

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, October 31, 2012

1:00 PM

Assembly Room

Financial and Administrative Committee

1. Call to Order

Chair Paxton called the meeting to order at 1:01 p.m.

Present 6 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor, Chair Paxton and Member Taylor

Absent 1 - Member O'Kelly

Others present:

Barry Burton, County Administrator

David Stolman, County Board Chairman

Amy McEwan, County Administrator's Office

Gary Gordon, Financial & Administrative Services

Patrice Sutton Burger, Financial & Administrative Services

RuthAnne Hall, Financial & Administrative Services

Mike Gavin, Financial & Administrative Services

Anita Patel, Financial & Administrative Services

Kurt Schultz, Financial & Administrative Services

Sabrina Cotta, Financial & Administrative Services

Chris Creighton, Financial & Administrative Services

Brooke Hooker, County Administrator's Office

Pam Riley, Health Department

Jennifer Serino Stasch, Workforce Development

John Barker, IT

Lee Burton, IT

Artis Yancey, Lake County Coroner's Office

Rodney Marion, Human Resources

Carol Calabresa, Board Member

Pat Carey, Board Member

Steve Carlson, Board Member

Bonnie Carter, Board Member

Linda Pedersen, Board Member

Betsy Lassar, Lake County Housing Action Coalition

Jane Tallitsch, County Board Office

2. Pledge of Allegiance

Chair Paxton lead the group in the Pledge of Allegiance.

3. Approval of Minutes

3.1 12-1229

Executive session minutes from September 5, 2012.

A motion was made by Member Mountsier, seconded by Member Taylor, that the executive session minutes of September 5, 2012 be approved. Motion carried by the following vote:

Aye: 6 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor, Chair Paxton and Member Taylor

Not Present: 1 - Member O'Kelly

3.2 12-1228

Executive session minutes from September 5, 2012.

A motion was made by Member Mountsier, seconded by Member Taylor, that executive session minutes from September 5, 2012 be approved. Motion carried by the following vote:

Aye: 6 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor, Chair Paxton and Member Taylor

Not Present: 1 - Member O'Kelly

3.3 12-1230

Minutes from October 3, 2012.

A motion was made by Member Mountsier, seconded by Member Taylor, that the meeting minutes of October 3, 2012 be approved. Motion carried by the following vote:

Aye: 6 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor, Chair Paxton and Member Taylor

Not Present: 1 - Member O'Kelly

3.4 12-1227

Executive session minutes from October 3, 2012.

A motion was made by Member Mountsier, seconded by Member Taylor, that the executive session minutes of October 3, 2012 be approved. Motion carried by the following vote:

Aye: 6 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor, Chair Paxton and Member Taylor

Not Present: 1 - Member O'Kelly

4. Added to Agenda

There were no agenda items added. (Member O'Kelly entered meeting.)

5. Public Comment

There were no public comments.

6. Old Business

There was no old business to conduct.

7. New Business

Executive Session

A motion was made by Member Mountsier, seconded by Member Taylor, that this committee go into executive session. The motion carried unanimously.

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor, Member O'Kelly, Chair Paxton and Member Taylor

7.1 12-1232

Executive session to discuss a personnel matter 5 ILCS 120/2(c).

Health & Community Services

7.2 12-1211

Joint resolution authorizing an emergency appropriation in the amount of \$1,161,797 in the FY 2012 budget as a result of ten new grants, a grant increase and other revenue increases.

Pam Riley, Health Department, presented. The health department has been awarded ten new grants, a grant increase and additional revenue increases for a total of \$1,161,797.

A motion was made by Member Lawlor, seconded by Member Taylor, that this resolution be approved and recommended to the County Board for adoption. The motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor, Member O'Kelly, Chair Paxton and Member Taylor

7.3 12-1197

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Trade Adjustment and Globalization Adjustment Assistance Act Grants and WIA Rapid Response Grant modifications and authorizing an emergency appropriation in the amount of \$210,554.77.

Jennifer Serino Stasch, Workforce Development, presented. Grants totalling \$210,554.77 were received to assist eligible individuals effected by 15 plant closings to obtain job retraining.

A motion was made by Member Lawlor, seconded by Member Mountsier, that this resolution be approved and recommended to the County Board for adoption. The motion carried by the following vote:

Aye: 6 - Member Bassi, Member Mountsier, Member Lawlor, Member O'Kelly, Chair Paxton and Member Taylor

Abstain: 1 - Vice Chair Kyle

Public Works & Transportation

7.4 12-1219

Ordinance declaring it necessary or convenient for Lake County to acquire and use easements over real estate owned by the Lake County Forest Preserve District.

