

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, August 2, 2017

1:00 PM

Assembly Room, 10th Floor

Financial and Administrative Committee

1. Call to Order

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

Present 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent 1 - Member Hewitt

Others present:

Aaron Lawlor, County Board Chairman

Mary Ross Cunningham, County Board Member

Judy Martini, County Board Member

Tom Weber, County Board Member

Jeri Barr, Grant Township

Erica Berman, Human Resources

Chris Blanding, Information Technology

Barry Burton, County Administrator

Jim Chamernik, Sheriff's Office

Anthony Cooling, Finance and Administrative Services

Danny Davis, Courts Administration

Laura Diver, Forest Preserve District

Paul Fetherston, Assistant County Administrator

Eric Foote, Community Development

Karen Fox, State's Attorney Office

Al Giertych, Division of Transportation

Ben Gilbertson, County Administrator's office

Gary Gordon, Finance and Administrative

Rose Gray, Sheriff's Office

Dave Hare, Sheriff's Office

Karla Hasty, Human Resources

Ryan Horne, Finance and Administrative Services

Doretha Johnson, Division of Transportation

Chris Kopka, Human Resources

Rodney Marion, Human Resources

Monica McClain, Human Resources

Amy McEwan, Deputy County Administrator

Debra Nieto, County Clerk's Office

Jerry Nordstrom, Health Department

Jorge Ortiz, Nineteenth Judicial Circuit Court Chief Judge

Alan Pennington, Matrix Consulting Group

Forest Pennington, Information Technology

Phil Perna, Public Works

Jennifer Serino, Workforce Development

Lorry Spencer, Grant Township

Jay Ukena, Nineteenth Judicial Circuit Court Judge
Jennie Vana, Communications
Blanca Vela Schneider, County Board Office
David Wathen, Sheriff's Office
Dakisha Wesley, Assisant County Administrator
Michael Wheeler, Finance and Administrative Services
Teri White, State's Attorney Office
Dawn Wucki-Rossbach, Sheriff's Office
Carla Wyckoff, County Clerk

2. Pledge of Allegiance

County Board Chairman Aaron Lawlor led the Pledge of Allegiance.

Chair Rummel, noting that a quorum of the Committee is physically present, reported that Member Bartels will participate in the meeting electronically due to an illness.

3. Approval of Minutes

3.1 [17-0830](#)

Minutes from June 28, 2017.

A motion was made by Member Durkin, seconded by Member Pedersen, that the minutes for items 3.1 through 3.3 be approved. The motion carried by the following vote.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

3.2 [17-0831](#)

Executive Session minutes from June 28, 2017.

A motion was made by Member Durkin, seconded by Member Pedersen, that the minutes for items 3.1 through 3.3 be approved. The motion carried by the following vote.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

3.3 [17-0832](#)

Executive Session minutes from June 28, 2017.

A motion was made by Member Durkin, seconded by Member Pedersen, that the minutes for items 3.1 through 3.3 be approved. The motion carried by the following vote.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

4. Addenda to the Agenda

Chair Rummel noted item 8.15 was amended at the Health and Community Services Committee and today's consideration will be based on the amended version.

5. Public Comment

Grant Township Assessor Jeri Barr spoke in regard to Lake County's assessment process. She indicated Chief County Assessor Marty Paulson has a different interpretation of the property tax code and that is not reflective of the interpretation by township assessors. Ms. Barr stated a four year assessment cycle negatively affects individual tax assessments in that many homeowners could be paying more than they should due to across the board increases. Assessments that are only altered through the appeal process decreases uniformity. She noted Waukegan Township was allowed to make 4,734 changes, but Grant and Libertyville's changes were reversed. She reported that her township's changes were sent to the State's Attorney Office for their review today. Chair Rummel thanked Ms. Barr for her comments.

6. Chairman's Remarks

Chair Rummel reported he attended the 109th celebration of Lake Forest Day.

Chair Rummel thanked staff for their efforts during the recent flood event.

Chair Rummel noted County Administrator Barry Burton will provide an update regarding the judgement in the litigation on the Rollins Road Expansion Project during his Administrator's Report.

7. Old Business

There was no old business to conduct.

