

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

MINUTES OF TUESDAY, JULY 13, 2010

Chairman Schuster called the Management Services Committee meeting to order at 8:30 a.m. The following members were present: Chairman Ersel Schuster; Yvonne Barnes; Peter Merkel; Lyn Orphal. Kathleen Bergan Schmidt arrived at 8:31a.m. Tina Hill and Paula Yensen were absent. Also in attendance: Peter Austin, County Administrator; Ralph Sarbaugh, Associate County Administrator-Finance; John Labaj, Deputy County Administrator; Adam Lehmann, Administration Intern; Paul Lerner, I.T.; Kathie Schultz, County Clerk; Cathy Link, Purchasing; Cindy Schaupp, Assistant State's Attorney; Conner Brown, Government Affairs Director, Association of Realtors; Emily Berendt, ALAW; interested public; 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 Management Services Committee minutes of June 22, 2010. Ms. Orphal 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.

Ms. Schmidt arrived at 8:31a.m.

PUBLIC COMMENT

Ms. Berendt, from ALAW, presented to committee members a response to a letter that the committee received from the Assistant State's Attorney, Cynthia Schaupp dated July 2, 2010.

PRESENTATION

None

NEW BUSINESS

Resolution authorizing Budget Line Item Transfers in the Series 2010A Capital Project Fund Fiscal Year 2009-2010 Budget for the Construction of a New County Archive Facility: Committee members reviewed a Resolution authorizing Budget Line Item Transfers in the Series 2010A Capital Project Fund Fiscal Year 2009-2010 Budget for the Construction of a New County Archive Facility. Ms. Schmidt made a motion, seconded by Mr. Merkel to recommend approval of the above Resolution as presented. Committee members were reminded that when the debt issuance was hit this Spring a construction fund was created. This assigns the Archive portion of the debt, creating a project budget. The motion carried with all members present voting aye on a roll call vote. (Barnes, Merkel, Orphal Schmidt, Schuster)

Resolution Authorizing a Network Infrastructure Equipment Refresh Purchase and Budget Line Item Transfers in the Series 2010A Capital Projects Fund Fiscal Year 2009-2010 Budget: Committee members reviewed a Resolution Authorizing a Network Infrastructure Equipment Refresh Purchase and Budget Line Item Transfers in the Series 2010A Capital Projects Fund Fiscal Year 2009-2010 Budget. This resolution will be used to create budget for the purchase of the equipment. Ms. Barnes made a motion, seconded by Ms. Orphal to recommend approval of the above Resolution as presented. The motion carried with all members present voting aye on a roll call vote (Barnes, Merkel, Orphal Schmidt, Schuster)

Resolution Authorizing Workers' Compensation Claim Settlement No. 09-6100-26: Committee members reviewed a Resolution authorizing Workers' Compensation Claim Settlement No. 09-6100-26. This claim is for a CNA from Valley Hi that was injured while assisting with the dressing of a resident. The employee was kneeling when she went to stand she felt a pop and pain in her knee. A MRI showed a medial meniscus tear. The employee underwent surgery and has now reached maximum medical improvement and has been released from medical care. She is back to work on full duty. Ms. Orphal made a motion, seconded by Mr. Merkel to recommend approval of the above Resolution as presented. The motion carried with all members present voting aye on a roll call vote (Barnes, Merkel, Orphal Schmidt, Schuster) Committee members were informed that the department has a very active Safety and Security Committee at Valley Hi and they are confident that Valley Hi takes all claims very seriously.

Resolution authorizing a Reclassification in the Information Technology Department: Committee members reviewed a Resolution authorizing a Reclassification in the Information Technology Department. Mr. Sullivan

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stated that he would like to realign the duties in his department after the retirement of a long term employee. They will be realigning and splitting the duties of some of the employees as well as increasing the duties of the PC Tech. They will save \$20,000 with these recommended changes. Ms. Schmidt made a motion, seconded by Ms. Orphal to recommend approval of the above Resolution as presented. The motion carried with all members present voting aye on a roll call vote (Barnes, Merkel, Orphal Schmidt, Schuster)

Review of Proposed Insurance Program for FY2011: Mr. Labaj joined committee members to provide an update for the FY2011 Insurance Program. The insurance market is still soft so they are using a 2% increase for the coming year. Some of the policies may decrease. They will be reviewing policies with various firms to obtain the best pricing for the policy. The property is being appraised for renewal which could increase the property coverage. Appraisals of the County's property have not been done for over 40 years. This process will provide an accurate evaluation of the County's property. The broker looks at all the exposures for the County and shops the market to create competition among the carriers. Some of the increases seen are because of the addition of property or buildings.