A motion was made by Member Taylor, seconded by Member Lawlor, that this ordinance be approved and recommended to the County Board for adoption. The motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor, Member O'Kelly, Chair Paxton and Member Taylor

7.5 12-1209

Joint resolution authorizing the execution of an intergovernmental agreement for exchange and transfer of real property interests by and between the Lake County Forest Preserve District and Lake County.

A motion was made by Member Taylor, seconded by Member Lawlor, that this resolution be approved and recommended to the County Board for adoption. The motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor, Member O'Kelly, Chair Paxton and Member Taylor

7.6 12-1210

Joint resolution executing an agreement with RHMG, Inc. in the amount of \$73,395 for design engineering services for the FY 2013 Water Main Replacement Project.

A motion was made by Member Taylor, seconded by Member Lawlor, that this resolution be approved and recommended to the County Board for adoption. The motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor, Member O'Kelly, Chair Paxton and Member Taylor

7.7 12-1195

Joint resolution appropriating \$76,200 of County Bridge Tax funds, \$126,700 of Matching Tax funds and \$110,400 of ¼% Sales Tax for Transportation and Public Safety funds for FY 2013 miscellaneous services needed to address soil, environmental, drainage, bridge and wetland concerns and right-of-way purchases during FY 2013, and designated as Section 13-00000-02-EG.

A motion was made by Member Taylor, seconded by Member Lawlor, that this resolution be approved and recommended to the County Board for adoption. The motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor, Member O'Kelly, Chair Paxton and Member Taylor

7.8 12-1196

Joint resolution appropriating \$30,000 of County Bridge Tax funds and \$30,000 of Matching Tax funds to provide for FY 2013 acquisition of materials and services needed to maintain drainage and bridge facilities, pavements, shoulders, guardrails, fencing, and right-of-way, and designated as Section 13-00000-03-GM.

A motion was made by Member Taylor, seconded by Member Lawlor, that this resolution be approved and recommended to the County Board for adoption. The motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor, Member O'Kelly, Chair Paxton and Member Taylor

7.9 12-1201

Joint resolution appropriating \$95,000 of Matching Tax funds for the Joint Utility Locating Information for Excavators, Inc. (JULIE) ticket screening and locating of Lake County Division of Transportation (LCDOT) storm sewers for excavator dig requests for various County highways, and designated as Section 13-00000-09-GM.

A motion was made by Member Taylor, seconded by Member Lawlor, that this resolution be approved and recommended to the County Board for adoption. The motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor, Member O'Kelly, Chair Paxton and Member Taylor

7.10 12-1208

Joint resolution authorizing the execution of a contract with Civiltech Engineering Inc., Itasca, Illinois, for professional services for the provision of Phase II design engineering services for the extension of the Washington Street bike path, from Atkinson Road to Lancer Lane, at a maximum cost of services described as \$184,215.73, appropriating \$225,000 of Motor Fuel Tax funds for this improvement, and designated as Section 09-00135-11-BT.

A motion was made by Member Taylor, seconded by Member Lawlor, that this resolution be approved and recommended to the County Board for adoption. The motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor, Member O'Kelly, Chair Paxton and Member Taylor

7.11 12-1204

Joint resolution authorizing the execution of an agreement with the State of Illinois/Illinois Department of Transportation (IDOT) for the use of federal highway funds for Phase II design engineering services for the extension of the Washington Street bike path, from Atkinson Road to Lancer Lane, and designated as Section 09-00135-11-BT.

A motion was made by Member Taylor, seconded by Member Lawlor, that this resolution be approved and recommended to the County Board for adoption. The motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor, Member O'Kelly, Chair Paxton and Member Taylor

7.12 12-1220

Joint resolution authorizing the execution of an agreement with the NICOR Gas Company to relocate a gas main along Illinois Route 83 to accommodate the upcoming road improvement, appropriating \$145,000 of ¼% Sales Tax for Transportation and Public Safety funds, and designated as Section 07-00098-17-WR.

