

Lake County Illinois

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



Meeting Minutes - Final

Thursday, January 10, 2019

8:30 AM

Assembly Room, 10th Floor

Financial and Administrative Committee

1. Call to Order

Chair Frank called the meeting to order at 8:30 am.

Present 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

Others present:

Dick Barr, County Board

Chris Blanding, Information Technology

Krista Braun, Planning, Building and Development

Ed Buettner, Woods of Ivanhoe Homeowner's Association

Jeff Carlstone, Communications

Alex Carr, Communications

Kevin Carrier, Division of Transportation

Erin Cartwright-Weinstein, Circuit Court Clerk's Office

Jim Chamernik, Sheriff's Office

Jennifer Clark, County Board

Anthony Cooling, Finance and Administrative Services

Zach Creer, Finance and Administrative Services

Mary Cunningham, County Board

Danny Davis, Court Administration

Patrice Evans, Circuit Court Clerk's Office

Paul Fetherston, County Administrator's Office

Terry Fleming, Woods of Ivanhoe Homeowner's Association

Shantel Franklin, Finance and Administrative Services

Al Giertych, Division of Transportation

Jodi Gingiss, Community Development

Joy Gossman, Public Defender's Office

RuthAnne Hall, Purchasing

Sandy Hart, County Board

Jim Hawkins, 9-1-1 Regional Consolidation

Efren Heredia, Health Department

Brooke Hooker, Communications

Ryan Horne, Finance and Administrative Services

Doretha Johnson, Division of Transportation

William Kinville, Sheriff's Office

Chris Kopka, Human Resources

Ann Maine, County Board

Donna Jo Maki, County Administrator's Office

Rodney Marion, Human Resources

Judy Martini, County Board

Amy McEwan, County Administrator's Office

Matt Meyers, Planning, Building and Development

Andrea Norwood, Public Works

Martin Paulson, County Assessor's Office
Mark Pfister, Health Department
Lore Powell, Information Technology
Mike Rummel, County Board
Joel Sensenig, Public Works
Jeff Steingart, 9-1-1 Regional Consolidation
Mary Stevens, Court Administration
Bob Springer, Planning, Building and Development
Patrice Sutton, Finance and Administrative Services
Micah Thornton, Circuit Court Clerk's Office
Jennie Vana, Communications
Jeremiah Varco, Facilities and Construction Services
Anthony Vega, Sheriff's Office
Blanca Vela-Schneider, County Board Office
Eric Waggoner, Planning, Building and Development
Dakisha Wesley, County Administrator's Office
Michael Wheeler, Finance and Administrative Services

2. Pledge of Allegiance

Vice Chair Vealitzek led the Pledge of Allegiance.

3. Addenda to the Agenda

There were no additions or amendments to the agenda.

4. Public Comment

There were no comments from the public.

5. Chair's Remarks

Chair Frank introduced himself to the public and commented on the number of agenda items.

6. Old Business

There was no old business to conduct.

Present 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7. New Business

CONSENT AGENDA (Items 7.1 through 7.13)

Approval of Minutes

LAW & JUDICIAL

7.1 [19-0003](#)

Joint resolution authorizing the State's Attorney's Appellate Prosecutor Program for fiscal year (FY) 2019 for a continued participation fee of \$42,000.

Attachments: [Appellate Pros Invoice FY2019](#)

A motion was made by Member Didech, seconded by Member Pedersen, that the Consent Agenda items 7.1 through 7.13 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.2 [19-0005](#)

Joint resolution authorizing a contract with Superior Health Linens of Cudahy, Wisconsin, for linen and laundry services for various Lake County facilities for a one-year period with four additional one-year renewal options, in the estimated annual amount of \$42,722.37.

Attachments: [18169 Award Recommendation](#)

[Bid Tab](#)

A motion was made by Member Didech, seconded by Member Pedersen, that the Consent Agenda items 7.1 through 7.13 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.3 [18-1517](#)

Joint resolution authorizing an emergency appropriation with offsetting revenue in the amount of \$15,000 to support the Nineteenth Judicial Circuit Court's Self-Represented Litigant Coordinator.