8. New Business

CONSENT AGENDA (Items 8.1 - 8.9)

LAW & JUDICIAL

8.1 [17-0812](#)

Joint resolution authorizing the renewal of the State's Attorney's Law Enforcement Response to Drugs - Drug Prosecution grant program, awarded by the Illinois Criminal Justice Information Authority (ICJIA), including \$150,000 in federal funds.

A motion was made by Member Carlson, seconded by Member Pedersen, that the consent agenda items 8.1 through 8.9 be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.2 [17-0815](#)

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 Carlson, seconded by Member Pedersen, that the consent agenda items 8.1 through 8.9 be recommended for adoption to the County Board agenda. The motion carried unanimously.

Absent: 1 - Member Hewitt

PUBLIC WORKS AND TRANSPORTATION

8.3 [17-0834](#)

Joint resolution authorizing a five-year lease agreement, with two successive five-year renewal options, with Verizon Wireless of Basking Ridge, New Jersey, to maintain telecommunications equipment on the Lake County Water Tower at 30109 North Park Lane Green Oaks, Illinois.

A motion was made by Member Carlson, seconded by Member Pedersen, that the consent agenda items 8.1 through 8.9 be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.4 [17-0809](#)

Joint resolution authorizing a contract with Peter Baker and Son Company, Lake Bluff, Illinois, in the amount of \$32,409.69 for the Hot-Mix Asphalt (HMA) surface removal, patching and construction of HMA Leveling Binder and Surface Course Lifts on 11th Street in the Benton Township Road District, which will be improved under the Illinois Highway Code for a total of .11 miles, and designated as Section 17-03114-00-GM.

A motion was made by Member Carlson, seconded by Member Pedersen, that the consent agenda items 8.1 through 8.9 be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.5 [17-0817](#)

Joint resolution authorizing an agreement for professional engineering services with Infrastructure Management Services (IMS), Rolling Meadows, Illinois, at a maximum cost of \$80,000, for the annual pavement testing services and associated components, appropriating \$100,000 of Matching Tax funds, and designated as Section 17-00219-00-ES.

A motion was made by Member Carlson, seconded by Member Pedersen, that the

consent agenda items 8.1 through 8.9 be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.6 [17-0819](#)

Joint resolution appropriating \$716,400 of Motor Fuel Tax funds for the purpose of maintaining streets and highways, including utility services, under the applicable Illinois Highway Code, from December 1, 2017 to November 30, 2018, and \$100,000 of Matching Tax funds for deicing materials, and designated as Section 18-00000-00-GM.

A motion was made by Member Carlson, seconded by Member Pedersen, that the consent agenda items 8.1 through 8.9 be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.7 [17-0810](#)

Joint resolution authorizing a contract with Peter Baker and Son Company, Lake Bluff, Illinois, in the amount of \$102,714.52 for resurfacing and patching in Newport Township Road District, and designated as Section 17-11112-00-GM.

A motion was made by Member Carlson, seconded by Member Pedersen, that the consent agenda items 8.1 through 8.9 be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

FINANCIAL & ADMINISTRATIVE

8.8 [17-0769](#)

Report from Carla N. Wyckoff, County Clerk, for the month of June 2017.

A motion was made by Member Carlson, seconded by Member Pedersen, that the consent agenda items 8.1 through 8.9 be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.9 [17-0770](#)

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of June 2017.

A motion was made by Member Carlson, seconded by Member Pedersen, that the

consent agenda items 8.1 through 8.9 be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

REGULAR AGENDA

LAW & JUDICIAL

8.10 [17-0816](#)

Joint resolution authorizing an amendment for an extension and increase of federal funding for the State's Attorney's Victim of Crime Act (VOCA) Prosecutor Based Victim Services grant program number 215277, awarded by the Illinois Criminal Justice Information Authority (ICJIA), which will continue to support the program through December 31, 2017, and an emergency revenue appropriation of \$19,103.

Teri White of the State's Attorney Office reported the Illinois Criminal Justice Information Authority (ICJIA) is changing the grant cycle from a termination date of September 30 to December 31. The emergency appropriation funding will continue to support the program for the additional three months.

