

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, August 3, 2011

1:00 PM

Conference Room C

Financial and Administrative Committee

1. **Call to Order**

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

Others present:

*Phil Balke, Information Technology
Terri Berryman, Workforce Development
Phil Brooks, Finance & Administrative Services
Barry Burton, County Administrator
Gary Gordon, Finance & Administrative Services
Terry Kuss, County Board Office
Kevin Lyons, Lake County Sheriff's Department
Amy McEwan, County Administrator's Office
Anita Patel, Finance & Administrative Services
Forest Pennington, Information Technology
David Stolman, Lake County Board Chair
Luke Stowe, Information Technology
Patrice Sutton Burger, Finance and Administrative Services
Jenny Vana, Communications
Ryan Waller, County Administrator's Office
Mike Wheeler, Finance & Administrative Services*

2. **Pledge of Allegiance**

Chair Paxton led the group in the Pledge of Allegiance.

3. **Approval of Minutes**

3.1 **11-0808**

Minutes for July 6, 2011.

A motion was made by Member Mountsier, seconded by Member Lawlor, that the minutes of July 6, 2011 meeting be approved. The motion was carried by the following vote:

Aye: 5 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor and Chair Paxton

Not Present: 2 - Member O'Kelly and Member Taylor

4. **Public Comment**

There were no public comments.

5. **Added to Agenda Items**

There were no items added to the agenda.

6. **Old Business**

There was no old business to conduct.

7. **New Business**

Planning, Building & Zoning

7.1 **11-0791**

Joint resolution authorizing the Lake County State's Attorney and Planning, Building and Development (PBD) Department to commence the necessary actions to demolish certain properties containing dangerous and unsafe structures.

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

Aye: 5 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor and Chair Paxton

Not Present: 2 - Member O'Kelly and Member Taylor

Law & Judicial

7.2 **11-0805**

Joint resolution authorizing the execution of an intergovernmental agreement with the Village of Long Grove for the purpose of providing Sheriff's police services.

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

Aye: 5 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor and Chair Paxton

Not Present: 2 - Member O'Kelly and Member Taylor

7.3 **11-0745**

Joint resolution authorizing the application, acceptance, and emergency appropriation of a 2011 Justice Assistance Grant (JAG) in the amount of \$10,921 for the purpose of enhancing the Cyber Crimes Unit.

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

Aye: 5 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor and Chair Paxton

Not Present: 2 - Member O'Kelly and Member Taylor

7.4 **11-0751**

Joint resolution authorizing the execution of the lease agreement for the State's Attorney's Child Support Enforcement Division for office space located at 33 N. County Street, Waukegan, Illinois, in the amount of \$4,194.75 per month for a total of \$50,337 annually.

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

Aye: 5 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor and Chair Paxton

Not Present: 2 - Member O'Kelly and Member Taylor

Health & Community Services

7.5 [11-0794](#)

Joint resolution accepting a Solid Waste Enforcement Grant from the Illinois Environmental Protection Agency (IEPA) and authorizing an emergency appropriation of \$38,121.50 for Fiscal Year 2011.

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

Aye: 5 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor and Chair Paxton

Not Present: 2 - Member O'Kelly and Member Taylor

7.6 [11-0744](#)

Joint resolution ratifying an emergency purchase with ALDI food store for the purchase of food certificates for the Veterans Assistance Commission (VAC) in an amount not to exceed \$105,000.

Gary Gordon explained that this is an emergency ratification for the Veteran's Commission, which gives out emergency food assistance to veterans. This is a service that has been in existence but the County has never gone out for bid. The County issued a bid to other grocers last week. The bids have been received and are being evaluated.

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

Aye: 5 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor and Chair Paxton

Not Present: 2 - Member O'Kelly and Member Taylor

7.7 [11-0738](#)

Joint resolution ratifying an emergency purchase with Pathway Health Services Inc. for interim staffing services at Winchester House in the amount of \$550,000.

Gary Gordon explained this is an award to Pathway Health Services for an emergency ratification for bringing in contractual services for three positions at Winchester House until the positions are permanently filled.

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

Aye: 5 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor and Chair Paxton

Not Present: 2 - Member O'Kelly and Member Taylor

7.8 [11-0797](#)

Joint resolution authorizing an intergovernmental agreement between Lake County and the State of Illinois Department of Health and Family Services.

Anne Wagner from Winchester House explained that the State of Illinois wants to eliminate the Intergovernmental Transfer Agreement program and has suspended all payments to the program since October 2009. The methodology used to calculate the payments for this program has now been established and this intergovernmental agreement will assist in Winchester House catching up on back payments from the State from October 2009 through August 2011.

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

Aye: 5 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor and Chair Paxton

Not Present: 2 - Member O'Kelly and Member Taylor

7.9 [11-0756](#)

Joint resolution accepting a Workforce Investment Act (WIA) Incentive Grant and authorizing an emergency appropriation of \$13,776.

Presented by Terry Berryman of Workforce Development.

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

Aye: 5 - Member Bassi, Vice Chair Kyle, Member Mountsier, Member Lawlor and Chair Paxton

Not Present: 2 - Member O'Kelly and Member Taylor

7.10 [11-0793](#)

Joint resolution authorizing the Lake County Workforce Development Department to enter into an agreement with Advanced Computer Training, Inc. in the amount of \$21,283.20.

Presented by Terry Berryman of Workforce Development.

