

# Lake County Illinois

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



## **Meeting Minutes - Final**

**Thursday, August 29, 2019**

**8:30 AM**

**Assembly Room, 10th Floor**

**Financial and Administrative Committee**

**1. Call to Order**

*Chair Frank called the meeting to order at 8:34 a.m.*

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

*Others present:*

*Gerald Alter, Sheriff's Office*

*Annette Becker, Gallagher*

*Eric Berman, Human Resources*

*Chris Blanding, Information Technology*

*Lynn Buccieri, County Board Office*

*Alex Carr, Communications*

*Jim Chamernik, Sheriff's Office*

*Michael Danforth, County Board*

*Danny Davis, Court Administration*

*RuthAnne Hall, Purchasing*

*James Hawkins, County Administrator's Office*

*Efren Heredia, Health Department*

*John Idleburg, Sheriff*

*Holly Kim, Treasurer*

*Carl Kirar, Facilities and Construction Services*

*Chris Kopka, Human Resources*

*Rodney Marion, Human Resources*

*Vasyl Markus, Treasurer's Office*

*Matt Meyers, County Administrator's Office*

*Jerry Nordstrom, Health Department*

*Lawrence Oliver, Sheriff's Office*

*Andrea Rosen, Communications*

*Shane Schneider, Division of Transportation*

*Tom Struck, Sheriff's Office*

*Patrice Sutton, Finance and Administrative Services*

*Micah Thornton, Circuit Court Clerk's Office*

*Jeremiah Varco, Facilities and Construction Services*

*Blanca Vela-Schneider, County Administrator's Office*

*Eric Waggoner, Planning, Building and Development*

*Teri White, State's Attorney's Office*

*Rodney Worden, Public Works*

*Bailey Wyatt, Communications*

**2. Pledge of Allegiance**

*Member Carlson 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 reported that he will request that items 7.23 and 7.24 of the agenda be postponed until the next Financial and Administrative Committee meeting. The estimated annual aggregate tax levy and apportionment of estimated taxes item was inadvertently omitted from the agenda. The item, per state statute, requires approval by the County Board at its September meeting. A presentation will be made at the Committee of the Whole meeting and a special Financial and Administrative Committee is being considered.*

**6. Old Business**

*There was no old business to conduct.*

**7. New Business**

**CONSENT AGENDA (7.1 - 7.11)**

**Approval of Minutes**

**7.1 19-1402**

Minutes from June 27, 2019.

**Attachments:** [F&A 6.27.19 Minutes - Final.pdf](#)

**A motion was made by Member Carlson, seconded by Member Wilke, that Consent Agenda items 7.1 through 7.11 be approved/recommended for adoption/received and placed on the County Board agenda. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Didech

**7.2 19-1403**

Executive Session minutes from June 27, 2019.

**A motion was made by Member Carlson, seconded by Member Wilke, that Consent Agenda items 7.1 through 7.11 be approved/recommended for adoption/received and placed on the County Board agenda. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Didech

7.3 [19-1404](#)

Minutes from August 1, 2019.

**Attachments:** [F&A 8.1.19 Minutes - Final.pdf](#)

**A motion was made by Member Carlson, seconded by Member Wilke, that Consent Agenda items 7.1 through 7.11 be approved/recommended for adoption/received and placed on the County Board agenda. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Didech

**LAW & JUDICIAL**

7.4 [19-1368](#)

Joint resolution authorizing the acceptance of an Illinois Department of Transportation (IDOT) 2020 Sustained Traffic Enforcement Program (STEP) grant and an emergency appropriation in the amount of \$197,275.48.

**Attachments:** [SAIN OP-20-0119](#)

**A motion was made by Member Carlson, seconded by Member Wilke, that Consent Agenda items 7.1 through 7.11 be approved/recommended for adoption/received and placed on the County Board agenda. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Didech

7.5 [19-1388](#)

Joint resolution authorizing the application, acceptance, and emergency appropriation of a 2019 Justice Assistance Grant (JAG) in the amount of \$8,138 for the purpose of enhancing the State's Attorney's Office's capacity to provide crime prevention education and outreach.

