

# Lake County Illinois

*Lake County Courthouse and Administrative Complex  
18 N. County Street  
Waukegan, IL 60085-4351*



## **Meeting Minutes - Final**

**Wednesday, June 29, 2016**

**1:00 PM**

**Assembly Room, 10th Floor**

**Financial and Administrative Committee**

1. Call to Order

*Chair Paxton called the meeting to order at 1:00 p.m.*

**Present** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

*Others present:*

*Heather Acker, Baker Tilly*

*Barry Burton, County Administrator*

*Alex Carr, Communications*

*Jim Chamernik, Sheriff's Office*

*Anthony Cooling, Finance and Administrative Services*

*Cameron Davis, Assistant County Administrator*

*Arnold Donato, Finance and Administrative Services*

*Ben Gilbertson, County Administrator's Office*

*Jodi Gingiss, Community Development*

*Gary Gordon, Finance and Administrative Services*

*RuthAnne Hall, Purchasing*

*Lisa Hancock, Communications*

*Sandy Hart, County Board Member*

*Karla Hasty, Human Resources*

*Ryan Horne, Finance and Administrative Services*

*Adlil Issakoo, County Administrator's Office*

*Jon Joy, Finance and Administrative Services*

*Jerrial Jordon-Woods, Finance and Administrative Services*

*Peter Kolb, Public Works*

*Michael Kuhn, Health Department*

*Aaron Lawlor, County Board Chairman*

*Ann Maine, County Board Member*

*Donna Jo Maki, Executive Justice Council*

*Rodney Marion, Human Resources*

*Kevin McCanna, Speer Financial*

*Amy McEwan, Deputy County Administrator*

*Jerry Nordstrom, Health Department*

*Marty Paulson, Chief County Assessor*

*Michael Peck, Veteran's Assistance Commission*

*Linda Pedersen, County Board Member*

*Ray Rose, Undersheriff*

*Mike Schieve, Finance and Administrative Services*

*Kurth Schultz, Finance and Administrative Services*

*Howie Sell, Information Technology*

*Jennifer Serino, Workforce Development*

*Michele Slav, Finance and Administrative Services*

*Lisle Stalter, State's Attorney Office*

*Robert Szarzynski, Human Resources*

*Jennie Vana, Communications*

*Blanca Vela-Schneider, County Board Office*

*David Wathen, Sheriff's Office*  
*Farrah Watson, Finance and Administrative Services*  
*Michael Wheeler, Finance and Administrative Services*  
*Teri White, State's Attorney Office*  
*Dawn Wucki-Rossbach, Sheriff's Office*

**2. Pledge of Allegiance**

*Chair Paxton led the Pledge of Allegiance.*

**3. Approval of Minutes**

**3.1 [16-0669](#)**

Minutes from June 8, 2016.

**A motion was made by Member Hewitt, seconded by Member Carlson, to approve the minutes for items 3.1 through 3.3. The motion carried unanimously.**

**Aye:** 6 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel and Member Sauer

**Not Present:** 1 - Member Rummel

**3.2 [16-0670](#)**

Executive Session minutes from June 8, 2016.

**A motion was made by Member Hewitt, seconded by Member Carlson, to approve the minutes for items 3.1 through 3.3. The motion carried unanimously.**

**Aye:** 6 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel and Member Sauer

**Not Present:** 1 - Member Rummel

**3.3 [16-0671](#)**

Executive Session minutes from June 8, 2016.

**A motion was made by Member Hewitt, seconded by Member Carlson, to approve the minutes for items 3.1 through 3.3. The motion carried unanimously.**

**Aye:** 6 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel and Member Sauer

**Not Present:** 1 - Member Rummel

**4. Added to Agenda**

*County Administrator Barry Burton remarked that there is a duplicate agenda item and a supplemental agenda. A motion was made by Member Mandel, seconded by Member Sauer, to remove the duplicate agenda item (7.29) and to add supplement agenda item 4.1 to the current agenda for consideration with Public Works and Transportation agenda items.*

*Ayes: 5 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel and Member Sauer.*

*Not present: 1 - Member Rummel*

*Chair Paxton requested that item 9.3 be considered ahead of Executive Session. Mr. Burton requested that item 9.1 be considered after 9.2. A motion was made by Member Carlson, seconded by Member Hewitt, to move items 9.3, 9.2, and 9.1 on the agenda, as requested.*

*Ayes: 5 - Member Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel and Member Sauer.*

