

# **Lake County Illinois**

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



## **Meeting Minutes - Final**

**Tuesday, September 2, 2014**

**10:30 AM**

**Conference Room C, 10th Floor**

**Law and Judicial Committee**

**1. Call to Order**

*The meeting was called to order at 10:30 a.m.*

**Present** 6 - Chair Nixon, Vice Chair Calabresa, Member Carlson, Member Cunningham, Member Pedersen and Member Weber

**Absent** 1 - Member Hart

*Others present:*

*Patrice Sutton Burger, Finance and Administrative Services*

*Donna Jo Maki, County Administrator's Office*

*Keith Brin, Circuit Clerk*

*Joe Regis, Circuit Clerk's Office*

*Sandra Salgado, Sheriff's Office*

*Undersheriff Ray Rose*

*Jeff Burklin, Sheriff's Office*

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

*Mary Stevens, Count Administration*

*Rodney Marion, Human Resources*

*Howard Sell, I. T.*

*Chris Creighton, Finance and Administrative Services*

*RuthAnne Hall, Finance and Administrative Services*

*Matt Guarnery, RG Inc.*

*Kurt Schultz, Finance and Administrative Services*

*Adam Lehmann, County Administrator's Office*

*Ryan Waller, County Administrator's Office*

*Amy McEwan, County Administrator's Office*

*Barry Burton, County Administrator*

*Steve Mandel, County Board Member*

*Gary Gordon, Finance and Administrative Services*

*Chief Judge John Phillips, 19th Judicial Circuit*

*Kelly Merz, County Board Office*

**2. Pledge of Allegiance**

*Chair Nixon led the group in the Pledge of Allegiance.*

**3. Approval of Minutes****3.1 14-0926**

Minutes from July 1, 2014.

**Attachments:** [L&J 7.1.14 Minutes \(Final\).pdf](#)

**A motion was made by Member Cunningham, seconded by Member Carlson, that the minutes be approved. The motion carried by the following vote:**

**Aye:** 6 - Chair Nixon, Vice Chair Calabresa, Member Carlson, Member Cunningham, Member Pedersen and Member Weber

**Absent:** 1 - Member Hart

**3.2 14-0927**

Minutes from July 8, 2014.

**Attachments:** [L&J 7.8.14 Minutes \(Final\).pdf](#)

**A motion was made by Member Cunningham, seconded by Member Carlson, that the minutes be approved. The motion carried by the following vote:**

**Aye:** 6 - Chair Nixon, Vice Chair Calabresa, Member Carlson, Member Cunningham, Member Pedersen and Member Weber

**Absent:** 1 - Member Hart

**4. Added to Agenda**

*There were no items added to the agenda.*

**5. Public Comment**

*There were no public comments.*

**6. Old Business**

*No old business was discussed.*

**7. New Business**

**CIRCUIT COURT CLERK**

**7.1 14-0914**

Presentation from the Circuit Clerk on future technology.

*Circuit Clerk Keith Brin demonstrated a free mobile app that will be available for download on itunes next week. The app is capable of performing all functions of the Circuit Clerk's public access website and is integrated with the e-file system. Business and personal case statuses can be searched, tracked, and flagged to provide update notifications, and related documents will be viewable. Additionally, court hours, phone numbers, holidays, and maps displaying branch court locations can be displayed. The app will greatly benefit attorneys by providing access to the court calendar while at the bench, as well as allowing attorneys located outside of Lake County to conduct business from their offices through the e-filing system. Mr. Brin noted that it may take up to a year and a half to have all case data entered.*

**SHERIFF**

**7.2 14-0909**

Joint resolution authorizing a contract with SYNAPPNORTH of Cloquet, Minnesota, to provide electronic logbook software for the Lake County Jail, in the amount of \$60,732.

*Sandra Salgado of the Sheriff's Office presented the resolution. Ms. Salgado explained the electronic logbook will modernize the out dated method of documenting events at the jail in log books by hand. As the logbook system is typical in the transportation and utility industries and new to the corrections environment, extensive research was conducted to*

*identify a vendor that could meet the jail's technical requirements. SYNAPPNORTH's elogger software allows for date and time stamping, cannot be modified or manipulated, and allows for more accurate and quantifiable information to be captured. Additionally, requested or subpoenaed information will be easily searchable versus a time consuming manual search of various books. Discussion followed.*

**A motion was made by Member Calabresa, seconded by Member Pedersen, that this item be approved and referred on to the Financial and Administrative Committee.**

**The motion carried by the following vote:**

**Aye:** 6 - Chair Nixon, Vice Chair Calabresa, Member Carlson, Member Cunningham, Member Pedersen and Member Weber

**Absent:** 1 - Member Hart

**7.3 14-0911**

Joint resolution ratifying the prior execution of the Intergovernmental Agreement with the Northeastern Illinois Regional Crime Laboratory for \$160,433.