**A motion was made by Member Carlson, seconded by Member Wilke, that Consent Agenda items 7.1 through 7.11 be approved/recommended for adoption/received and placed on the County Board agenda. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Didech

**PUBLIC WORKS, PLANNING & TRANSPORTATION**

7.6 [19-1364](#)

Joint resolution authorizing a contract with Copenhaver Construction, Gilberts, Illinois, in the amount of \$147,693 for the replacement and repair of culverts on Grass Lake Road and Millburn Road, and appropriating \$180,000 of County Bridge Tax funds.

**Attachments:** [19-1364 Bid Tab - Grass Lake Rd and Millburn Rd Culverts](#)  
[19-1364 Vendor Disclosure - Copenhaver Construction](#)  
[19-1364 Bid Justification Letter - Grass Lake Road and Millburn](#)

**A motion was made by Member Carlson, seconded by Member Wilke, that Consent Agenda items 7.1 through 7.11 be approved/recommended for adoption/received and placed on the County Board agenda. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Didech

**7.7 [19-1365](#)**

Joint resolution authorizing a contract with Campanella and Sons, Inc., Wadsworth, Illinois, in the amount of \$221,681.25 for drainage improvements on St. Marys Road at the Metra railroad, and appropriating \$266,000 of County Bridge Tax funds.

**Attachments:** [19-1365 Bid Tab - St. Marys Road at Metra Railroad](#)  
[19-1365 Vendor Disclosure - Campanella & Sons](#)  
[19-1365 Bid Justification Letter - St Marys at Metra](#)

**A motion was made by Member Carlson, seconded by Member Wilke, that Consent Agenda items 7.1 through 7.11 be approved/recommended for adoption/received and placed on the County Board agenda. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Didech

**7.8 [19-1366](#)**

Joint resolution endorsing the updated Lake County Coordinated Transportation Services Committee (LCCTSC) Title VI Program.

**Attachments:** [19-1366 LCCTSC Title VI Program Update Draft](#)

**A motion was made by Member Carlson, seconded by Member Wilke, that Consent Agenda items 7.1 through 7.11 be approved/recommended for adoption/received and placed on the County Board agenda. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Didech

**7.9 [19-1370](#)**

Joint resolution authorizing an agreement with DLZ Illinois, Inc., Chicago, Illinois, for Phase II design engineering services, adding approximately 18 Pan Tilt Zoom (PTZ) cameras, 10,000 feet of fiber optic cable, nine wireless connections, and three cellular

connections to expand the Lake County PASSAGE network along various routes in Lake County at a maximum cost of \$78,125, and appropriating \$94,000 of ¼ percent Sales Tax for Transportation funds.

**Attachments:** [19-1370 2019 PASSAGE Field Elements Consultant Design Contract](#)  
[19-1370 2019 PASSAGE Field Elements Vendor Disclosure Statement](#)

**A motion was made by Member Carlson, seconded by Member Wilke, that Consent Agenda items 7.1 through 7.11 be approved/recommended for adoption/received and placed on the County Board agenda. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Didech

#### **FINANCIAL & ADMINISTRATIVE**

##### **7.10 [19-1347](#)**

Report from Robin M. O'Connor, County Clerk, for the month of July 2019.

**Attachments:** [LCC Report for July 2019.pdf](#)

**A motion was made by Member Carlson, seconded by Member Wilke, that Consent Agenda items 7.1 through 7.11 be approved/recommended for adoption/received and placed on the County Board agenda. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Didech

##### **7.11 [19-1359](#)**

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of July 2019.

**Attachments:** [July 2019](#)

**A motion was made by Member Carlson, seconded by Member Wilke, that Consent Agenda items 7.1 through 7.11 be approved/recommended for adoption/received and placed on the County Board agenda. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Didech

#### **REGULAR AGENDA**

#### **LAW & JUDICIAL**

##### **7.12 [19-1393](#)**

Joint resolution authorizing an agreement between Lake County, Lake County Sheriff's Office (LCSO) and the United States (US) Navy for the housing of military detainees in the Lake County Sheriff's Adult Corrections Facility (Jail) from October 1, 2019 to

September 30, 2024.