*Not present: 1 - Member Rummel*

**5. Public Comment**

*There were no comments from the public.*

**6. Old Business**

*There was no old business to conduct.*

**7. New Business**

*Member Rummel arrived at 1:06 p.m.*

*Member Mandel requested that an agenda item be added to the next Financial and Administrative Committee meeting to discuss and take action regarding the Illinois Municipal Retirement Fund (IMRF). Discussion ensued. The general consensus of the members is to add an agenda item to the next Financial and Administrative Committee to discuss and provide direction to staff regarding IMRF.*

**LAW & JUDICIAL**

**7.1 [16-0649](#)**

Joint resolution authorizing a contract with Interior Concepts, Inc., Lincolnwood, Illinois, and further authorizing assignment of that contract to Clark Construction Group LLC, Chicago, Illinois, as Construction Manager at Risk (CMAR) for the accessories work for the Lake County Courthouse Expansion Project in the amount of \$151,675.

*Kurt Schultz of Finance and Administrative Services reported that only one bid was received for the bathroom accessories. Member Mandel inquired whether the new building will comply with all regulations to provide bathrooms to everyone, including for those who are transgender. Mr. Schultz indicated there are no new regulations adopted or proposed, but that the bathrooms meet current, local, state and federal guidelines. County Administrator Barry Burton stated that transgender or gender neutral bathrooms would be a policy discussion separate from what is being requested today. Discussion ensued.*

**A motion was made by Member Carlson, seconded by Member Hewitt, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.**

**Aye:** 6 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Rummel and Member Sauer

**Nay:** 1 - Member Mandel

7.2 [16-0650](#)

Joint resolution to enter into a contract with Conference Technologies, Inc., Itasca, Illinois, for courtroom technology and miscellaneous audio visual systems for Lake County in an estimated amount of \$118,075.95.

*Jon Joy of Finance and Administrative Services reported that the County solicited request for proposals from 24 vendors for the Depke Center audio visual systems. Proposals were received from five vendors. Courtroom Technology Services, Inc. has been selected as the most favorable and overall lowest bidder.*

**A motion was made by Member Rummel, seconded by Member Sauer, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.3 [16-0626](#)

Joint resolution to enter into a contract with Trinity Services Group, Oldsmar, Florida, for vending and commissary services for Lake County for a two year period plus renewals.

*RuthAnne Hall of Purchasing reported that the current commissary and vending machines contract will be expiring at the end of July. Requests for proposals were sent to 308 vendors with proposals being received from three vendors. Trinity Services Group is the most favorable vendor. The commissary commissions are payable to the Inmate Welfare Fund and are estimated to be approximately \$305,000. Vending commissions, to the County, are anticipated to be \$39,000 annually.*

**A motion was made by Member Mandel, seconded by Member Sauer, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.4 [16-0617](#)

Joint resolution authorizing the renewal of the State's Attorney's Prosecutor Based Victim Services grant program, awarded by the Illinois Criminal Justice Information Authority (ICJIA), including \$76,409 in federal funds.

**A motion was made by Member Rummel, seconded by Member Sauer, that items 7.4 through 7.10 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.5 [16-0618](#)

Joint resolution authorizing the renewal of the State's Attorney's Prosecutor Based Victim Services grant program, awarded by the Illinois Criminal Justice Information Authority (ICJIA), including \$76,941 in federal funds.

**A motion was made by Member Rummel, seconded by Member Sauer, that items**

**7.4 through 7.10 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

**7.6 [16-0619](#)**

Joint resolution authorizing the application, award and execution of the renewal of an interagency agreement with the Illinois Criminal Justice Information Authority (ICJIA) to provide federal funding of \$112,476 for the Children's Advocacy Center Victim Advocate Grant for an additional 12 months.

**A motion was made by Member Rummel, seconded by Member Sauer, that items 7.4 through 7.10 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

**7.7 [16-0620](#)**

Joint resolution authorizing the renewal of the Juvenile Justice Council (JJC) Project Implementation grant, administered by the Illinois Juvenile Justice Commission (IJJC), housed within the Illinois Department of Human Services (IDHS), to enhance and strengthen the Lake County JJC, which is run by the Lake County State's Attorney's Office, in the amount of \$46,762.

**A motion was made by Member Rummel, seconded by Member Sauer, that items 7.4 through 7.10 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

**7.8 [16-0621](#)**

Joint resolution authorizing the renewal of the Juvenile Accountability Block Grant (JABG) funding to continue the State's Attorney's Victim/Offender Mediation (VOM) program, administered by the Illinois Juvenile Justice Commission (IJJC), housed within the Illinois Department of Human Services (IDHS), in the amount of \$39,231.

