

Lake County Illinois

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



Meeting Minutes - Final

Thursday, August 7, 2025

8:30 AM

Assembly Room, 10th Floor or register for remote attendance at:
<https://bit.ly/409U5xq>

Financial & Administrative Committee

1. Call to Order

Chair Frank called the meeting to order at 8:31 a.m.

2. Pledge of Allegiance

Chair Frank led the Pledge of Allegiance.

3. Roll Call of Members

Present 6 - Member Clark, Chair Frank, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent 1 - Member Hewitt

**Electronic Attendance: Vice Chair Parekh*

Other Attendees

In Person:

Sandy Hart, County Board Chair

John Idleburg, Sheriff

Dean Mouscher, Public

Jim Chamernik, Sheriff's Office

Laura Trevino, Riverwoods

Sarah Merritt, Riverwoods Preservation Council

Lester Raff, Riverwoods

Randi Merel, Riverwoods Preservation Council

Ron Lanz, Lake County Partners

Kris Ford, Riverwoods

Derek van der Vorst, Solarge

Anthony Vega, County Clerk's Office

Thomas Maillard, City of Waukegan

Kevin Considine, Lake County Partners

Carl Kirar, Facilities and Construction Services

Erika Osinski, Human Resources

Darcy Adcock, Human Resources

Dominic Strezo, Planning, Building and Development

Kevin Quinn, Communications

Matt Meyers, County Administrator's Office

Patrice Sutton, County Administrator's Office

Theresa Glatzhofer, County Board Office

RuthAnne Hall, County Administrator's Office

Gina Tuczak, Finance

Electronically:

Marah Altenberg, Board Member

Gina Roberts, Board Member

Sara Hammock, State's Attorney's Office
Matt Harmon, Sheriff's Office
Chris Blanding, Enterprise Information Technology
Scott Morrison, Sheriff's Office
Jennifer Serino, Workforce Development
Emily Karry, Public Works
Melanie Nelson, State's Attorney's Office
Michael Wheeler, Finance
Ghida Neukirch, City of Highland Park
Kay Johnson, Public
Larry Mackey, Health Department
Lawrence Oliver, Sheriff's Office
Christopher Hoff, Health Department
Erik Karlson, Enterprise Information Technology
Terri Kath, Enterprise Information Technology
Bob Glueckert, Chief County Assessment Officer
Kurt Woolford, Stormwater Management
Brea Barnes, Finance
Mick Zawislak, Daily Herald
Nick Principali, Finance
Mike Adam, Health Department
Adam Krueger, Finance
Shane Schneider, Division of Transportation
Sonia Hernandez, County Administrator's Office
Robin Grooms, County Administrator's Office
Mike Jeschke, Finance
Christine Sher, Stormwater Management
Pamela Jeffries, Planning, Building and Development
Jennifer Brennan, Communications
Kasia Kondracki, Treasurer's Office
Eric Waggoner, Planning, Building and Development

4. Addenda to the Agenda

There were no additions or amendments to the agenda.

5. Public Comment

There was no public comment for items not on the agenda.

6. Chair's Remarks

Chair Frank noted that the Committee will proceed with the order of items as published on agenda.

7. Unfinished Business

There was no unfinished business to discuss.

8. New Business

CONSENT AGENDA (Items 8.1 - 8.12)

TECHNOLOGY

8.1 [25-0996](#)

Joint resolution authorizing execution of a contract with PACE Systems, Inc., Naperville, Illinois, for professional services to install access control, security cameras, and intrusion alarm systems in leased warehouse at 3740-3742 Hawthorn Ct, Waukegan, Illinois, in the amount of \$52,457.85.

Attachments: [Lake County Verkada County Clerk Warehouse 18JUL25](#)
 [Lake County Clerk Verkada Vendor Disclosure Statement 21JUL25](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Pedersen, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Hewitt

8.2 [25-0981](#)

Joint resolution approving a Cybersecurity Awareness Training Policy.

Attachments: [5.2 Cyber Security Awareness Training Policy FINAL as APPROVED on 8-](#)
 [5.2 Cyber Security Awareness Training Policy DRAFT FINAL](#)
 [EIT Presentation for 8 1 25 Tech Committee on Policies DRAFT](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Pedersen, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Hewitt

8.3 [25-0983](#)

Joint resolution approving an Artificial Intelligence (AI) Governance Policy.

Attachments: [Artificial Intelligence Governance Policy FINAL as APPROVED on 8-12-20](#)
 [Lake County AI Governance Policy DRAFT FINAL](#)
 [EIT Presentation for 8 1 25 Tech Committee on Policies DRAFT](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Pedersen, that this resolution be approved

and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Hewitt

8.4 [25-0984](#)

Joint resolution approving an Artificial Intelligence (AI) Usage Policy.