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.11 [17-0818](#)

Joint resolution authorizing an amendment and increase of federal funding for the State's Attorney's Victim of Crime Act (VOCA) Prosecutor Based Victim Services grant program number 215936, awarded by the Illinois Criminal Justice Information Authority (ICJIA), which will continue to support the program through December 31, 2017, and an emergency revenue appropriation of \$19,236.

Teri White of the State's Attorney Office reported the Illinois Criminal Justice Information Authority (ICJIA) is changing the grant cycle from a termination date of September 30 to December 31. The emergency appropriation funding will continue to support the program for the additional three months.

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.12 [17-0788](#)

Joint resolution accepting the Behavioral Health Treatment Court Collaborative (BHTCC) grant number 5H79SM061684, awarded by the United States Department of Health and Human Services, Substance Abuse and Mental Health Services Administration (SAMHSA) for the period of September 30, 2017 through September 29, 2018, which will continue to support the Nineteenth Judicial Circuit's programming in this area, and authorizing an emergency appropriation with offsetting revenue, in the amount of \$291,985.

Rose Gray of Court Services reported this collaborative grant is utilized for high risk offenders and the problem-solving court. This is the fourth year the Nineteenth Judicial Circuit Court has received this grant. This grant also provides collaboration with court partners and community program providers.

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.13 [17-0792](#)

Joint resolution accepting the Adult Redeploy Illinois (ARI) grant, awarded by the Illinois Criminal Justice Information Authority (ICJIA) for the period of July 1, 2017 through June 30, 2018, which will continue to support the Nineteenth Judicial Circuit's programming in this area, and authorizing an emergency appropriation with offsetting revenue, in the amount of \$225,440.

Rose Gray of the Courts Services reported the grant will provide residential treatment for high risk and high need offenders who are chemically dependent, require recovery coaching services, and need access to recovery home services.

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.14 [17-0825](#)

Joint resolution authorizing the addition of seven temporary positions to the General Operating Expense (GOE) for the purpose of providing staff relief at the Lake County Jail. The positions will be filled and managed by the Sheriff's Office (SO).

Finance and Administrative Services Director Gary Gordon reported the Sheriff's Office has requested to add seven new positions to staff an additional jail pod. The County is already funding these positions through overtime. He indicated the positions could be funded through the General Operating Fund with the provision that if the pod closes, these

positions would be terminated and the monies would remain in the General Operating Fund. He noted the employees in these positions would likely be transferred to fill vacancies within the Sheriff's Office and funded in that department. Member Carlson noted the extensive discussion held in the Law and Judicial (L&J) Committee. Concern had been expressed at L&J that data has not been made available by the Courts for County Board review. County Administrator Barry Burton reported the data sharing issue will be discussed between he and Court Administrator Danny Davis. Discussion ensued.

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

HEALTH & COMMUNITY SERVICES

8.15 [17-0550](#)

Joint resolution approving the 2017 Housing and Community Development Annual Action Plan, authorizing all necessary correspondence for the distribution and implementation of the plan with the United States Department of Housing and Urban Development (HUD).

Eric Foote of Community Development reported the Housing and Community Development Commission voted to approve the 2017 Housing and Community Development Annual Action Plan. The Health and Community Services committee amended the approval to move \$45,000 of unallocated funding to assist Catholic Charities in providing approximately nine weeks of assistance to those displaced by the recent flood.

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: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.16 [17-0840](#)

Joint resolution accepting a Lake County Video Gaming Funds grant and authorizing an emergency appropriation in the amount of \$120,000.

Jerry Nordstrom of the Health Department reported the Video Gaming policy provides grant funds to organizations based upon services directly related to video gaming addiction or behavior health related issues. The Health Department was awarded \$120,000 in grant funding after the County adopted its fiscal year (FY) 2017 budget for mental health services. The funding will be used to hire two case managers to provide support services to help those experiencing mental health issues or are homeless due to their mental capacity. Chair Rummel noted the County does not use its video gaming

revenue to fund operating costs but uses it specifically for the betterment of the community.

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: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.17 [17-0824](#)

Joint committee action approving Change Order Number One for contracts for Youth Program Services with various firms for Lake County Workforce Development.