**A motion was made by Member Rummel, seconded by Member Sauer, that items 7.4 through 7.10 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

**7.9 [16-0622](#)**

Joint resolution authorizing the renewal of the State's Attorney's Violent Crime Victims Assistance (VCVA) grant program awarded by the Office of the Illinois Attorney General, including grant funding of \$31,000.

**A motion was made by Member Rummel, seconded by Member Sauer, that items 7.4 through 7.10 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.10 [16-0623](#)

Joint resolution authorizing the application, acceptance, and emergency appropriation of a 2016 Justice Assistance Grant (JAG) in the amount of \$10,000 for the purpose of enhancing the State's Attorney's Office's capacity to provide youth awareness, education, support, and outreach in Lake County to support child victims of crime.

**A motion was made by Member Rummel, seconded by Member Sauer, that items 7.4 through 7.10 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

**HEALTH & COMMUNITY SERVICES**

7.11 [16-0458](#)

Joint resolution approving 2013, 2014 & 2015 Housing and Urban Development (HUD) Action Plan Amendments.

*Jodi Gingiss of Community Development presented three changes recommended by the Housing and Community Development Commission to the Annual Action Plan for Housing and Urban Development (HUD). She noted that the changes are primarily housing keeping issues.*

**A motion was made by Member Hewitt, seconded by Member Carlson, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.12 [16-0648](#)

Joint resolution authorizing the renewal of the Delegation Agreement between the Illinois Environmental Protection Agency (EPA) and the County of Lake for a solid waste management site inspection and enforcement program.

*Michael Kuhn of the Health Department presented the delegation agreement for the solid waste management site inspection and enforcement program. Provided that State funding is available, the County will be reimbursed 70 percent of its costs for site inspection and enforcement.*

**A motion was made by Member Mandel, seconded by Member Carlson, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.13 [16-0647](#)

Joint resolution authorizing a reduction in the appropriation for the Lake County Workforce Development Department and accepting the Illinois Department of Commerce

Workforce Innovation and Opportunity Act (WIOA) formula grant.

*Workforce Development Director Jennifer Serino reported that the formula based (WIOA) grant is being reduced by \$605,615 due to the lower unemployment rate in Lake County, as compared to other counties in the State.*

**A motion was made by Member Carlson, seconded by Member Rummel, that this item be recommended for adoption to the consent agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

**7.14 [16-0664](#)**

Joint resolution approving an intergovernmental agreement (IGA) to outline the respective obligations and responsibilities of the Veterans Assistance Commission of Lake County (VAC) and the Lake County Government.

*Finance and Administrative Services Director Gary Gordon reported that the County has been operating without an agreement with the Veterans Assistance Commission (VAC). A recent legal opinion out of McHenry County indicated that the State's Attorney could not be legal counsel for the VAC because it is a separate entity. The County has determined that an agreement is necessary to codify the County's relationship with the VAC and outline responsibilities of each of the entities. He reviewed the terms of the agreement, noting the agreement models McHenry County's document. Mike Peck of the VAC expressed support of the agreement.*

**A motion was made by Member Taylor, seconded by Member Hewitt, that this item be recommended for adoption to the regular agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

**PUBLIC WORKS & TRANSPORTATION**

*County Administrator Barry Burton noted that there was substantial discussion at the Public Works and Transportation Committee regarding how the State's budget crisis would impact the \$39,000,000 Illinois Environmental Protection Agency (IEPA) loan for Special Service Area Number 16's Lake Michigan Water Project (agenda item 7.22). As part of the Committee's approval, any disbursements of the monies must be brought back to Committee for authorization.*

**7.15 [16-0635](#)**

Joint resolution authorizing a contract with Boller Construction Company, Inc., Waukegan, Illinois, in an amount not to exceed \$542,300 for the Grandwood Park Bridlewood Reservoir Improvements project.

**A motion was made by Member Sauer, seconded by Member Taylor, that items 7.15 through 7.28 and supplemental agenda item 4.1 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer



7.16 [16-0638](#)

Joint resolution authorizing a contract with Great Lakes Water Resources Group, Joliet, Illinois, in an amount not to exceed \$37,611 for the Grandwood Park Water Well Abandonment (wells six and seven) Project.

