

cc: Co. Bd. Chairman; Co. Bd. Members; Elected Officials/Department Heads; Chronicle, Copley Press: Daily Herald; Examiner; Northwest Herald; Republican; Tribune

## ADMINISTRATIVE COMMITTEE MEETING

August 23, 2012

The Administrative Committee met on Thursday, August 23, 2012 at the Kane County Government Center, Building A, Geneva, Illinois.

Present: Chairman Frasz, Castro, Lindgren, Silva, & Allan (arrives 9:25a.m.). Absent: VanCleave, Davoust. Also present: Co. Board members Smith, Reyna, Taylor & Kunkel; Facilities Mgmt. Dir. Harbaugh & staff Genslinger, Remiyac; Auditor Keck; Finance staff Waggoner; ITD Dir. Fahnestock & staff Lake, Strike; Asst. State's Atty. Cullen; members of the press & public.

Chairman Frasz called the meeting to order at 9:11 a.m. A quorum was present.

MINUTES of May 17, 2012 – **Approved on motion by Castro, seconded by Lindgren. Motion carried.**

**FINANCIAL REPORTS** – Written reports were provided. No areas of concern.

**PUBLIC COMMENTS** – None

### FACILITIES MANAGEMENT

**Resolution: HVAC Rooftop Unit Replacement Kane County Court Services, 1330 N. Highland Avenue** - Motion was made by Silva, seconded by Lindgren to move to the Executive Committee – The low bidder was Elgin Sheet Metal Company of South Elgin, Illinois. Funds have been budgeted and are available for this expenditure in the Capital Bond Fund. **Motion carried unanimously by voice vote.**

**Resolution: Roof Replacement Kane County Court Services, 1330 N. Highland Avenue** - Motion was made by Silva, seconded by Lindgren to move to the Executive Committee – The low bidder was Riddiford Roofing Company of Aurora, Illinois. **Motion carried unanimously by voice vote.**

Discussion: Third Street Courthouse Improvements (continued from the July 31 Committee of the Whole meeting) – Harbaugh highlighted future changes from an Exhibit presentation for the Third Street Courthouse. Some of the highlights included a new elevator and courtroom. Project will be funded by Capital funds and in process with Finance and Purchasing for bids.

Presentation: FY2013 Facilities Management Budget - Harbaugh presented the FY2013 Budget and reported the budget amount requested is under the current budget amount. (Allan arrives @ (9:25a.m.) There was some discussion with questions answered. Consensus by the committee to move forward as is.

**EXECUTIVE SESSION** – The Administrative Committee moved into Executive Session at 9:36 a.m. to discuss Personnel on motion by Silva, second by Castro. **Motion carried unanimously by voice vote.** The Administrative Committee returned to open session at 9:52 a.m. on motion by Allan, seconded by Castro. **Motion carried.**

### INFORMATION TECHNOLOGIES DEPARTMENT

GIS Monthly Report – July & August - Staff provided highlights from the written report. Nicoski provided highlights in the GIS FY2013 Budget and reported a 2% decreased.

Presentation: Information Technologies Department FY 2013 Budget – Highlights were provided with budget reflecting a 1.1 % increase due to salaries and benefits for FY2013. Referencing a memorandum, staff highlighted items not included in the FY2013 budget. Discussion followed with staff responding to questions.

**Resolution: Authorizing Exception to the County Financial Policies Regarding Personnel Hiring and Replacement** – Motion was made by Silva seconded by Lindgren to move to the Finance Committee. The IT Department is requesting approval to hire one (1) Seasonal Telco Administrator, two (2) for Public Safety, one (1) Helpdesk Administrator and one (1) PC Support Specialist, a total of five (5) positions. **Motion carried unanimously by voice vote.**

**Resolution: Information Technologies Department Compensation Plan** – Motion was made by Allan, seconded by Silva to move to the Finance Committee – The Information Technologies Department “Compensation Plan” is within the Department’s FY2012 Personnel Services–Salaries and Wages budget and does not require a budget adjustment or supplemental budget. **Motion carried unanimously by voice vote.**

**Resolution: Fiber License Agreement with Fox Valley Park District (ITD)** - Motion was made by Castro, seconded by Lindgren to move to the Finance Committee. This is a 25-year agreement granted for license and permit for the County to operate a fiber optic cable through the Fox Valley “Stuart Sports Complex”. In exchange, we are permitting them to have up to three (3) routed connections to the county fiber. This agreement was passed by the Fox Valley Park District Board in June 2012. **Motion carried unanimously by voice vote.**

**Resolution: Intergovernmental Agreement with City of Aurora, Illinois (Information Technologies Department)** – Motion was made by Allan, seconded by Silva to move to the Finance Committee. The County can replace the current T1 and Cable leased circuits with government-owned fiber. The IGA with the City of Aurora facilitates the replacements. **Motion carried unanimously by voice vote.**

#### **NEW BUSINESS**

**Ordinance: Amending County Code Section 2 -48(3) Regarding Authority to Set Kane County Employee Salaries** – After some discussion, it was determined that the language of the ordinance should be amended to reflect that salaries of County Board Directors will be set by the County Board Chairman with the advice/consent of the standing committee to which they report, with the advice/consent of the Executive Committee, and approval by the full County Board. Salaries of other individual employees not set by collective bargaining agreements will be set by respective department heads with the budget set under the jurisdiction of the Executive Committee as approved by the County Board. **Motion was made by Castro, seconded by Lindgren to amend the language as discussed. Motion was made by Castro, seconded by Silva to move to Finance as amended. After further discussion previous motion was amended to move amended ordinance to the Executive Committee on motion by Castro, seconded by Lindgren. (Castro steps out 10:51 a.m.; returns 10:53 a.m.) Motion carried unanimously by voice vote.**

**OLD BUSINESS** - None

#### **ADJOURNMENT**

The meeting was adjourned 11:10 a.m. on motion by Castro, seconded by Silva. Motion carried unanimously by voice vote.

Esmeralda Mora  
Recording Secretary