*RuthAnne Hall of Purchasing requested approval to ratify the execution of the agreement. The contract was approved at the June 2014 County Board meeting in the format of an Intergovernmental Agreement, however had the wrong signatory on it.*

**A motion was made by Member Carlson, seconded by Member Cunningham, that this item be approved and referred on to the Financial and Administrative Committee. The motion carried by the following vote:**

**Aye:** 6 - Chair Nixon, Vice Chair Calabresa, Member Carlson, Member Cunningham, Member Pedersen and Member Weber

**Absent:** 1 - Member Hart

**7.4 14-0880**

Joint resolution authorizing the execution of a Collective Bargaining Agreement (CBA) with Teamsters Local Union 700, as the exclusive representative of the Correction Sergeants Employees Bargaining Unit of the Lake County Sheriff's Office.

**Attachments:** [Correctional Sergeants Labor Agreement](#)

*Rodney Marion, Director of Human Resources, presented the resolution. Mr. Marion reported the agreement is retroactive from December 1, 2013 through November 30, 2016, and covers approximately 18 employees. Mr. Marion highlighted the agreement terms including wage increases, compensatory time, holiday pay, and general leave.*

**A motion was made by Member Cunningham, seconded by Member Carlson, that this item be approved and referred on to the Financial and Administrative Committee. The motion carried by the following vote:**

**Aye:** 6 - Chair Nixon, Vice Chair Calabresa, Member Carlson, Member Cunningham, Member Pedersen and Member Weber

**Absent:** 1 - Member Hart

**STATE'S ATTORNEY****7.5 14-0896**

Joint resolution authorizing the renewal of the State's Attorney's Multi-Jurisdictional Drug Prosecution grant program, awarded by the Illinois Criminal Justice Information Authority, including \$163,886 in federal funds.

**Attachments:** [Letter Announcement - Continuation Lake 04-29-14.docx](#)

*Teri White of the State's Attorney's Office presented the Multi-Jurisdictional Drug Prosecution grant. Ms. White explained the grant has been on-going since 1990, and covers a portion of the salary and benefits of three staff members in the drug and gang prosecution division.*

**A motion was made by Member Cunningham, seconded by Member Carlson, that this item be approved and referred on to the Financial and Administrative Committee. The motion carried by the following vote:**

**Aye:** 6 - Chair Nixon, Vice Chair Calabresa, Member Carlson, Member Cunningham, Member Pedersen and Member Weber

**Absent:** 1 - Member Hart

**7.6 14-0898**

Joint resolution authorizing the renewal of the State's Attorney's Crime Analysis grant program, awarded by the Illinois Criminal Justice Information Authority (ICJIA), including \$51,579 in federal funds.

**Attachments:** [Letter Announcement - Continuation 412853 Lake 07-02-14.docx](#)

*Teri White of the State's Attorney's Office presented the Crime Analysis grant renewal request. Funding for the grant began in 2011 with American Reinvestment and Recovery Act funding, and has been renewed annually. The grant funds the salary and benefits of the grant-assigned crime analyst.*

**A motion was made by Member Cunningham, seconded by Member Carlson, that this item be approved and referred on to the Financial and Administrative Committee. The motion carried by the following vote:**

**Aye:** 6 - Chair Nixon, Vice Chair Calabresa, Member Carlson, Member Cunningham, Member Pedersen and Member Weber

**Absent:** 1 - Member Hart

**7.7 14-0899**

Joint resolution authorizing the renewal of the State's Attorney's Prosecutor-Based Victim Services grant program, awarded by the Illinois Criminal Justice Information Authority (ICJIA), including \$61,127 in federal funds.