**A motion was made by Member Sauer, seconded by Member Taylor, that items 7.15 through 7.28 and supplemental agenda item 4.1 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.17 [16-0656](#)

Joint resolution authorizing a contract with Caldwell Tanks, Inc., Louisville, Kentucky, in the amount of \$1,286,000 for the Countryside Manor Water Tower Replacement Project.

**A motion was made by Member Sauer, seconded by Member Taylor, that items 7.15 through 7.28 and supplemental agenda item 4.1 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.18 [16-0640](#)

Joint resolution authorizing a first amendment to an agreement for sewage disposal with the Village of Fox Lake to provide sewer service to 31682 N US Highway 12 in Lakemoor, Illinois.

**A motion was made by Member Sauer, seconded by Member Taylor, that items 7.15 through 7.28 and supplemental agenda item 4.1 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.19 [16-0641](#)

Joint resolution authorizing a first amendment to an agreement for sewage disposal with the Village of Volo and the Lakes Region Sanitary District to provide sewer service to 31682 N US Highway 12 in Lakemoor, Illinois.

**A motion was made by Member Sauer, seconded by Member Taylor, that items 7.15 through 7.28 and supplemental agenda item 4.1 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.20 [16-0643](#)

Joint resolution authorizing a first amendment to the 2013 restated and amended agreement for sewage disposal with the Lakes Region Sanitary District to provide sewer service to 31682 N US Highway 12 in Lakemoor, Illinois.

**A motion was made by Member Sauer, seconded by Member Taylor, that items 7.15 through 7.28 and supplemental agenda item 4.1 be recommended for adoption to**

**the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

**7.21 [16-0644](#)**

Joint resolution authorizing an intergovernmental agreement for sanitary sewer service with the Lakes Region Sanitary District, the Village of Fox Lake, and the Village of Volo for the connection of the South Water Treatment Facility.

**A motion was made by Member Sauer, seconded by Member Taylor, that items 7.15 through 7.28 and supplemental agenda item 4.1 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

**7.22 [16-0662](#)**

Ordinance authorizing the issuance of an amount not to exceed \$39,000,000 in Taxable Special Service Area (SSA) Number 16 Unlimited Ad Valorem Special Tax for the financing of the Lake Michigan Water Project and, providing for the levy and collection of a direct annual tax sufficient for the payment of the principal of and interest on said bonds.

**A motion was made by Member Sauer, seconded by Member Taylor, that items 7.15 through 7.28 and supplemental agenda item 4.1 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

**7.23 [16-0655](#)**

Joint resolution authorizing a service agreement for the Diamond Lake School District Water System.

**A motion was made by Member Sauer, seconded by Member Taylor, that items 7.15 through 7.28 and supplemental agenda item 4.1 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

**7.24 [16-0633](#)**

Joint resolution authorizing a contract with Payne & Dolan, Inc., Antioch, Illinois, in the amount of \$99,635 for resurfacing and patching in the Newport Township Road District, and designated as Section 16-11117-00-GM.

**A motion was made by Member Sauer, seconded by Member Taylor, that items 7.15 through 7.28 and supplemental agenda item 4.1 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.25 [16-0634](#)

Joint resolution authorizing a contract with H&H Electric Company, Franklin Park, Illinois, in the amount of \$47,410.30, for the installation of emergency vehicle preemption (EVP) equipment at various traffic signal locations on the County highway system, and designated as Section 16-00999-23-TL.

**A motion was made by Member Sauer, seconded by Member Taylor, that items 7.15 through 7.28 and supplemental agenda item 4.1 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.26 [16-0632](#)

Joint resolution authorizing a contract with Civiltech Engineering, Inc., Itasca, Illinois, for professional services for the provision of Phase II design engineering services for the reconstruction of 14th Street, from Illinois Route 131 to Jackson Street, at a maximum cost of \$1,262,592.78 for services, appropriating \$1,520,000 of ¼% Sales Tax for Transportation funds for this improvement, and designated as Section 99-00260-01-WR.

**A motion was made by Member Sauer, seconded by Member Taylor, that items 7.15 through 7.28 and supplemental agenda item 4.1 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.27 [16-0639](#)

Joint resolution appropriating \$695,500 of Motor Fuel Tax funds for the County highway system general maintenance materials and services beginning December 1, 2016, to November 30, 2017, and designated as Section 17-00000-00-GM.

**A motion was made by Member Sauer, seconded by Member Taylor, that items 7.15 through 7.28 and supplemental agenda item 4.1 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.28 [16-0636](#)

Joint resolution authorizing a master agreement with the Village of Deerfield for the installation, operation and maintenance of Village owned folding stop signs at County owned and maintained traffic signals.