Jennifer Serino reported there is a need for a change order to the Youth Program to approve funding at a lower amount. One contractor did not have the capacity to hire youths, and two contractors have demonstrated they are able to utilize the programming with less funding.

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

PUBLIC WORKS & TRANSPORTATION

Member Taylor reviewed items 8.18 through 8.28.

8.18 [17-0839](#)

Joint resolution authorizing a contract with Menoni and Mocogni, Inc., Highland Park, Illinois, for the purchase of sand, gravel, stone, and spoil removal services in an estimated amount of \$226,765.

A motion was made by Member Taylor, seconded by Member Pedersen, that items 8.18 through 8.28 be recommended for approval to the County Board agenda. Motion carried by the following vote:

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.19 [17-0795](#)

Joint resolution authorizing the waiver of flood repair-related permit fees and the reduction of septage disposal fees.

A motion was made by Member Taylor, seconded by Member Pedersen, that items 8.18 through 8.28 be recommended for approval to the County Board agenda. Motion carried by the following vote:

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.20 [17-0807](#)

Joint resolution authorizing a contract with Copenhaver Construction, Gilberts, Illinois, in the amount of \$297,159.36 for the Rollins Road at Wilson Boulevard drainage improvement, and designated as Section 15-00080-60-DR.

A motion was made by Member Taylor, seconded by Member Pedersen, that items 8.18 through 8.28 be recommended for approval to the County Board agenda.

Motion carried by the following vote:

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.21 [17-0808](#)

Joint resolution authorizing a contract with Berger Excavating Contractors, Wauconda, Illinois, in the amount of \$6,137,676.24 for the Wilson Road at Nippersink Road roadway construction improvement, and designated as Section 03-00070-06-CH.

A motion was made by Member Taylor, seconded by Member Pedersen, that items 8.18 through 8.28 be recommended for approval to the County Board agenda.

Motion carried by the following vote:

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.22 [17-0811](#)

Joint resolution authorizing a contract with Semper Fi Land Services, Inc., Aurora, Illinois, in the amount of \$1,254,428.47 for the construction of the Buffalo Creek Wetland Mitigation Bank, and designated as Section 01-00000-00-ES.

A motion was made by Member Taylor, seconded by Member Pedersen, that items 8.18 through 8.28 be recommended for approval to the County Board agenda.

Motion carried by the following vote:

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.23 [17-0835](#)

Joint resolution authorizing an agreement for Phase III professional engineering services with Hey and Associates, Volo, Illinois, for the construction of a proposed wetland mitigation bank at the Buffalo Creek Forest Preserve at a maximum cost of services described as \$213,500, appropriating \$260,000 of County Bridge Tax funds for these engineering services, and designated as Section 01-00000-00-ES.

A motion was made by Member Taylor, seconded by Member Pedersen, that items 8.18 through 8.28 be recommended for approval to the County Board agenda.

Motion carried by the following vote:

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.24 [17-0836](#)

Joint resolution authorizing an agreement with Hampton, Lenzini, and Renwick, Inc., Elgin, Illinois, at a cost of \$256,683.98, for Phase I preliminary engineering and Phase II design engineering services to repair or replace three culverts crossing at Hutchins Road at Mill Creek Road, appropriating \$310,000 of County Bridge Tax funds, and designated as Section 17-00275-02-BR.

A motion was made by Member Taylor, seconded by Member Pedersen, that items 8.18 through 8.28 be recommended for approval to the County Board agenda.

Motion carried by the following vote:

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.25 [17-0821](#)

Joint resolution authorizing an agreement with the Lakes Region Sanitary District (LRSD) for the intersection improvement of Rollins Road at Wilson Boulevard, and designated as Section 15-00080-60-DR.

A motion was made by Member Taylor, seconded by Member Pedersen, that items 8.18 through 8.28 be recommended for approval to the County Board agenda.

Motion carried by the following vote:

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.26 [17-0822](#)

Joint resolution authorizing an agreement with the Grant Township Road District for the intersection improvement of Wilson Road at Nippersink Road, and designated as Section 03-00070-06-CH.

A motion was made by Member Taylor, seconded by Member Pedersen, that items 8.18 through 8.28 be recommended for approval to the County Board agenda.