**Attachments:** [NAVY IGSA](#)

*Jim Chamernik, Sheriff's Office, presented an agreement between the County and the Navy to house detainees at the jail.*

**A motion was made by Member Wasik, seconded by Member Wilke, 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 Pedersen, Member Wasik and Member Wilke

**Not Present:** 1 - Member Didech

### **PUBLIC WORKS, PLANNING & TRANSPORTATION**

#### **7.13 [19-1386](#)**

Joint resolution authorizing an agreement with Baxter and Woodman, Crystal Lake, Illinois, for engineering services for annual inflow and infiltration (I&I) monitoring and sanitary sewer evaluation survey (SSES) services.

**Attachments:** [19-1386 Baxter & Woodman 19023-5 Award Information.pdf](#)  
[19-1386 Baxter & Woodman 19023-5 Master Agreement 2019.08.13.pdf](#)  
[19-1386 Baxter & Woodman 19023-5 Scoring Matrix.pdf](#)  
[19-1386 Baxter & Woodman Vendor Disclosure Form](#)

*Public Works Director Rodney Worden reviewed the scope of the agreement. Fox Lake Hills will be assessed but additional areas will also be studied. Discussion ensued.*

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

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

**Not Present:** 1 - Member Didech

#### **7.14 [19-1394](#)**

Ordinance amending the water, pretreatment, and sewer ordinances for Lake County systems.

**Attachments:** [19-1394 LCPW CMOM.pdf](#)  
[19-1394 Pretreatment Ordinance.pdf](#)  
[19-1394 Sewer Use Ordinance.pdf](#)  
[19-1394 Water Use Ordinance.pdf](#)

*Public Works Director Rodney Worden reviewed the proposed amendments to Chapters 52 and 53 of the Lake County Code of Ordinances. Discussion ensued.*

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

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

**Not Present:** 1 - Member Didech

**7.15 [19-1375](#)**

Joint resolution authorizing a contract with Traffop Corporation, Scottsdale, Arizona, for a one-year initial term with options for four one-year renewals, for an Automated Traffic Signal Performance Measure Solution for Lake County Division of Transportation in the amount of \$482,700 and appropriating \$531,000 of ¼ percent Sales Tax for Transportation funds.

**Attachments:** [19-1375 Traffic Signal Performance Measures - 19072 Award Information](#)  
[19-1375 Traffic Signal Performance Measures - Vendor Disclosure](#)

*Division of Transportation Director Shane Schneider reviewed the contract terms with Traffop Corporation for automated traffic signal performance measures related to PASSAGE. This system will provide real time data and allow Lake County to consider system-wide improvements. Discussion ensued.*

*(Member Didech arrived at 8:49 a.m.)*

**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

**7.16 [19-1361](#)**

Joint resolution authorizing a contract with Meade, Inc., Willowbrook, Illinois, in the amount of \$926,165.14 for the maintenance of traffic control signals, street lights, and Lake County PASSAGE field elements, under the applicable Illinois Highway Code, from December 1, 2019, to November 30, 2020, and appropriating \$1,187,000 of Motor Fuel Tax (MFT) funds, \$1,112,000 for maintenance and \$75,000 for electrical service.

**Attachments:** [19-1361 Bid Tab - Traffic Signal Maintenance](#)  
[19-1361 Vendor Disclosure - Meade](#)

*Division of Transportation Director Shane Schneider reported that this contract with Meade will provide maintenance of traffic signals, street lights, and PASSAGE field elements.*

**A motion was made by Member Pedersen, 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

7.17 [19-1369](#)

Joint resolution authorizing an agreement with Baxter and Woodman, Crystal Lake, Illinois, to provide Phase II design engineering services for improvements to the intersection of Hunt Club Road at Washington Street in Gurnee, Illinois, at a maximum cost of \$847,415.06 and appropriating \$1,020,000 of ¼% Sales Tax for Transportation funds.

**Attachments:** [19-1369 Hunt Club Road at Washington Street Intersection Improvement](#)  
[19-1369 Vendor Disclosure - Baxter & Woodman](#)

*Division of Transportation Director Shane Schneider reported that the Washington Street and Hunt Club Road intersection is the busiest Lake County-owned intersection. This project includes dual left turn lanes and dedicated right turn lanes. Discussion ensued.*

**A motion was made by Member Didech, 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

7.18 [19-1385](#)

Joint resolution authorizing an agreement with Donohue and Associates, Inc., Chicago, Illinois, for engineering services for sanitary sewer system modelling and capacity analysis, design and construction oversight.