Attachments: [Self Represented Litigants Grant letter MOU.pdf](#)

[Supreme Court Self Represented Litigants CoA.pdf](#)

A motion was made by Member Didech, seconded by Member Pedersen, that the Consent Agenda items 7.1 through 7.13 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

HEALTH & COMMUNITY SERVICES

7.4 [19-0007](#)

Joint resolution accepting the Illinois Department of Public Health grant and authorizing an emergency appropriation in the amount of \$58,938 for the Illinois Breast and Cervical Cancer Program.

Attachments: [58K IBCCP FY19](#)

A motion was made by Member Didech, seconded by Member Pedersen, that the Consent Agenda items 7.1 through 7.13 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.5 [19-0011](#)

Joint resolution accepting the Illinois Department of Public Health grant and authorizing an emergency appropriation in the amount of \$90,000 for the Tobacco Free Communities Grant.

Attachments: [90K TFLC FY19](#)

A motion was made by Member Didech, seconded by Member Pedersen, that the Consent Agenda items 7.1 through 7.13 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

PUBLIC WORKS, PLANNING & TRANSPORTATION

7.6 [19-0042](#)

Joint resolution authorizing a one-year contract extension with Advanced Utility Systems, Inc., Toronto, Ontario, in the amount of \$44,469.03 for proprietary software licenses and maintenance services thru December 31, 2019.

Attachments: [19-0042 Advanced Bid exemption request.pdf](#)
[19-0042 Advanced Utility Purchasing Award Information.pdf](#)

A motion was made by Member Didech, seconded by Member Pedersen, that the Consent Agenda items 7.1 through 7.13 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.7 [19-0023](#)

Joint resolution appropriating \$30,000 of ¼% Sales Tax for Transportation funds for the acquisition of necessary right-of-way, by agreement or condemnation, and other right-of-way costs associated with the installation of traffic signals on Sunset Avenue, from Green Bay Road to Golf Road in the City of Waukegan, and designated as Section 12-00999-30-TL.

A motion was made by Member Didech, seconded by Member Pedersen, that the Consent Agenda items 7.1 through 7.13 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.8 [19-0002](#)

Joint resolution authorizing an agreement with Corbin Design, Traverse City, Michigan, for consulting and design services for a bike path wayfinding signage study, in the amount of \$125,760, appropriating \$155,000 of ¼% Sales Tax for Transportation funds, and designated as Section 18-00999-49-BT.

Attachments: [19-0002 Bike Path Wayfinding Study Consultant Agreement](#)

A motion was made by Member Didech, seconded by Member Pedersen, that the Consent Agenda items 7.1 through 7.13 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

FINANCIAL & ADMINISTRATIVE

7.9 [18-1492](#)

Report from Carla N. Wyckoff, County Clerk, for the month of October 2018.

Attachments: [LCC Report for October 2018.pdf](#)

A motion was made by Member Didech, seconded by Member Pedersen, that the Consent Agenda items 7.1 through 7.13 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.10 [18-1551](#)

Report from Robin M. O'Connor, County Clerk, for the month of November 2018.

Attachments: [LCC Report for November 2018.pdf](#)

A motion was made by Member Didech, seconded by Member Pedersen, that the Consent Agenda items 7.1 through 7.13 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.11 [18-1493](#)

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of October 2018.

Attachments: [October 2018.pdf](#)

A motion was made by Member Didech, seconded by Member Pedersen, that the Consent Agenda items 7.1 through 7.13 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.12 [18-1549](#)

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of November 2018.

Attachments: [Nov 2018.pdf](#)

A motion was made by Member Didech, seconded by Member Pedersen, that the Consent Agenda items 7.1 through 7.13 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.13 [18-1496](#)

Report from David B. Stolman, Treasurer, for the month of September 2018.

Attachments: [Cash & Investment Sept 2017.pdf](#)

[Cash & Investment Sept 2018.pdf](#)

A motion was made by Member Didech, seconded by Member Pedersen, that the Consent Agenda items 7.1 through 7.13 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

REGULAR AGENDA

LAW & JUDICIAL

7.14 [18-1548](#)

Joint resolution approving a contract with Mission Critical Partners (MCP), Port Matilda, Pennsylvania, to provide consultant support to the 9-1-1 Consolidation Implementation Planning Project in the amount of \$115,808 with an additional owner-controlled contingency of \$30,000.