Motion carried by the following vote:

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.27 [17-0814](#)

Joint resolution authorizing a quitclaim deed in trust for conveying an excess parcel of County owned property located at 21st Street and Bethlehem Avenue, Zion, Illinois, to the Zion Park District.

A motion was made by Member Taylor, seconded by Member Pedersen, that items 8.18 through 8.28 be recommended for approval to the County Board agenda.

Motion carried by the following vote:

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.28 [17-0823](#)

Joint resolution ratifying an emergency procurement contract with Lake County Grading, Libertyville, Illinois, in the amount of \$259,517.50 for contractual construction services required to replace the collapsed culvert under Gages Lake Road, between Hunt Club Road and Illinois Route 21, appropriating \$300,000 of County Bridge Tax funds, and designated as Section 17-00179-04-DR.

A motion was made by Member Taylor, seconded by Member Pedersen, that items 8.18 through 8.28 be recommended for approval to the County Board agenda.

Motion carried by the following vote:

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

FINANCIAL & ADMINISTRATIVE

8.29 [17-0806](#)

Ordinance amending a previous ordinance designating the voting sites assigned for 20 of the 415 precincts in Lake County Townships.

County Clerk Carla Wyckoff and Debra Nieto of the County Clerk's Office presented. Clerk Wyckoff reviewed the various polling site relocations. Discussion ensued regarding the number of schools requesting voting services be removed from their location.

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

8.30 [17-0846](#)

Discussion regarding Matrix Consulting Group's recommendations regarding Payroll and Human Resources Operations Assessment.

Human Resources (HR) Director Rodney Marion, Chris Kopka and Erica Berman of HR, and Alan Pennington of Matrix Consulting Group presented. Mr. Marion indicated Lake County engaged Matrix Consulting Group to evaluate HR's systems and payroll process.

Mr. Pennington reviewed Phase I findings. There is a need to standardize functions in the payroll process to ensure consistency and eliminate work arounds. There is also a need to define and distinguish the roles of departmental staff and HR staff. Final approval of payroll-related items should be with Central Payroll. It was noted HR Generalists tend to be more transactional and there is a need to shift their roles to be less transactional and more technical so that it allows the HR Director to focus on larger scale issues. The system the County uses for HR services is not as efficient as it should be and the County needs to consider upgrading or replacing the system with one with more capabilities. Finally, the County needs to consider whether payroll services should be outsourced.

Mr. Marion clarified there is a need to shift salary employees from a current pay schedule to a five day holdback, consistent with the hourly employees. Mr. Marion suggested this may be achieved by allowing employees to use vacation time to address the gap in salary during the shift to a five day holdback process. Discussion ensued. Mr. Pennington indicated moving everyone to a standardize payroll process is important if the County chooses to outsource its payroll services.

Ms. Kopka reported a request for proposal (RFP) would be needed to shift to a traditional payroll provider. In the event the County is successful in finding a new payroll provider, the County would then look to obtain a compatible Human Resource Information System (HRIS). In the event the County is unsuccessful in finding a new provider, the County would issue an RFP for a combined payroll and HRIS. It was noted that the cost to move to a new system would be comparable with the costs associated with operating and maintaining the existing system. Ms. Kopka reported staff would like to release the RFP as soon as possible. Substantial discussion ensued.

This matter was discussed.

8.31 [17-0847](#)

Discussion regarding contracting for a Lake County's Investment Management/ Financial Advisor for retirement plan consulting services.

Human Resources (HR) Director Rodney Marion and Chris Kopka of HR presented. The County uses Nationwide for retirement investment services. Nationwide, which as been providing automatic fund options, has indicated that the assets in the County's program has reached an amount where the County's involvement in the selection of fund options is required. The County does not have enough experience in selecting such funds and would like to outsource this service to Gallagher Basset. The cost for these services is \$38,000 annually and will be funded by the employees who use this service. The consensus of the Committee was to have this item go out to bid. Discussion ensued.

This matter was discussed.

8.32 [17-0408](#)

Update on legislative initiatives.