**Attachments:** [214077 Announcement Continuation 6.16.14.docx](#)

*Teri White of the State's Attorney's Office presented the Prosecutor-Based Victim Services grant renewal request. The grant has been renewed annually since 1991, and funds a*

*portion of the grant-assigned Sexual Assault Victim Witness Counselor's salary.*

**A motion was made by Member Cunningham, seconded by Member Carlson, that this item be approved and referred on to the Financial and Administrative Committee. The motion carried by the following vote:**

**Aye:** 6 - Chair Nixon, Vice Chair Calabresa, Member Carlson, Member Cunningham, Member Pedersen and Member Weber

**Absent:** 1 - Member Hart

**7.8 14-0901**

Joint resolution authorizing the renewal of the State's Attorney's Prosecutor-Based Victim Services grant program, awarded by the Illinois Criminal Justice Information Authority (ICJIA), including \$61,553 in federal funds.

**Attachments:** [214836 Announcement Continuation 6 16 14.docx](#)

*Teri White of the State's Attorney's Office presented the Prosecutor-Based Victim Services grant renewal request. Funding for this grant began in 2010 with American Reinvestment and Recovery Act funding and has been renewed annually. Grant funds support a portion of the salary and benefits of a victim coordinator who works with domestic violence victims in the State's Attorney's Office misdemeanor division.*

**A motion was made by Member Cunningham, seconded by Member Carlson, that this item be approved and referred on to the Financial and Administrative Committee. The motion carried by the following vote:**

**Aye:** 6 - Chair Nixon, Vice Chair Calabresa, Member Carlson, Member Cunningham, Member Pedersen and Member Weber

**Absent:** 1 - Member Hart

**7.9 14-0905**

Joint resolution authorizing the application award and execution of the renewal of an interagency agreement with the Illinois Criminal Justice Information Authority (ICJIA) to provide federal funding of \$35,605 for the Children's Advocacy Center Victim Advocate Grant for an additional twelve months.

**Attachments:** [CAC Bilingual Grant Renewal Letter.pdf](#)

*Teri White of the State's Attorney's Office presented the application for and renewal of the Children's Advocacy Center Victim Advocate grant. Funding for this grant was implemented in 1999 and has been renewed annually. Grant funds support a portion of the salary and benefits of the Children's Advocacy Center bilingual victim coordinator.*

**A motion was made by Member Cunningham, seconded by Member Carlson, that this item be approved and referred on to the Financial and Administrative Committee. The motion carried by the following vote:**

**Aye:** 6 - Chair Nixon, Vice Chair Calabresa, Member Carlson, Member Cunningham, Member Pedersen and Member Weber

**Absent:** 1 - Member Hart

**7.10 14-0906**

Joint resolution authorizing the application and execution of the renewal of an interagency agreement with the Illinois Criminal Justice Information Authority (ICJIA) to provide federal funding of \$54,376 for the Children's Advocacy Center Victim Advocate Grant for an additional twelve months.

**Attachments:** [CAC VWC Designation.pdf](#)

*Teri White of the State's Attorney's Office presented the renewal of the Children's Advocacy Center Victim Advocate grant. Funding for this grant was implemented in 1999 and has been renewed annually. Grant funds support a portion of the salary and benefits of one of three victim advocates housed at the Children's Advocacy Center.*

*The members voted on items 7.5 through 7.10 collectively.*

**A motion was made by Member Cunningham, seconded by Member Carlson, that this item be approved and referred on to the Financial and Administrative Committee. The motion carried by the following vote:**

**Aye:** 6 - Chair Nixon, Vice Chair Calabresa, Member Carlson, Member Cunningham, Member Pedersen and Member Weber

**Absent:** 1 - Member Hart

**19TH JUDICIAL CIRCUIT****7.11 14-0894**

Joint resolution authorizing an increase in headcount and an emergency appropriation of \$64,506, with offsetting revenue in the Hulse Detention Center Fund.

*Mary Stevens of Court Administration presented the resolution. Ms. Stevens explained that a recent change in State Statute now requires 17 year old felons to be processed by the juvenile court. As a result, the population at the juvenile detention facility as well as individuals serving home detention has seen an increase. Additional staff is requested to support the increased population. This resolution requests funds to add a juvenile counselor, teacher, increase a the part-time cook to full-time, computer equipment for an additional classroom, as well as increases for food and operational expenses.*

*Deputy County Administrator Amy McEwan added that the Administrative Office of the Illinois Courts announced that the 19th Judicial Circuit would receive \$746,314 more in salary reimbursement for fiscal year (FY) 2014 than received in previous years. Increased funds were also awarded for FY 2015.*