Attachments: [MCP Lake County Agreement Consolidation_Final 28DEC18](#)

[Exhibit A-911 RFP](#)

[Exhibit B Proposal FINAL](#)

[Background](#)

[911 Governance Overview](#)

[911 Governance Members](#)

Interim County Administrator Amy McEwan reported that Lake County agreed to act as the lead agent in the 9-1-1 consolidation. Jim Hawkins and Chief Jeff Steingart, 9-1-1 Regional Consolidation, requested approval of a contract for a consultant who will assist with 9-1-1 consolidation efforts. Mr. Hawkins reported the vendor, MCP, was the only responsive bidder but brings a vast amount of expertise. Interim County Administrator McEwan reported that there are many decision points to keep the group focused on its task. Discussion ensued.

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

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.15 [19-0034](#)

Joint resolution authorizing a contract with URL Integration Inc. Englewood, Colorado, for the software maintenance services in support of the integrated justice applications for Lake County, including public access and the alfresco and scan processor in the annual amount of \$135,000, including four one-year renewal options.

Attachments: [19008 Purchasing Award Information](#)
[proposed contract - 19 URL Agreement FINAL](#)

Erin Cartwright-Weinstein, Circuit Court Clerk, Patrice Evans, Circuit Court Clerk's Office, and RuthAnne Hall, Purchasing, presented a request for software maintenance services to support integrated justice applications.

The County selected URL in 2002 as its vendor for customized software development and maintenance. The vendor will continue to support the existing system while the county explores alternatives. Upon inquiry from Member Wasik, Ms. Hall clarified that the contract identifies the responsibilities of the vendor and the client. The County has its own sourcecode and the server is physically on site.

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

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.16 [19-0030](#)

Joint resolution authorizing an agreement with Software Development and Services Corporation, Fairfax, Virginia (SDSC), for Court Records and Information Management System (CRIMS) finance package changes, required due to the Illinois Criminal and Traffic and Assessment Act, in the estimated amount of \$288,360.

Attachments: [18105 Purchasing Award Information CRIMS finance changes-Jan2019](#)
[18105 SDSC Agreement Fully Executed.pdf](#)

Erin Cartwright-Weinstein, Circuit Court Clerk, Patrice Evans, Circuit Court Clerk's Office, and RuthAnne Hall, Purchasing, presented a request for CRIMs finance package changes. Clerk Cartright-Weinstein reported that in August 2018, state law was amended to change the way fines and fees were charged to litigants. The new law becomes effective July 2019 and there is a need to have the vendor modify the rates. This is an in-depth project because it requires extensive modifications to the programming code. The county

is currently exploring options to change vendors.

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

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.17 [19-0013](#)

Joint resolution authorizing a contract with Aramark Corporation, Philadelphia, Pennsylvania, in the estimated amount of \$852,053 per year for inmate food services.

Attachments: [18134 RFP Inmate Food and County Cafe final.pdf](#)
[18135 Inmate Food Award Information](#)
[Aramark DRAFT Agreement 18134](#)

Jim Chamernik and William Kinville, Sheriff's Office, presented a request for a contract with Aramark Corporation for inmate food services. Mr. Chamernik indicated that Aramark provided the most favorable bid at a cost of \$1.149 per inmate meal. Aramark is able to customize meals for religious and dietary needs. Discussion ensued regarding the increased costs. RuthAnne Hall, Purchasing, reported that inmates who fit within certain criteria are permitted to volunteer their time in the cafeteria to support the program, but there is a significant shortfall of individuals willing to volunteer. Chair Hart questioned whether it is possible for pretrial inmates to volunteer to maintain costs. Discussion ensued regarding potential incentives to increase volunteer participation.

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

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.18 [19-0014](#)

Joint resolution authorizing into a contract with Monterrey Security Consultants, Inc., Chicago, Illinois in the estimated annual amount of \$1,450,348.80 for entry screening, over-night security services, general security services, and mail screening.

Attachments: [18138 Entry Screening - Final.pdf](#)
[18138 Entry Screening Award Information.pdf](#)
[18138 RFP Entry Screening Scoresheet - Post Interview Redacted.pdf](#)
[18138 Agreement for Entry Screening Services](#)
[Entry Screening costing 1.8.19 L&J](#)

Jim Chamernik, Sheriff's Office, presented a request for a contract with Monterrey Security Consultants for entry screening, overnight and general security services. He reported that the Sheriff's Office, in partnership with Facilities and Construction Services, the Health

Department, Probation, and Workforce Development discussed the performance of the existing vendor and the areas that can be improved. The consensus was there was a need to increase the hourly pay of the security guards to prevent frequent turnover. Monterrey was selected as the most favorable bid. Reference checks yielded glowing reviews, the vendor has diversity in its organization, and there are a number of employees who have been with the company for more than 10 years.