Attachments: [Artificial Intelligence \(AI\) End User Usage Policy FINAL as APPROVED on Lake County AI Usage Policy DRAFT FINAL](#)
[EIT Presentation for 8_1_25 Tech Committee on Policies_DRAFT](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Pedersen, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Hewitt

HEALTH & COMMUNITY SERVICES

8.5 [25-0908](#)

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Workforce Innovation and Opportunity Act (WIOA) Apprenticeship Expansion Grant 2025 and authorizing an emergency appropriation in the amount of \$275,000 for the Lake County Workforce Development Department and increasing the head count by one full-time employee.

Attachments: [Workforce Development WIOA Apprenticeship Specialist Grant July 2025](#)
[Workforce Development WIOA Apprenticeship Specialist Grant Budget Ju](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Pedersen, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Hewitt

8.6 [25-0953](#)

Joint resolution approving the first amendment to the HOME American Rescue Plan Program (HOME-ARP) Allocation Plan.

Attachments: [HOME-ARP Allocation Plan Amendment 1.pdf](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Pedersen, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Hewitt

8.7 [25-0969](#)

Joint resolution accepting an additional \$30,000 of rental assistance of Supporting Municipalities for Asylum Seeker Services (SMASS) funds from the Metropolitan Mayors Caucus (MMC) and authorizing an emergency appropriation in the amount of \$30,000.

Attachments: [Lake County - AMENDED Grant Agreement - SMASSFY25](#)
[Emergency Appropriation 2025-08 SMASS](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Pedersen, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Hewitt

8.8 [25-1027](#)

Joint resolution authorizing the emergency appropriation of \$2,040,635.74 in Medicaid Match dollars for Fiscal Year (FY) 2025 for the Lake County Health Department & Community Health Center.

Attachments: [EA for FY25 July 2025 Medicaid Match Corrected 8.5.25](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Pedersen, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Hewitt

LAW & JUDICIAL

8.9 [25-0958](#)

Joint resolution authorizing the renewal of the Lake County Children's Advocacy Center's Victims of Crime Act (VOCA) funding awarded by the Children's Advocacy Centers of Illinois (CACI) for Fiscal Year (FY) 2026, including an emergency

appropriation of grant funding of \$219,591.

Attachments: [Lake County CAC - FY26 VOCA Grant Award Letter](#)
[CAC VOCA Emergency Appropriation](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Pedersen, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Hewitt

8.10 [25-0952](#)

Ordinance adopting a revised fee schedule for the Lake County Sheriff's Office.

Attachments: [FY25 Fee Schedule Employee Calculations.pdf](#)
[35.36 Fees for Services Performed by Lake County Sheriff's Office Redline](#)
[35.36 Fees for Services Performed by Lake County Sheriff's Office Clean](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Pedersen, that this ordinance be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Hewitt

8.11 [25-0948](#)

Joint resolution accepting the High Intensity Drug Trafficking Area (HIDTA) grant from the Office of National Drug Control Policy (ONDCP) and appropriating \$254,700.

Attachments: [Notice of Award Grant Number HID0425G0626-00.pdf](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Pedersen, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Hewitt

PUBLIC WORKS & TRANSPORTATION

8.12 [25-0903](#)

Joint resolution authorizing execution of a contract with Boller Construction Company, Inc., of Waukegan, Illinois, in the amount of \$1,065,868 for the Corporate Woods

Reservoir Improvements project.

Attachments: [25-0903 Corp Woods Bid Documents](#)
[25-0903 Corp Woods Bid Tab](#)
[25-0903 Corp Woods Project Location Map](#)
[25-0903 Vendor Disclosure Boller](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Pedersen, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Hewitt

REGULAR AGENDA

FINANCIAL & ADMINISTRATIVE

County Clerk

8.13 [25-0941](#)

Resolution accepting the Illinois State Board of Elections Voter Registration State Grant 2026 and authorizing an emergency appropriation in the amount of \$440,326.57 for the specific purpose of assisting in the maintenance and other costs associated with the County's voter registration system to facilitate communication with the Centralized Statewide Voter Registration System as required by Title III Section 303 of the Help America Vote Act of 2002, and with other election security related expenses.

Attachments: [Copy of LIT Template 2026](#)
[LAKE FY26 IVRS Grant Agreement - Copy Redacted](#)

Anthony Vega, County Clerk, explained that this item is to accept grant funding from the State Board of Elections.

A motion was made by Member Clark, seconded by Member Vealitzek, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 5 - Member Clark, Chair Frank, Member Maine, Member Pedersen and Member Vealitzek

Absent: 1 - Member Hewitt

Not Present: 1 - Vice Chair Parekh

Lake County Partners

8.14 [25-0974](#)

Presentation and discussion regarding a potential economic development opportunity in

Lake County.

Attachments: [20250808 Solarge meeting with Lake County \(Introduction Solarge\)](#)
[20250808 Solarge meeting with Lake County \(Project Specifics\)](#)

Public comment was made by:
Thomas Maillard

Kevin Considine, President & CEO, Lake County Partners; Ron Lanz, Senior Director of Business Development, Lake County Partners; and Derek van der Vorst, CEO, Solarge; provided a presentation regarding a potential economic development opportunity in Lake County. Discussion ensued.