A motion was made by Member Taylor, seconded by Member Lawlor, that this resolution be approved and recommended to the County Board for adoption. The motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor, Member O'Kelly, Chair Paxton and Member Taylor

7.13 12-1203

Joint resolution authorizing the execution of a contract with Transystems Corporation, Schaumburg, Illinois, for professional services for the provision of Phase II design engineering services for the intersection improvement of Hart Road, at US Route 14, at a maximum cost of services described as \$927,604.31, appropriating \$1,115,000 of ¼% Sales Tax for Transportation and Public Safety funds for this improvement, and designated as Section 09-00174-05-CH.

A motion was made by Member Taylor, seconded by Member Lawlor, that this resolution be approved and recommended to the County Board for adoption. The

motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor, Member O'Kelly, Chair Paxton and Member Taylor

7.14 12-1202

Joint resolution authorizing the execution of an agreement with the State of Illinois/Illinois Department of Transportation (IDOT) for the use of federal highway funds for Phase II design engineering services for the intersection improvement of Hart Road, at US Route 14, and designated as Section 09-00174-05-CH.

A motion was made by Member Taylor, seconded by Member Lawlor, that this resolution be approved and recommended to the County Board for adoption. The motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor, Member O'Kelly, Chair Paxton and Member Taylor

Financial & Administrative

7.15 12-1233

Discussion concerning the FY2013 budget.

Barry Burton, County Administrator, indicated there were several changes discussed during the budget meetings. Barry Burton went through some suggested changes and options based on those discussions.

Committee was asked to provide a consensus to either take the full CPI, 1/2 of the CPI, 1/3 of the CPI or no CPI.

The committee provided a consensus 4-3 to take the full CPI.

Steve Mountsier: Full CPI or 1/3 or 1/2

Anne Bassi: Full CPI

Angelo Kyle: Full CPI

Brent Paxton: Full CPI

Craig Taylor: No CPI or Full CPI or 1/2

Diana O'Kelly: No CPI

Aaron Lawlor: No CPI or 2/3

Chair Paxton will direct staff to move forward with the budget as proposed.

7.16 12-1198

Joint resolution authorizing line-item transfers between various funds for the purpose of transferring previously approved funds in 2012.

Patrice Burger Sutton, Financial Administration and Services, presented.

A motion was made by Member Mountsier, seconded by Member Bassi, that this resolution be approved and recommended to the County Board for adoption. The motion carried by the following vote:

Aye: 6 - Member Bassi, Member Mountsier, Member Lawlor, Member O'Kelly, Chair Paxton and Member Taylor

Not Present: 1 - Vice Chair Kyle

7.17 12-1207

Joint resolution authorizing emergency appropriations for FY 2013 in various funds for certain projects, items and activities, which were budgeted in the prior year and not completed.

Patrice Sutton Burger, Financial and Administrative Services, presented.

A motion was made by Member Bassi, seconded by Member Lawlor, that this resolution be approved and recommended to the County Board for adoption. The motion carried by the following vote:

Aye: 6 - Member Bassi, Member Mountsier, Member Lawlor, Member O'Kelly, Chair Paxton and Member Taylor

Not Present: 1 - Vice Chair Kyle

7.18 12-1164

Resolution authorizing a contract with Telcom Innovations Group, LLC, Itasca, IL for Mitel Products Systems, AVST CallXpress & Captaris Rightfax yearly maintenance in the annual amount of \$97,500.

RuthAnne Hall, Financial and Administrative Services, and Kirk Talbott, IT, presented. (Angelo Kyle returned to meeting at 3:18 p.m.) This is a 2-year contract with Telcom Innovations Group for maintenance and renewals.

A motion was made by Member Lawlor, seconded by Member Mountsier, that this resolution be approved and recommended to the County Board for adoption. The motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor, Member O'Kelly, Chair Paxton and Member Taylor

8. Executive Session

There was no additional executive session.

9. County Administrator's Report

Barry Burton, County Administrator, prepared a New Board Member Orientation schedule. Since there will be at least five new board members, there is a pretty significant orientation that will take place before the December 3, 2012, County Board meeting. A letter will go out to all newly elected board members the day after elections notifying them of the dates, times and locations.

10. Adjournment

A motion was made by Member Bassi, seconded by Member Taylor, that this meeting be adjourned at 3:31 p.m. Motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor, Member O'Kelly, Chair Paxton and Member Taylor

Minutes prepared by Jane Tallitsch.

Respectfully submitted,

Chairman

Vice-Chairman

Financial and Administrative Committee