Effren Heredia, Health Department, clarified that the current vendor has had a difficult time retaining employees due to the hourly pay, causing staff shortages and transition issues. It was determined that a higher wage would decrease staff turnover and the county required a minimum hourly pay rate of \$13.50. Upon inquiry from Chair Frank, Mr. Chamernik reported that he will be performing audits. Mr. Heredia reported that the Health Department has requested that Monterrey employ the existing staff provided they pass the background check. Discussion ensued regarding the process that will be followed when considering employees who are with the existing vendor.

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

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

HEALTH & COMMUNITY SERVICES

7.19 19-0029

Joint resolution authorizing an emergency appropriation in the amount of \$360,998.32 in Community Development U.S. Department of Housing & Urban Development (HUD) grant spending as a result of revenue from the sale of homes purchased and repayments by previous homebuyers under affordable housing programs.

Attachments: [Jan 2019 HUD Program Income Emergency Appropriation.pdf](#)

Jodi Gingiss, Community Development, presented a request authorizing an emergency appropriation in the Community Development HUD grant. Funds are occasionally paid back to the county from federal programs administered by the County. The funding is the repayment of three homes that were purchased and rehabilitated using HOME and NSP funds, a repayment by the City of Waukegan of HOME funds invested in rehabilitating a house that could not be saved, and developer interest payments from low income rental owners. Upon inquiry from Member Wilke, Ms. Gingiss reported that the funds will be returned to the program in which the funds were expended.

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

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.20 [19-0008](#)

Joint resolution accepting the Substance Abuse and Mental Health Services Administration grant and authorizing an emergency appropriation in the amount of \$125,000 for the Mental Health Awareness Training.

Attachments: [125K SAMHSA MHAT FY19](#)

Health Department Executive Director Mark Pfister presented a request to accept a Substance Abuse and Mental Health Services and Administration grant for mental health awareness training. He reported this is a three year annual grant in the amount of \$125,000 per year. The goal is to hire one individual who will train 90 individuals. They, in turn, will train another 2,000 volunteers throughout the county.

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

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.21 [19-0009](#)

Joint resolution accepting the United States Department of Justice grant for the A Way Out Program and authorizing an emergency appropriation in the amount of \$247,621.

Attachments: [247K A Way Out FY19](#)

Health Department Executive Director Mark Pfister presented a request to accept a grant for the A Way Out Program and authorize an emergency appropriation. This is a two-year grant that will total nearly \$500,000. Funding this year is for \$247,621 and will be used to fund three clinical staff positions who will place individuals into the A Way Out Program. Mr. Pfister reviewed the program's details and explained the challenges in finding long-term care solutions. County Board Chair Hart suggested the county explore the cost involved if all Lake County municipalities participated in the program. Mr. Pfister noted there are alternate programs municipalities utilize that are not part of the county's list of programs and/or rehabilitation centers. Substantial discussion ensued regarding mental health providers and capacity issues.

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

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.22 [19-0010](#)

Joint resolution accepting the Substance Abuse and Mental Health Services Administration (SAMHSA) grant to benefit homeless individuals and authorizing an emergency appropriation in the amount of \$410,000.

Attachments: [18K GBHI FY19](#)
[391K GBHI FY19](#)

Health Department Executive Director Mark Pfister presented a request for a grant to benefit homeless individuals and authorizing an emergency appropriation. He reported that this is a five year grant at \$410,000 per year, for mental health illness and substance abuse services for individuals experiencing homelessness.

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

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

PUBLIC WORKS, PLANNING & TRANSPORTATION

7.23 [19-0039](#)

Joint resolution ratifying an emergency procurement with Lake County Grading Company, Libertyville, Illinois, in the amount of \$60,800 for the emergency demolition of a dangerous and unsafe structure deemed to be an immediate and continuing hazard to the community.

