. Ms. Wheeler made a motion, seconded by Ms. Chmiel to recommend approval of the Resolution authorizing the disposition of the Banford Road property. Police, Fire and Rescue have requested permission to use the Banford Road facility for search and rescue training procedures. It was suggested that a time limit should be placed on the property for training use. Mr. Labaj noted that they would only be given permission to use the facility for a couple of days. They would not allow the burning of the facility as costs to remove burned debris is too costly. Committee members noted that the cost to remove the debris should be included as a part of the cost of demolition. There are a lot of ways to dispose of the property. The property could be listed with an agent, go through an auction for disposal or wait until an attractive offer is received as there is no urgency to move forward at this time, since the previous offer was withdrawn. Committee members noted they did not want this property to be a nuisance property and felt the property should be demolished. Committee members noted that there are a lot of costs associated with having an auction and that might not be the best route to take. Ms. Link noted that the bid to demolish the three properties would be given to multiple vendors with the ability to bid for demolition of one or all properties. Mr. Austin noted that the decision of the committee members would be whether to declare the property as surplus with demolition. Committee members were reminded that the Resolution does mention the demolition of the house and then declares the property as surplus with the ability of then selling the property if a good offer is received. Committee members stated they felt this resolution includes too much to decide on at this time and the selling of the property should be considered at a later date. Committee members noted that if a good price is not received for the property, the sale could be put off until the real estate market improves, Committee members agreed that the sale of the property could be decided at a later date. They stated that the sale resolution should include information to deposit the funds from the sale into the General Fund as the proceeds from the sale were to be used to pay for part of the new Animal Control facility. Ms. Barnes made a motion, seconded by Ms. Wheeler delete the first BE IT FURTHER RESOLVED, said proceeds from the sale of said property will be deposited into the County's general fund. The motion carried with all members present voting aye on a voice vote. Ms. Chmiel made a motion, seconded by Ms. Wheeler to amend the second to last BE IT FURTHER RESOLVED in the resolution be changed to read that staff will simultaneously begin seeking competitive quotes to consider razing the existing structure, hauling the debris away, and grading and seeding the property as necessary. The motion carried with all members present voting aye on a voice vote. The original motion carried with all members present voting aye on a roll call vote (Barnes, Chmiel, Donner, Wheeler, Zierer, Merkel)

OLD BUSINESS

County Seal: None

Construction Update: Mr. Hadley reported that work to install the flooring for third floor begins today.

Campus Plan Update: A meeting has been scheduled with KSA a week from today.

Sound System Update: None

REPORTS TO THE COMMITTEE

Administrator: None

Cable Commission: None

Council of Governments: The next McCoy meeting is scheduled to meet at Crandals in Hebron.

FUTURE TOPICS

Webcasting: Committee members were informed that they are looking for an on-line presentation for the May 13th meeting

EXECUTIVE SESSION: None

ADJOURNMENT:

The meeting adjourned at 9:3 a.m. on a motion by Ms. Chmiel, seconded by Ms. Donner with all members present voting aye.

RECOMMENDED FOR COMMITTEE/BOARD ACTION:

Resolution authorizing a lease with HP Financial Services for a storage area network and an emergency appropriation to the County Recorder's FY08 Automation Budget

Resolution authorizing an expenditure in the County Recorder's FY08 Automation Budget for Professional Microfilm Services to convert 35MM Microfilm into Digital Format

Resolution on the disposition of Banford Road property (as amended)

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