Lake County Board Chairman Aaron Lawlor reported he we will be appointing an ad hoc legislative commmittee that will be more engaged in the County's legislative program. He stated County Board Members Diane Hewitt and Sidney Mathias will cochair the committee. Final approval of the legislative program will remain with the Financial and Administrative Committee. Discussion ensued.

This matter was discussed.

9. **Executive Session**

Executive Session was entered into at 2:38 p.m.

A motion was made by Member Carlson, seconded by Member Durkin, to go into Executive Session. The motion carried unanimously.

Aye: 5 - Chair Rummel, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

Not Present: 1 - Vice Chair Bartels

9.1 [17-0841](#)

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

This matter was discussed in Executive Session.

Executive Session was adjourned at 2:58 p.m.

A motion was made by Member Durkin, seconded by Member Pedersen, to come out of Executive Session. The motion carried unanimously.

Aye: 5 - Chair Rummel, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

Not Present: 1 - Vice Chair Bartels

Executive Session was entered into at 2:59 p.m.

A motion was made by Member Pedersen, seconded by Member Durkin, to go into Executive Session. The motion carried unanimously.

Aye: 5 - Chair Rummel, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

Not Present: 1 - Vice Chair Bartels

9.2 [17-0844](#)

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

This matter was discussed in Executive Session.

Executive Session was adjourned at 3:11 p.m.

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

Aye: 5 - Chair Rummel, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

Not Present: 1 - Vice Chair Bartels

(Member Bartels rejoined the meeting via telephone.)

9.1A [17-0842](#)

Committee action authorizing reclassification of a position in the 19th Judicial Circuit Court.

A motion was made by Member Pedersen, seconded by Member Taylor, that a reclassification in the Nineteenth Judicial Court be approved. Motion carried by voice vote.

Aye: 5 - Chair Rummel, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Abstain: 1 - Vice Chair Bartels

Absent: 1 - Member Hewitt

9.2A [17-0845](#)

Committee action authorizing settlement authority.

A motion was made by Member Durkin, seconded by Member Carlson, that the settlement amount in the Strong case be approved. Motion carried by voice vote.

Aye: 5 - Chair Rummel, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Abstain: 1 - Vice Chair Bartels

Absent: 1 - Member Hewitt

10. County Administrator's Report

County Administrator Barry Burton reported the Rollins Road project was accelerated through an eminent domain process, which allowed the County to take the needed land immediately to permit construction of the road, while the fair-market value of the land was determined at a later date. The County's original offer of \$2,700,000 was rejected by the property owner. The jury awarded the property owner \$7,100,000 after a two week trial. The County did budget for the potential of a higher amount but hoped it would have cost less. County Administrator Burton apologized for the not providing the County Board with timely notification, noting that the judgement occurred during the flood and it was an inadvertent mistake. Discussion ensued.

10.1 [17-0849](#)

Update on the 2018 State budget.

Finance and Administrative Services Director Gary Gordon reported on the preliminary Illinois State budget impact for Lake County. The estimated total impact to the County is \$2,100,000. The State has imposed a two percent (permanent reduction) fee, \$636,000, for collecting RTA sales taxes and distributing it to local municipalities. The Division of Transportation believes this amount can be absorbed in their budget but may require a delay in projects or favorable bids.

The personal property replacement tax (PPRT) may have a potential ongoing impact to the County. In addition to the tax being down from economic factors, the State is also diverting portions of the PPRT to other expenses prior to distribution. This is estimated to impact the County by \$744,000. Although the State has indicated this is a temporary reduction, this is not likely to go away.

The State is also imposing a one-time 10 percent reduction in the local impact distribution fund (income tax) at an estimated amount of \$770,000.

The State budget includes a five percent across the board reduction for State agencies. The County does not know how the agencies will absorb these reductions which can further impact Lake County by approximately \$825,000. Discussion ensued.

This matter was discussed.

11. **Members Remarks**

There were no remarks from members.

12. **Adjournment**

The meeting was adjourned at 3:30 p.m.

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Absent: 1 - Member Hewitt

Next Meeting: August 30, 2017

Meeting minutes prepared by Blanca Vela Schneider.

Respectfully submitted,

Chairman

Vice Chairman

Financial and Administrative Committee