**A motion was made by Member Sauer, seconded by Member Taylor, that items 7.15 through 7.28 and supplemental agenda item 4.1 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.29 [16-0677](#)

Committee action considering salary modifications to the Board of Review Officers and Chairperson.

**This was a duplicate item and was removed from the agenda.**

4.1 [16-0642](#)

Joint resolution authorizing the vacation of a section of Old Petite Lake Road, from Belmora Park Boulevard to Illinois Route 83, to the abutting property owners at no cost.

**A motion was made by Member Sauer, seconded by Member Taylor, that items 7.15 through 7.28 and supplemental agenda item 4.1 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

**FINANCIAL & ADMINISTRATIVE**

7.30 [16-0627](#)

Resolution to enter into a contract with Consolidated Management Co., Des Moines, Iowa, for cafe and coffee kiosk services for Lake County for a two year period, plus renewals.

*RuthAnne Hall of Purchasing remarked that the County's current contract for cafe and coffee kiosk services expires on July 31, 2016. The County received three proposals and the recommended vendor is Consolidated Management Co. of Des Moines, Iowa. She reported that this is a new vendor for the County.*

**A motion was made by Member Rummel, seconded by Member Sauer, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.31 [16-0613](#)

Resolution increasing settlement authority limits for workers compensation, general liability, and property claims.

*Human Resources Director Rodney Marion reported that settlement authority limit authorization had last been increased in 1988 and has not kept up with inflation. This resolution increases settlement authority limits on workers compensation, general liability and property claims for the Risk Manager, with the consultation of the Human Resources Director, of up to \$50,000, and up to \$100,000 with the County Administrator's approval.*

**A motion was made by Member Sauer, seconded by Member Carlson, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.32 [16-0637](#)

Health insurance presentation.

*Human Resources Director Rodney Marion provided a presentation regarding proposed health insurance benefits. Shifting all preferred provider organization (PPO) members into the Consumer Driven Health Plan (CDHP) would increase the County's cost by \$728,189. Eliminating out-of-network coverage would potentially save the County \$59,764 and reducing out-of-network coinsurance for PPO members would save \$3,753. Human Resources does not recommend any of these scenarios.*

*Mr. Marion reviewed the impact of increasing employee's premium share for traditional PPO plans at various salary levels. Discussion ensued regarding decreasing the County's contribution to the Health Savings Account (HSA) by 25 percent for new hires who choose the CDHP plan, and by \$50 for single and \$100 for family coverage to existing employees on the CDHP. Member Rummel indicated that the County has to position itself to address the Cadillac Tax while educating its employees. Discussion ensued.*

*The consensus is to reduce the HSA contribution as presented.*

*Mr. Marion expressed concern that forcing PPO members to move to the CDHP plan will cost the County more than leaving them on the PPO plan. The consensus of the Board is to increase the CDHP plan contribution by zero percent and to increase the PPO plan by two percent.*

*Mr. Marion will bring this item for consideration at the August meeting.*

7.33 [16-0677](#)

Committee action considering salary modifications to the Board of Review Officers and Chairperson.

*Chief County Assessor Marty Paulson reported that the Board of Review salary was last considered in 2012. A study has been completed regarding comparative counties. County Board Chair Lawlor recommended the Board of Review receive a 2.5 percent increase for year 2016 and a 2.5 percent increase for year 2017, consistent with other elected officials. County Administrator Barry Burton noted that the Board of Review salary is not annually reviewed. The Board of Review members do not receive health benefits but do receive Illinois Municipal Retirement Fund (IMRF) benefits. Discussion ensued.*

*The consensus is to review the Board of Review's salary along with elected officials. Mr. Paulson noted that alternate board members receive a per diem but there does not appear to be a need to change the amount.*

**A motion was made by Member Mandel, seconded by Member Carlson, that a 2.5 percent increase for 2016 and a 2.5 percent for 2017. Motion carried by voice vote.**

**Aye:** 6 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel and Member Rummel

Nay: 1 - Member Sauer

**9. County Administrator's Report**

**9.3 [16-0666](#)**

Presentation of the 2015 Comprehensive Annual Financial Report and Internal Control Report.