**A motion was made by Member Weber, seconded by Member Calabresa, that this item be approved and referred on to the Financial and Administrative Committee. The motion carried by the following vote:**

**Aye:** 6 - Chair Nixon, Vice Chair Calabresa, Member Carlson, Member Cunningham, Member Pedersen and Member Weber

**Absent:** 1 - Member Hart

**CONSTRUCTION MANAGEMENT****7.12 14-0907**

Joint resolution authorizing a contract with Thatcher Foundations Inc. of Gary, Indiana, and assignment of the contract to Clark Construction Group LLC of Chicago, Illinois, as Construction Manager at Risk (CMAR) for the Lake County Courthouse Expansion Project in the amount of \$2,191,800.

*Matt Guarnerly of RGI presented items 7.12 and 7.13 together as they correspond. Item 7.12 is the approval and assignment of a contract with Thatcher Foundations, Inc. for earth retention work related to the site enabling work. Item 7.13 awards the guaranteed maximum price (GMP) to Clark Construction for management. These items are an example of four additional upcoming contracts that will be awarded to vendors and assigned to Clark Construction for management.*

*Deputy County Administrator Amy McEwan explained to the group that each bid that is awarded will be brought to committee to approve the award and to assign the subcontract to Clark Construction. Ms. McEwan stressed that additional funds are not being requested; each amount is already budgeted in the total site enabling work amount of \$6,351,925. Additional site enabling work that will be forthcoming will include earth retention systems, earthwork, site utilities, caissons, and plumbing. Discussion followed.*

**A motion was made by Member Weber, seconded by Member Pedersen, that this item be approved and referred on to the Financial and Administrative Committee.**

**The motion carried by the following vote:**

**Aye:** 6 - Chair Nixon, Vice Chair Calabresa, Member Carlson, Member Cunningham, Member Pedersen and Member Weber

**Absent:** 1 - Member Hart

**7.13 14-0908**

Joint resolution authorizing a contract modification with Clark Construction Group LLC of Chicago, Illinois for Construction Manager at Risk Services with a guaranteed maximum price on the Lake County Courthouse Expansion Project for the site enabling work as identified herein in the amount of \$6,351,925.

*Matt Guarnerly of RGI clarified the contract modification request to add \$6,351,925 to Clark Construction's contract. Mr. Guarnerly reviewed an accounting of what has been contracted with Clark Construction to date. Clark Construction was contracted at \$217,441 for pre-construction services. ComEd enabling work in the amount of \$626,028 was the second contract modification made. Site enabling work in the amount of \$6,351,925 is the third contract modification, which was requested today in item 7.12. This brings Clark Construction's current total contract to a total of \$7,195,394.*

*Mr. Guarnerly explained to the group that the \$6,351,925 award includes the \$2,191,800 that is being awarded to Thatcher Foundations, Inc. in item 7.12. It is important to note that each time an award and assignment is brought to committee, the amount is going against the \$6,351,925 GMP. Deputy County Administrator further explained that it must work this*



*way so that a guaranteed maximum price can be set for a bundle of work, and then the individual jobs can be bid out at the time they become necessary.*

**A motion was made by Member Weber, seconded by Member Pedersen, that this item be approved and referred on to the Financial and Administrative Committee.**

**The motion carried by the following vote:**

**Aye:** 6 - Chair Nixon, Vice Chair Calabresa, Member Carlson, Member Cunningham, Member Pedersen and Member Weber

**Absent:** 1 - Member Hart

**8. Executive Session**

*There was not an Executive Session.*

**9. County Administrator's Report**

*Deputy County Administrator Amy McEwan updated the group on the codification project. The intention of the project is to organize and publish all department's codes and ordinances in an easily searchable format on Lake County's public website. The site will be available internally for an in-house review over the next three months. Ms. McEwan requested that all departments review their specific codes and ordinances to check for omissions and accuracy. Once the internal review is finalized, the official record of all county codes and ordinances will go before the County Board for approval.*

**10. Adjournment**

*The meeting was adjourned at 11:50 a.m.*

**A motion was made by Member Pedersen, seconded by Member Weber, that this meeting be adjourned.**

*Minutes prepared by Kelly J. Merz.*

*Respectfully submitted,*

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*Chairman*

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*Vice-Chairman*

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*Law and Judicial Committee*