**Attachments:** [19-1385 Donohue 19023-7 Award Information.pdf](#)  
[19-1385 Donohue 19023-7 Master Agreement 2019-08-13.pdf](#)  
[19-1385 Donohue 19023-7 Vendor Disclosure.pdf](#)  
[19-1385 Donohue 19023-7 Scoring Matrix.pdf](#)

*Public Works Director Rodney Worden reported that this engineering contract will provide sanitary sewer system modelling and capacity analysis, design and construction services. The first project includes the Des Plaines River Water Reclamation Facility and Southeast Interceptor Capacity Analysis. Discussion ensued.*

**A motion was made by Member Vealitzek, 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

7.19 [19-1387](#)

Joint committee action approving Change Order Number One with RHMG Engineers, Inc., Mundelein, Illinois, for the Supplementary Planning Work to reduce the scope of work for the Vernon Hills Water System Reservoir, which includes a decreased contract amount.

**Attachments:** [Vendor Disclosure Statement 8-20-19](#)

**A motion was made by Member Carlson, seconded by Member Didech, that this item be approved. The motion carried unanimously.**

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

**FINANCIAL & ADMINISTRATIVE**

7.20 [19-1395](#)

Resolution authorizing a contract with McDonough Mechanical Services, Inc., Waukegan, Illinois, for the Heating, Ventilation and Air Conditioning (HVAC) Replacement Project at the Belvidere Health Center and Belvidere Health Center Annex on behalf of the Lake County Health Department and Community Health Center in the amount of \$958,505.

**Attachments:** [Vendor Disclosure](#)  
[19133 Award Information](#)  
[Bid Tab](#)  
[Bid Document](#)

*Facilities and Construction Services Director Carl Kirar reported that this work will replace Health Department equipment that is at the end of its useful life. The new equipment will result in energy efficiencies and additional cost savings. Discussion ensued regarding efficiency of equipment and the ability to regulate temperatures in offices.*

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

**Not Present:** 1 - Member Pedersen

7.21 [19-1396](#)

Resolution authorizing a contract with Mechanical, Inc., Freeport, Illinois, for mechanical infrastructure projects including air handling unit (AHU) replacement, smoke evacuation system upgrade and chiller demolition in the Lake County Jail in the amount of \$6,963,000.

**Attachments:** [Vendor Disclosure](#)  
[19132 Bid Tab](#)  
[19132 Award Information](#)  
[19132 Bid Final](#)

*Facilities and Construction Services Director Carl Kirar reported that this contract will replace outdated equipment at the jail. Discussion ensued regarding the timing and coordination of the project.*

**A motion was made by Member Wasik, 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

**7.22 [19-1360](#)**

Resolution authorizing a contract with CDWG, Vernon Hills, Illinois, in an amount of \$53,109.40 to allow the remote workforce access to required work applications via Citrix Workspace.

**Attachments:** [CDWG Citrix](#)  
[Vendor Disclosure Form CDWGCitrix](#)

*Information Technology Director Chris Blanding reported that this contract with CDWG allows the County to use the Citrix Workspace system for remote access to Lake County's network. Discussion ensued.*

**A motion was made by Member Wasik, 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

**7.23 [19-1371](#)**

Resolution authorizing an agreement with ICMA-RC for deferred compensation record-keeping and plan administration services.

**Attachments:** [Overall Scoresheet for County Board.pdf](#)  
[Vendor Disclosure.pdf](#)  
[ICMA-RC Administrative Services Agreement Sample.pdf](#)  
[19047 Award Recommendation.pdf](#)  
[457\(b\) Point Paper - Final.pdf](#)

*Human Resources Director Rodney Marion, Chris Kopka, Human Resources, and Annette Becker, Gallagher, presented a contract with ICMA-RC for the administration of the County's deferred compensation plan 457(b). The existing contract with Nationwide*

*Retirement expires on August 31, 2019 and a formal review by the County's 457 Retirement Plan Committee recommends a contract with ICMA-RC following RFP issuance and review in accordance with the County's procurement processes. Substantial discussion ensued regarding the 457 Retirement Committee's evaluation process and the potential benefits in changing vendors. Members requested additional information regarding the proposed vendor prior to making a decision. Staff will send information to board members in response to the questions received and the item will be brought back at the next committee meeting for action.*

**A motion was made by Member Wasik, seconded by Member Didech, that this resolution be postponed to the September 26, 2019. 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 [19-1372](#)**

Resolution authorizing the appointment of Christine Kopka, Assistant Director of Human Resources and Risk Manager, as the Lake County Deferred Compensation 457(b) Plan's Authorized Agent.