OLD BUSINESS

Art Fund Update: Committee members were informed that a new vending area was created in the Courthouse. This change was made because the lunch cart is no longer serving food items for the Courthouse. The vending area was created by using the funds from the vending machines. The proceeds from these machines are used for courthouse décor and the employee's holiday party. These funds should increase with the inclusion of these vending machines. There remains a balance of approximately \$7,100 at this time. Committee members questioned how to use these funds in the future and questioned if these funds will be used to continue the purchase of artwork for the Courthouse. Committee members questioned what the dollar limit is for each artwork purchase. It was suggested that a discussion be held at the next committee meeting, with Ms. Hill since she was the Artwork Sub Committee chairman.

Ms. Orphal left committee at 9:28a.m.

Review of Draft Disclosure Ordinance Options: Committee members requested that committee members that are absent receive a copy of the concerns as addressed by Emily Berendt, ALAW. Chairman Schuster suggested the committee review the issues one at a time in order to work with ALAW to create an addendum to the Statement of Economic Interest. A decision regarding the dollar amounts for the fines in #4 would have to be decided. Some committee members voiced concern that some of these issues are redundant and already covered under various Acts. They stated that they would like to see consistency among the various Acts. There were still some remaining questions surrounding #4 and it was suggested that each committee member take time to review their concerns and again was asked to forward them to ALAW reps or Chairman Schuster so all the concerns of the committee members are being addressed. Committee members were reminded that elected officials cannot be "fired" for not filing these forms. This would create inequity issues as well as constitutional issues. An ordinance could be created, an addendum could be created to go with the current Statement of Economic Interest or they could go to the State to have these issues included within the current Statement of Economic Interest. It was stated that these documents are already being reviewed by the Attorney General's office. Chairman Schuster suggested committee members continue review of the document and to form questions in order to answer their concerns. Committee members voiced concern that these issues are already being addressed in various other documents. They stated that the word "any" is too broad in the document as each person interpretation is different. Chairman Schuster stated that it may be time to step back and look at all the points brought forward to date, from both the committee members and ALAW in order to review the underlying issues and bring back the proposed definitions that should be included in an ordinance or addendum. Committee members stated they need specific definitions as well as what they were thinking as they are not opposed to the intent of the document, but, they want to see progress in the major issues. Chairman Schuster suggested that all documents be reviewed by staff in conjunction with the State's Attorney's office to try to get a good handle on the definitions and identify the concerns of the committee members. Mr. Austin stated he would work with Ms. Schaupp and Ms. Berendt to see if answers to the committee members concerns could be addressed so that a working document could be created.

REPORTS TO COMMITTEE

Ms. Gattuso joined committee members and showed them the ARC News, which is a leading GIS Magazine. She was requested to write an article for the magazine. She wrote about "Finding success during hard times". Mr. Austin stated that Ms. Gattuso is doing a great job for the County. Committee members congratulated Ms. Gattuso on her article being printed in this widely circulated magazine.

REPORTS TO COMMITTEE

Administrator: No report
Council of Governments: No report.

EXECUTIVE SESSION

Ms. Barnes made a motion, seconded by Mr. Merkel to enter into executive session at 9:31a.m. to discuss personnel. The motion carried with all members present voting aye on a roll call vote (Barnes, Merkel, Schmidt, Schuster)

Ms. Schmidt made a motion, seconded by Mr. Merkel to return to regular session at 9:54a.m. The motion carried with all members present voting aye on a roll call vote (Barnes, Merkel, Schmidt, Schuster)

No action was taken during executive session.

ADJOURNMENT:

The meeting adjourned at 9:55 a.m. on a motion by Ms. Barnes, seconded by Mr. Merkel with all members present voting aye.

RECOMMENDED FOR COMMITTEE/BOARD ACTION

Resolution authorizing Budget Line Item Transfers in the Series 2010A Capital Project Fund Fiscal Year 2009-2010 Budget for the Construction of a New County Archive Facility
Resolution Authorizing a Network Infrastructure Equipment Refresh Purchase and Budget Line Item Transfers in the Series 2010A Capital Projects Fund Fiscal Year 2009-2010 Budget
Resolution authorizing Workers' Compensation Claim Settlement No. 09-6100-26
Resolution authorizing a Reclassification in the Information Technology Department

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