Attachments: [Tarkowski Narrative](#)

Planning, Building, and Development Director Eric Waggoner presented a request to ratify an emergency procurement for the demolition of a dangerous and unsafe structure which had an open well and water-filled basement. The property owner did not respond to the 30 day notice of demolition. Due to the sheer size of the demolition and the complexity of the issue, only one company submitted a bid which was selected in accordance with the Lake County Purchasing Ordinance procedures. Discussion ensued regarding the demolition notice process.

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

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.24 [19-0043](#)

Joint resolution authorizing an emergency appropriation in the amount of \$1,006,684.43 within the Lake County Public Works Department's Fund 610 for the initial interest payment on the Des Plaines River Water Reclamation Facility's (WRF) Illinois Environmental Protection Agency (IEPA) L17-5013 debt service loan.

Joel Sensenig and Andrea Norwood, Public Works, reported the Des Plaines WRF project has reached substantial completion ahead of schedule, and there is a need to recognize loan proceeds and payments in the FY 2018 budget.

A motion was made by Member Wilke, seconded by Member Didech, that this

resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.25 [19-0061](#)

Ordinance proposing to re-establish of Lake County Special Service Area (SSA) Number 12 (SSA #12) and providing for a public hearing and other procedures in connection therewith (Woods of Ivanhoe).

Attachments: [SSA #12 Renewing Ordinance 2019 \(1.10.19\)](#)
[SSA 12- For Committee Item FINAL v2](#)

Assistant County Administrator Dakisha Wesley and Zach Creer, Finance and Administrative Services, reported that the County received a petition with more than 80 percent of property owners to renew SSA #12, which expires in July 2019. The SSA will serve a community for maintenance of the private road, including snow plowing and light poles. A public hearing is required by the County Board. Chair Frank clarified that this tax is being self-imposed by the residents of Woods of Ivanhoe.

A motion was made by Member Didech, seconded by Member Vealitzek, that this ordinance be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.26 [19-0025](#)

Joint resolution authorizing the transfer of a temporary easement and a permanent easement, near the Peterson Road and Behm Lane intersection, from Lake County to the Central Lake County Joint Action Water Agency (CLCJAWA).

Attachments: [19-0025 CLCJAWA-LCDOT Permanent Easement Agreement Draft](#)
[19-0025 CLCJAWA-LCDOT Temporary Easement Agreement Draft](#)

Al Giertych and Kevin Carrier, Division of Transportation, presented a request for the transfer of temporary and permanent easements to CLCJAWA. The easements are for the construction and maintenance of water transmission pipelines.

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

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.27 [19-0024](#)

Joint resolution authorizing an agreement with Parsons, Chicago, Illinois, for a feasibility study along Lewis Avenue, from Illinois Route 137 to Sunset Avenue, in an amount of \$541,785, appropriating \$651,000 of ¼% Sales Tax for Transportation funds, and

designated as Section 18-00082-10-ES.

Attachments: [19-0024 Lewis Avenue Feasibility Study Engineering Agreement](#)

Al Giertych, Division of Transportation, reported it is an appropriate time to study the Lewis Avenue corridor, from Route 137 to Sunset Lane. Discussion ensued regarding the scope of the work.

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

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.28 [19-0022](#)

Joint resolution appropriating a supplemental amount of \$214,000 of Matching Tax funds and approving Change Order Number Three in the amount of \$203,332.01, for the repair and stabilization of an existing sheet piling wall adjacent to the multi-use path on the north side of Grass Lake Road along with repairs to the concrete bridge substructure, and designated as Section 16-00059-11-BR.

Attachments: [19-0022 Grass Lake Road, Change Order 3](#)

Al Giertych, Division of Transportation, reported that there is a need for a change order on an existing contract with Alliance Contractors. The bridge piers were difficult to reach and the contractor encountered more deterioration than anticipated, requiring substantially more work.

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

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

FINANCIAL & ADMINISTRATIVE

7.29 [19-0053](#)

Resolution approving participation by County Board Members in the Illinois Municipal Retirement Fund (IMRF).

Chair Frank reported Illinois state law was modified in 2016 requiring the Lake County Board to consider a resolution within 90 days of an election declaring the eligibility of Board Members to participate in IMRF. Four members are eligible to participate. Significant discussion ensued regarding if board members should be allowed to continue participation.