**A motion was made by Member Wasik, seconded by Member Vealitzek, that this resolution be postponed to the September 26, 2019 meeting. 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 [19-1409](#)**

Resolution approving the Lake County Fiscal Year (FY) 2020 Health Insurance Plan.

*Human Resources Director Rodney Marion and Chris Kopka, Human Resources, reviewed proposed changes to the 2020 health insurance which provide multiple options to the Consumer Driven Health Plan. Discussion ensued regarding potential tiered premium options but the general consensus was to postpone any action on this until next year to allow Human Resources to fully research and properly communicate this information to employees.*

**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

**7.26 [19-1406](#)**

Resolution authorizing a Collective Bargaining Agreement (CBA) with the Metropolitan Alliance of Police Chapter 481, as the exclusive representative for the Law Enforcement Sergeants Employee's Bargaining Unit of the Lake County Sheriff's Office.

**Attachments:** [2016-2019 Law Enforcement Sergeants \(redline\)](#)

*Human Resources Director Rodney Marion reviewed the terms of the CBA with the Metropolitan Alliance of Police Chapter 481.*

**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

**7.27 [19-1407](#)**

Resolution authorizing a Collective Bargaining Agreement (CBA) with the Metropolitan Alliance of Police Chapter 482, as the exclusive representative for the Law Enforcement Lieutenants Employee's Bargaining Unit of the Lake County Sheriff's Office.

**Attachments:** [2016-2019 Law Enforcement Lieutenants](#)

*Human Resources Director Rodney Marion presented the terms of the CBA with the Metropolitan Alliance of Police Chapter 482.*

**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

**7.28 [19-1383](#)**

Discussion of Vendor Disclosure Policy.

**Attachments:** [Vendor Disclosure Memo](#)

*Finance and Administrative Services Director Patrice Sutton and RuthAnne Hall, Purchasing, reviewed the challenges the Finance and Administrative Services Department is facing in collecting vendor disclosure statements. They sought direction on how to effectively execute the Committee's request in a logistic manner. Substantial discussion ensued.*

*Director Sutton also sought direction regarding election contribution disclosures. Director Sutton stated she will amend the Vendor Disclosure Policy per committee direction and discussion and present at the next committee meeting.*

**This matter was discussed.**

**8. Executive Session**

*Executive Session was entered into at 10:47 a.m.*

**A motion was made by Member Didech, seconded by Member Wilke, that this item be to go into Executive Session. The motion carried by the following vote:**

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

8.1 [19-1373](#)

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

**Litigation was discussed in Executive Session.**

*Executive Session was adjourned at 10:52 a.m.*

**A motion was made by Member Didech, seconded by Member Wilke, that this item be to come out of Executive Session. The motion carried unanimously.**

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

8.1A [19-1389](#)

Committee action authorizing settlement litigation.

**A motion was made by Member Didech, seconded by Member Vealitzek, to authorize settlement regarding litigation. The motion carried unanimously.**

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

9. **County Administrator's Report**

*Deputy County Administrator Jim Hawkins introduced himself as the new Deputy County Administrator and Matt Meyers as an Assistant County Administrator.*

9.1 [19-1390](#)

Monthly Financial Report

**Attachments:** [Monthly Report - July 2019.pdf](#)

*Finance and Administrative Services Director Patrice Sutton presented the monthly financial report.*

**This matter was discussed**

11. **Members Remarks**

*There were no remarks from members.*

12. **Adjournment**

**Chair Frank adjourned the meeting at 10:55 a.m.**

**Next Meeting: September 26, 2019**

*Minutes prepared by Blanca Vela-Schneider.*

*Respectfully submitted,*

\_\_\_\_\_  
*Chair*

\_\_\_\_\_  
*Vice-Chair*

\_\_\_\_\_  
*Financial and Administrative Committee*