

UPPER ARLINGTON PUBLIC LIBRARY

**Special Board of Trustees Meeting
Wednesday, January 24, 2007 5:30 p.m.**

Minutes

President Motil called the meeting to order at 5:34 p.m.

IN ATTENDANCE

Board Members: Charles Motil, Brian Perera, John Magill, John Burtch, Bryce Kurfees, Megan Gilligan

Others: Ann Moore, Director; Terri McKeown, Clerk-Treasurer; John Forgos, Owner's Representative; Sue Connor, Hill, Rogal and Hobbs; Nancy Roth, Administrative Secretary; Boy Scout troop members

LANE ROAD RESTROOM PROJECT

Resolution 03-07

To Approve Change Order for Lane Road Restroom Remodeling Project

BE IT RESOLVED that the Board of Trustees of the Upper Arlington Public Library hereby approves the following change order in the contract with Good Home Maintenance (GHM, Inc.) for the Lane Road Restrooms Remodeling Project:

1. Modify existing corridor partitions at request of inspector and per 1/13/07 GHM proposal.

Additional cost to the project \$4,472.41

2. Extend existing bathroom exhaust ducts up through roof at request of building inspector and per 1/17/07 GHM proposal.

Additional cost to the project \$1905.72

Total additional cost to the contract \$6,378.13

Moore asked Forgos to outline the change order that had been submitted for the Lane Road Restroom Project. Forgos noted that there were two parts to the change order. This first part concerned the extension of a wall to act as a fire barrier. The defect from a prior remodeling was uncovered in the course of the

work on the lower level restrooms. Forgos said that the inspector had required the library to extend the wall to the ceiling, which was done. He noted that in subsequent conversations, the inspector indicated that he should not have required the work to be done. The cost for this portion of the change order was \$4,471.41.

Forgos said the second part of the change order concerned the extension of the exhaust ductwork. He said that the exhaust fans did not vent to the outside, but vented into the attic of the building. Exhaust fans are required to vent to the outside, so the library was required to extend the ductwork. The cost for this portion of the change order was \$1,905.72.

Perera made a motion to approve Resolution 03-07. Magill seconded the motion. VOTING AYE: Perera, Magill, Motil, Gilligan, Burtch and Kurfees. VOTING NAY: None.

TREMONT COOLING TOWER CONTRACT

Resolution 04-07

To Award the Contract for the Tremont Road Cooling Tower Project

BE IT RESOLVED that the Board of Trustees of the Upper Arlington Public Library, in accordance with the Ohio Revised Code, does hereby award the contract for the Tremont Road Cooling Tower Project to Vaughn Industries, 1201 E. Findlay St., Cary, OH 43316 in the amount of \$40,400.00, which includes the Base Bid of \$27,700.00; Alternate One \$0.00; Alternate Two Bid of \$7,800.00 and a voluntary alternate of \$4,900.00. A tabulation of the bids received is attached to this resolution.

AND BE IT FURTHER RESOLVED that the Board of Trustees of the Upper Arlington Public Library, in accordance with the Ohio Revised Code, does hereby authorize the Board President to sign the contract with Vaughn Industries, Inc on behalf of the Board, upon review of the contract by the library's legal counsel.

AND BE IT FURTHER RESOLVED that the Board of Trustees of the Upper Arlington Public Library, in accordance with the Ohio Revised Code does hereby authorize the awarding of the contract for the Tremont Road Cooling Tower to the second low bidder, General Temperature Control, Inc., 970 West Walnut Street, Canal Winchester, OH 43110 in the event that Vaughn Industries is unable or unwilling to accept the contract terms. The total bid package General Temperature Control, Inc. totals \$40,850.00, with a Base Bid of \$28,850.00; Alternate One Bid of \$3,500.00 and Alternate Two Bid of \$8,500.00. And The Board of Trustees authorizes the Board President to sign the contract with

General Temperature Control, Inc., on behalf of the Board, upon review of the contract by the library's legal counsel.

Moore said that the lowest responsible bid for the Cooling Tower Project was received from Vaughn industries. Board members received a bid tabulation sheet. Forgos said that the decision was made to accept Alternates 1 and 2, but not Alternate 3, which allowed for an alternate manufacturer of the components. Forgos said that the project will be a replacement of the current components with identical elements, except that the material will be stainless steel instead of galvanized steel (Alternate #1). Alternate #2 called for the addition of a variable speed fan. Forgos noted that the change to stainless steel should add about ten years to the life of the unit.

Forgos said that there is a six to eight week lead time in the ordering of the equipment and that Vaughn is prepared to place the order as soon as the Board takes action. He noted that the actual installation should only take a week, so that the unit should be able to be delivered and installed before the air conditioning season arrives. Forgos also noted that Vaughn Industries is a very large company and that they do have a service department.