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

Aye: 6 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Wasik and Member Wilke

Nay: 1 - Member Pedersen

7.30 [19-0031](#)

Resolution authorizing emergency appropriations for Fiscal Year (FY) 2019 in various funds for certain projects, items, and activities budgeted in the prior year and not completed.

Attachments: [Jan 19 Carryovers - combined - 1_2_19 Revised.pdf](#)

Finance and Administrative Services Director Patrice Sutton presented a request to carry over funds from FY 2018 into FY 2019 for projects and grants that were not completed in 2018.

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

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.31 [19-0048](#)

Resolution authorizing a contract with ACRO Services Corporation, Livonia, Michigan (ACRO) for staff augmentation resources in the estimated amount of \$645,000.

Attachments: [ACRO Award Information](#)
[WH Staffing Summary](#)

RuthAnne Hall, Purchasing, and Jeremiah Varco, Facilities and Construction Services, presented a request for staff augmentation at Winchester House. The construction of a nursing facility to replace Winchester House has been delayed requiring that Winchester House remain open longer than expected. There is a need to maintain the upkeep of the facility with augmented staff. Substantial discussion ensued regarding the reason for the delay of the new facility and the services that the augmented staff would provide.

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

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.32 [19-0047](#)

Resolution authorizing a contract with Thyssenkrupp Elevator, Lombard, Illinois, (Thyssenkrupp) in the amount of \$162,107 for elevator modernization for transport services at Babcox Courts.

Attachments: [19017 Award Information](#)
[Lake County Proposal](#)

RuthAnne Hall, Purchasing, presented a request for a contract with Thyssenkrupp Elevator for elevator modernization for transport services at Babcox Courts. Ms. Hall indicated that the cooperative purchasing contract is through Sourcewell that was competitively solicited and awarded.

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

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.33 [19-0006](#)

Resolution authorizing a contract with SecureAgent, Tulsa, Oklahoma, (SecureAgent) for a backup and disaster recovery virtual tape system in an estimated amount of \$102,174.

Attachments: [Secure Agent Award Information](#)
[Lake County VTape 9483 Proposal 20November2018](#)

Information Technology (IT) Director Chris Blanding presented a request for a contract for a backup and disaster recovery virtual tape system. The big mainframe that houses the Courts' CRIMS system has reached the end of its useful life and needs to be replaced. This is a joint purchasing contract with SecureAgent and includes the first year hardware procurement and setup. Upon inquiry from Chair Frank, Mr. Blanding indicated that there is a \$20,000 annual maintenance fee.

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

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.34 [19-0035](#)

Committee action approving Change Order Number Three for the project management services for the property tax administration services with Beth Malloy and Associates, Chicago, Illinois, (Malloy and Associates) in the amount not to exceed \$78,165.

Attachments: [14043 Purchasing Award Information change order number 3](#)
[lasWorld project consultation services 111918](#)

RuthAnne Hall, Purchasing, presented a third change order for project management services. Change orders one and two resulted from a delay in the implementation of the Tyler Tax System. The third change order is for post go-live support to ensure a smooth transition from the legacy system to the new Tyler Tax System and is being requested by key county stakeholders. Discussion ensued regarding the reason the project was delayed.

A motion was made by Member Vealitzek, seconded by Member Wasik, that this

change order be approved. The motion carried unanimously.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.35 [19-0050](#)

Resolution to enter into a contract with Aramark Corporation, Philadelphia, Pennsylvania (Aramark) for cafe and coffee kiosk services for Lake County (County) in the amount of \$48,921.60 for a two-year period, plus renewals.

Attachments: [18134 Cafe and Kiosk Award Information](#)
[Draft Agreement 18134](#)

RuthAnne Hall, Purchasing, presented a request for a contract with Aramark for the operation of a cafe and coffee kiosk. The current vendor has struggled to sustain operations and has provided its notice of termination. The new vendor requires an annual subsidy in the amount of \$48,921.60. Discussion ensued regarding the challenges vendors have faced in running a successful operation at the county, including a limited kitchen and uncertain number of customers.

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

Aye: 6 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen and Member Wasik

Not Present: 1 - Member Wilke

7.36 [19-0063](#)

Vendor Disclosure Policy discussion.