*This item was moved ahead of item 8.*

*Finance and Administrative Services Director Gary Gordon introduced Heather Acker of Baker Tilly. Ms. Acker presented the 2015 Comprehensive Annual Financial Report (CAFR) and Internal Control Report. She indicated that Baker Tilly has provided a clean and unmodified opinion on the 2015 audit, which is the highest that can be reported. She reported that one major change to the CAFR is the inclusion of actuarial calculated net pension liability. The County's impact is \$10,000,000. The report also includes a longer disclosure on pension liability and pension schedules. Baker Tilly has looked at various internal controls and has found no significant deficiencies or material weaknesses.*

*Ms. Acker also indicated that there were no findings on the single audit report on federal awards. Discussion ensued. Mr. Gordon noted and thanked members of his staff for their assistance with the audit.*

**8. Executive Session**

*Executive Session was entered into at 2:15 p.m.*

**A motion was made by Member Sauer, to go into Executive Session. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

**8.1 [16-0675](#)**

Executive Session to discuss personnel matters pursuant to 5 ILCS 120/2 (c)(1).

*This item was discussed in Executive Session.*

*Executive Session was adjourned at 2:19 p.m.*

**A motion was made by Member Rummel, seconded by Member Carlson, to come out of Executive Session. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

**8.1. [16-0663](#)**

**a.**

Committee action authorizing reclassification of the Finance Manager position in Finance and Administrative Services.

**A motion was made by Member Hewitt, seconded by Member Sauer, that this committee action item be approved. Motion carried by voice vote.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

**County Administrator's Report**

**9.2 [16-0629](#)**

Discussion of the 2015 Year End Report.

*This item was moved ahead of item 9.1.*

*Finance and Administrative Services Director Gary Gordon presented the 2015 year end report. Revenues came in a little higher and expenses a little less than expected. There has been a continued decline in court fees and fines.*

*State shared revenues are trending well, but he noted that the 1/4% sales tax has seen a nominal decrease of \$8,000. Income tax is \$880,000 more than expected. There has been a decrease in debt service due to timing of bonds.*

*Mr. Gordon reviewed County expenditures. He noted that gas fuel came in \$1,000,000 less than expected. Utility expenditures were also down. At the end of the year, \$13,500,000 will be reallocated for capital projects. He noted the Risk reserve has been reduced by \$1,000,000 due to the settlement of outstanding claims. Discussion ensued.*

*Mr. Gordon introduced Ryan Horne, the new Deputy Finance and Administrative Services Director.*

**9.1 [16-0612](#)**

Discussion regarding LCTV filming of Financial and Administrative Committee meetings.

*County Board Chairman Lawlor indicated that although the majority of the committee indicated that taping the Financial and Administrative (F&A) committee meetings would be considered a new program request in the budget, the majority also expressed their support for taping F&A meetings. After discussing this issue with the County Administrator's Office and the Communications Manager, Mr. Lawlor indicated that Communications would be able to use existing resources to tape F&A meetings by eliminating other programs with lower viewership. Chair Paxton noted that the second scenario being presented by Communications would require additional funding, and would require a new program request or an expanded program request. He expressed concern that other committees would also seek to record their meetings, which could result in an expanded program request. Discussion ensued.*

*Deputy County Administrator Amy McEwan noted that departments occasionally shift funding in their budgets and have the authority to do so. The taping of F&A meetings would be in line with Communications' policy that indicates F&A is the Committee that has authority to hear proposals for programming modifications. Chair Paxton noted that the request was not recommended by staff, but by board members. Discussion continued.*

*Chair Paxton, Member Hewitt, and Member Carlson indicated that the taping of F&A*

*meetings would be a new program request. Member Sauer, Member Mandel, Member Taylor and Member Rummel indicated that the taping of F&A meetings would not be a new program request.*

*Lisa Hancock of Communications reviewed the two proposed scenarios. The first scenario would require three staff members and would require that the equipment be set up for each meeting. The second scenario would require additional funding for the installation of permanent equipment. Discussion continued.*

*Chair Paxton requested that the Committee make a final determination on taping F&A meetings. Chair Paxton, Member Hewitt and Member Carlson voiced their opposition to taping F&A meetings. Member Sauer, Member Mandel, Member Taylor, and Member Rummel voiced their support for taping F&A meetings, using scenario number one, as presented by Communications.*

*F&A meetings will be taped and aired live.*

**10. Adjournment**

*The meeting was adjourned at 3:25 p.m.*

**A motion was made by Member Sauer, seconded by Member Mandel, to adjourn. The motion carried unanimously.**

**Aye:** 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

*Meeting minutes prepared by Blanca Vela-Schneider.*

*Respectfully submitted,*

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*Chairman*

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*Vice-Chairman*

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*Financial and Administrative Committee*