Perera noted that through the bid process, the library was able to get a lower price for the project than the two estimates that had previously been given. He noted that the bids also provided some up-grades – the stainless steel construction and variable speed fan – for less money. He noted that the Board should be pleased with the results of the bid.

Perera made a motion for approval of Resolution 04-07. Kurfees seconded the motion. VOTING AYE: Perera, Kurfees, Motil, Gilligan, Burtch and Magill.

SELECTION OF HEALTH INSURANCE PROVIDER

McKeown introduced Sue Connor from Hilb, Rogal and Hobbs, who acted as the library's broker. McKeown provided the Board with a comparative summary of the current Aetna insurance plan, the proposed renewal plan from Aetna and a plan offered by Anthem.

McKeown gave a brief history of the health insurance plans provided by the library. She noted that prior to 2001 the library had been part of a consortium of libraries in the area and was able to procure insurance at group rates based on the consortium. She said that during that period, rates did increase approximately 111%. In 2001, state law reforms removed insurance contracts through the consortium as an option. The library switched to United Health Care (UHC) at that time. McKeown said that the library remained with UHC for four years and rates increased about 13.5%.

In 2005, in order to keep costs down, the library negotiated with UHC a dual option plan with the library paying 85% of the premiums. The UHC rates proposed for 2006 were initially up 47%, which the library was able to negotiate down to a 39% increase. At that time, Aetna also made a proposal for a dual option coverage plan that actually decreased the cost by 28%, so the change to Aetna was made.

McKeown said that during 2006, there have been many serious administrative and claims problems and issues with Aetna. She noted that some employees have dropped their coverage because of claims problems and other issues. McKeown said that she had budgeted for an increase in health insurance cost of 15%. Aetna's original proposal included an increase of 16%, but, McKeown said, Connor was able to negotiate the rate to include only a 5% increase.

McKeown said that they also received a good quote from Anthem. She said that they requested proposals from Medical Mutual and UHC, but received no offers. Connor said that UHM is offering mainly Health Savings Accounts (HAS) or Health Reimbursement Accounts (HRA). They are also beginning to medically underwrite each individual in the group.

Gilligan asked if a switch to Anthem would affect employees' choice of physician. Connor said that this is always a possibility, but that there is a large overlap in providers and networks. Connor noted that the pool of doctors is always changing for many different reasons.

Gilligan asked if there would be any problems in coordinating benefits with other policies an employee may have through a spouse or retirement plan. Connor said that there should be no change or problems with this.

McKeown said that switching to Aetna last year was the right choice, but that it might not be needed now. She noted that a better plan is available and may help encourage a more stable staff base before consideration of HSA's. She said that staff will need to be educated about the HSA option. It was noted that Worthington Library is now offering HSA's. McKeown said that some employees have expressed concern about going to the HSA model.

McKeown also noted the concern of maintaining enough eligible employees to allow the library to participate in a group program. Kurfees asked about the current level of participation. McKeown said that 62 employees are eligible and that 37 of those eligible are enrolled in the insurance plan. She said that with a better plan from Anthem without some of the claims and administrative problems, she hoped to have employees, who dropped their coverage under Aetna, enroll in the Anthem plan.

Magill asked what the likelihood was for being able to return to a consortium type of buying pool for insurance. Connor said that it was not impossible, but that

there was nothing pending that would reverse the changes made as a result of the Small Group Reform initiative of 2001. She said that the Anthem offer provided better coverage, allowed for better recruiting and allowed the library time to begin to educate staff about self-directed insurance options like HSA's and HRA's

Magill commended McKeown and Connor on their presentation.

McKeown said that \$310,000 had been budgeted for health insurance. The Anthem plan would allow for a savings of \$30,000 that may be able to be used for other expenses. She said that she would be providing employees with an informational packet and that both group and private informational meetings with Anthem and HRH have been tentatively scheduled.

McKeown commended Sue Connor for her work in helping to negotiate with Aetna and Anthem and for her assistance in dealing with the administrative problems with Aetna during the year.

Perera made a motion to accept the recommendation of the Clerk-Treasurer in the selection of the Anthem, Alternate #7, Dual Option health care plan for the qualified employees of the Upper Arlington Public Library for 3/1/07 thru 2/29/08. Gilligan seconded the motion. VOTING AYE: Perera, Gilligan, Burtch, Kurfees, Motil, and Magill. VOTING NAY: None.

ADJOURNMENT

Perera made a motion to adjourn the meeting. Magill seconded the motion. VOTING AYE: Perera, Magill, Burtch, Kurfees, Motil and Gilligan. VOTING NAY: None.

Meeting Adjourned at 6:13 p.m.

Charles V. Motil

Megan Gilligan