Attachments: [Updates to Policy](#)
[Vendor Disclosure - Proposed resolution language](#)

Interim County Administrator Amy McEwan reported that the county board returned the vendor disclosure policy back to the Financial and Administrative Committee for further discussion. Finance and Administrative Services Director Patrice Sutton and RuthAnne Hall, Purchasing, reviewed the current language of the policy. Ms. Hall indicated that the county's ethics ordinance clarifies that immediate family are familial members that resident with you which was used for the vendor disclosure policy. Vice Chair Vealitzek offered suggested revisions to the policy. Upon inquiry from Member Carlson, Ms. McEwan indicated that contracts are typically renewed on an annual basis, and the vendor disclosure policy would be included as an attachment to any resolution extending a contract. Substantial discussion ensued regarding if collective bargaining groups should be required to disclosure if they are contributing to elected officials. Ms. McEwan indicated that it would be difficult to require a third party to submit a vendor disclosure form. She also identified the county could not penalize a vendor who has submitted a vendor disclosure form.

The committee discussed the vendor disclosure policy.

7.37 [19-0083](#)

Summary of costs and types of open litigation.

Attachments: [Open Litigation - F&A 1.10.19](#)

Chris Kopka, Human Resources, provided an overview of open claims in the risk fund. Claims are handled by a third party endor, IPMG. Each year IPMG recovers monies paid by Lake County on Workers' compensation claims that are more than the self-insured retention amount from excess carriers. IPMG also recovers subrogation monies for personal injury and property damage caused by other parties. Ms. Kopka reviewed the types of workers compensation claims that have been submitted.

A discussion regarding the costs and types of open litigation occurred.

7.38 [19-0084](#)

Discussion regarding LCTV filming of standing committee meetings.

Attachments: [LCTV Filming of Committees Analysis](#)

Jennie Vana, Communications, provided a presentation on the potential options available to film Lake County committee meetings. Member Carlson inquired what services Communications would stop doing to provide this service. Ms. Vana indicated the impact is dependent on the number of committees filmed and how they are filmed. Substantial discussion ensued regarding the cost associated with filming all committee meetings. The consensus was for Communication to return with cost estimates for the scenarios that are being proposed.

A discussion regarding the filming of standing committee meetings occurred.

8. **Executive Session**

8.1 [19-0055](#)

Executive Session to discuss collective bargaining pursuant to 5ILCS 120/2 (c)(2).

A motion was made by Member Carlson, seconded by Member Wasik, to postpone this Executive Session item until the January 31, 2019 meeting. On a voice vote, the item was postponed.

8.2 [19-0062](#)

Executive Session to discuss litigation pursuant to 5ILCS 120/2 (c)(11).

A motion was made by Member Carlson, seconded by Member Wasik, to postpone this Executive Session item until the January 31, 2019 meeting. On a voice vote, the item was postponed.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

9. **County Administrator's Report**

Interim County Administrator Amy McEwan reported on the need to create a line item

transfer in the amount of \$50,000 from the contingency fund to fully fund each board member's account. There is a need to solicit further applications for the Director of Facilities and Construction position. She reported that she would like to provide a presentation regarding how accounts are funded and the auditing process at an upcoming meeting.

Ms. McEwan reported proposals for strategic planning were higher than expected due to the broad scope. After conferring with the County Board Chair, the scope will be narrowed and sent out again for bid in hopes of more favorable results.

9.1 [19-0080](#)

Quarterly financial report.

Attachments: [FY 2018 Quarterly Report Q4 Final](#)

Finance and Administrative Services Director Patrice Sutton presented the quarterly financial report, as required by the County's budget policy. She clarified that the report utilizes unaudited Fiscal Year 2018 monies. Staff will return with final numbers.

(Member Wilke left the meeting at 12:29 p.m.)

The quarterly report was presented.

9.2 [19-0082](#)

Economic indicator report.

Attachments: [2018 Economic Indicator Report](#)

Finance and Administrative Services Director Patrice Sutton presented the economic indicator report.

The Economic Indicator Report was presented.

10. **Members Remarks**

There were no members remarks.

11. **Adjournment**

The meeting was adjourned at 12:30 p.m.

A motion was made by Member Carlson, seconded by Member Vealitzek, to adjourn the meeting. The motion carried unanimously.

Aye: 6 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen and Member Wasik

Not Present: 1 - Member Wilke

Next Meeting: January 31, 2019

Meeting minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

Chair

Vice Chair

Financial and Administrative Committee