The consensus of the Committee was to continue the conversation pertaining to the potential economic development opportunity in Lake County.

Facilities and Construction Services

8.15 [25-0939](#)

Resolution authorizing an Intergovernmental Support Agreement between the Naval Station Great Lakes and Lake County for demolition and installation support services.

Attachments: [ASN Signed TAB A - DON IGSA Demolition 03JUL2025](#)

Carl Kirar, Facilities and Construction Services Director, explained that this item is for an intergovernmental support agreement with the Naval Station Great Lakes for demolition and installation support services for Halsey Village in North Chicago. Discussion ensued.

A motion was made by Member Clark, seconded by Member Maine, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Hewitt

8.16 [25-0967](#)

Resolution authorizing an agreement with Orkin, LLC, Atlanta, Georgia, for pest control services for various Lake County locations, for a one-year period, with four one-year renewal options in the estimated annual amount of \$45,504.

Attachments: [Lake County Addendum To Sourcewell Agreement 012825-ORK](#)
[Vendor Disclosure Statement](#)

Carl Kirar, Facilities and Construction Services Director, explained that this item is a contract for pest control services. Discussion ensued.

A motion was made by Member Vealitzek, seconded by Member Clark, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Hewitt

County Administration

8.17 [25-1008](#)

Resolution approving the execution of a Subrecipient Agreement with the City of North Chicago for environmental remediation at the Sheridan Crossing Property.

Attachments: [CPF Subrecipient Agreement - Sheridan Crossing 7.30.25](#)

Matt Meyers, Deputy County Administrator, explained that this item is for environmental remediation at the Sheridan Crossing Property in the City of North Chicago due to funding awarded by the U.S. Department of Housing and Urban Development. Discussion ensued.

A motion was made by Member Vealitzek, seconded by Member Clark, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 5 - Member Clark, Chair Frank, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Hewitt

Not Present: 1 - Member Maine

8.18 [25-1028](#)

Ordinance proposing the dissolution of the South Lake Mosquito Abatement District.

Attachments: [SLMAB Map](#)
[2025.08.07 Ordinance for SLMAB Dist. Dissolution - Final](#)

Public comment was made by:

Dean Mouscher

Randi Merel

Laura Trevino

Lester Raff

Sarah Merritt

Kris Ford

RuthAnne Hall, Assistant County Administrator, explained the process for the potential dissolution of the South Lake Mosquito Abatement District. Discussion ensued.

A motion was made by Member Clark, seconded by Member Vealitzek, that this ordinance be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 5 - Member Clark, Chair Frank, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Nay: 1 - Member Maine

Absent: 1 - Member Hewitt

9. County Administrator's Report

There was no County Administrator's Report.

10. Executive Session

A motion was made by Member Clark, seconded by Member Vealitzek, that the Committee go into Executive Session. The motion carried by the following roll call vote:

Aye: 6 - Member Clark, Chair Frank, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Hewitt

10.1 [25-0071](#)

Executive Session to discuss claims, loss or risk management information, records, data, advice, or communications from or with respect to any insurer of the public body or any intergovernmental risk management association or self insurance pool pursuant to 5 ILCS 120/2 (c)(12).

10.2 [25-0072](#)

Executive Session to review closed session minutes pursuant to 5 ILCS 120/2 (c) (21).

11. Regular Session (for action on Executive Session items)

11.1 [25-0859](#)

Committee action approving the Financial and Administrative Committee Executive Session minutes from May 29, 2025.

A motion was made by Member Clark, seconded by Member Maine, that these minutes be approved. The motion carried by the following voice vote:

Aye: 4 - Member Clark, Chair Frank, Member Maine and Member Pedersen

Absent: 1 - Member Hewitt

Not Present: 2 - Vice Chair Parekh and Member Vealitzek

11.2 [25-0929](#)

Committee action regarding periodic review of closed session minutes.

A motion was made by Member Clark, seconded by Member Maine, to postpone this item until the next regularly scheduled Financial and Administrative Committee meeting. The motion carried by the following voice vote:

Aye: 4 - Member Clark, Chair Frank, Member Maine and Member Pedersen

Absent: 1 - Member Hewitt

Not Present: 2 - Vice Chair Parekh and Member Vealitzek

12. Member Remarks and Requests

Member Maine let the Committee know that she spoke with Kurt Woolford, Executive Director, Stormwater Management Commission (SMC), and SMC will discuss the potential Avon-Fremont Drainage District dissolution at their next meeting.

13. Adjournment

Chair Frank declared the meeting adjourned at 11:26 a.m.

Next Meeting: August 28, 2025

Meeting minutes prepared by Theresa Glatzhofer.

Minutes were approved on August 28, 2025, by the Financial and Administrative Committee.