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

Aye: 4 - Vice Chair Kyle, Member Mountsier, Member Lawlor and Chair Paxton

Nay: 1 - Member Bassi

Present: 2 - Member O'Kelly and Member Taylor

Revenue, Records & Legislation

7.11 [11-0746](#)

Joint resolution designating the herein named banks and other financial institutions as

depositories in which the funds and monies in the custody of Robert Skidmore, as County Treasurer and as Ex-Officio County Collector, may be deposited.

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

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

Public Works & Transportation

7.12 [11-0780](#)

Joint resolution authorizing Robert Skidmore, Treasurer to withdraw monies from Bond Series A 2010 Construction Account to pay construction cost items.

Motion by Member Lawlor, second by O'Kelly to approve Items 7.12 through 7.31 and recommend for adoption to the County Board. The motion was carried unanimously.

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

7.13 [11-0798](#)

Joint committee action approving Change Order No. 2 for professional engineering services with Applied Technologies for design of the Portwine Lift Station Force Main Project.

A motion was made by Member Lawlor, seconded by Member O'Kelly, that this committee action item be approved. The motion was carried unanimously.

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

7.14 [11-0800](#)

Joint resolution authorizing execution of a contract with Insituform Technologies USA, Inc, in the amount of \$299,255.50 for the Sanitary Sewer Rehabilitation 2011 Project.

A motion was made by Member Lawlor, seconded by Member O'Kelly, that this resolution be recommended for adoption to the County Board. The motion was carried unanimously.

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

7.15 [11-0779](#)

Joint resolution authorizing a contract for the installation of traffic control signals at the intersection of Hainesville Road at Shorewood Drive to Hometowne Electric, Lake Villa, Illinois, in the amount of \$256,129.62 and designated as Section 11-00072-12-TL.

A motion was made by Member Lawlor, seconded by Member O'Kelly, that this resolution be recommended for adoption to the County Board. The motion was carried unanimously.

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

7.16 [11-0777](#)

Joint resolution authorizing a contract for the replacement of existing culverts on various county highways to Maneval Construction, Grayslake, Illinois, in the amount of \$147,305.80 and designated as Section 10-00999-13-DR.

A motion was made by Member Lawlor, seconded by Member O'Kelly, that this resolution be recommended for adoption to the County Board. The motion was carried unanimously.

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

7.17 [11-0778](#)

Joint resolution authorizing a contract for the construction of a two lane road on the Libertyville campus, from the existing county fuel facility to the Central Permit Facility, to Campanella & Sons, Wadsworth, Illinois, in the amount of \$1,163,970.55 and designated as Section 11-00214-21-MG.

A motion was made by Member Lawlor, seconded by Member O'Kelly, that this resolution be recommended for adoption to the County Board. The motion was carried unanimously.

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

7.18 [11-0774](#)

Joint resolution authorizing the selection and award of a contract for the construction and extension of Cedar Lake Road from Townline Road to IL Rte. 120 and designated as Section 06-00266-01-FP.

A motion was made by Member Lawlor, seconded by Member O'Kelly, that this resolution be recommended for adoption to the County Board. The motion was carried unanimously.

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

7.19 [11-0769](#)

Joint resolution providing Motor Fuel Tax funds for the maintenance of the County Highway System from December 1, 2011, to November 30, 2012. The amount of the appropriation is \$600,000 of Motor Fuel Tax funds and designated as Section 12-00000-00-GM.

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

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

7.20 [11-0770](#)

Joint resolution appropriating \$200,000 of Matching Tax funds for the acquisition of necessary right-of-way, by agreement or condemnation, and other right-of-way costs

associated with the construction improvement of Delany Road from Yorkhouse Road to Wadsworth Road designated as Section 00-00093-18-WR.

A motion was made by Member Lawlor, seconded by Member O'Kelly, that this resolution be recommended for adoption to the County Board. The motion was carried unanimously.

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

7.21 [11-0772](#)

A joint resolution appropriating \$910,000 of Motor Fuel Tax funds for the construction of an addition to building C at the Division of Transportation campus in Libertyville, replacing three obsolete buildings, to support the maintenance operations and designated as Section 11-00214-19-MG.

A motion was made by Member Lawlor, seconded by Member O'Kelly, that this resolution be recommended for adoption to the County Board. The motion was carried unanimously.

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

7.22 [11-0771](#)

Joint resolution authorizing the execution of an agreement for professional engineering services between Lake County and IMS, Infrastructure Management Services, Rolling Meadows, Illinois, for the annual pavement testing services and associated components for the County's Pavement Management System at a maximum cost of services described of \$60,000, and this resolution also appropriates \$70,000 of Matching Tax Funds and is designated as Section 11-00219-00-ES.

A motion was made by Member Lawlor, seconded by Member O'Kelly, that this resolution be recommended for adoption to the County Board. The motion was carried unanimously.

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

7.23 [11-0789](#)

Joint resolution authorizing agreements with TrafficCast/Traffic Control Corporation, Woodridge, Illinois, and Delcan Corporation, Schaumburg, Illinois, in the amounts of \$45,600 and \$14,925, respectively, for a trial and test of the BlueTOAD Arterial Route Travel Time System, interfacing with Lake County PASSAGE and designated as Section 11-00268-10-TL. This resolution also appropriates \$80,000 of Matching Tax Funds for this purpose.

A motion was made by Member Lawlor, seconded by Member O'Kelly, that this resolution be recommended for adoption to the County Board. The motion was carried unanimously.

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

7.24 [11-0790](#)

Joint resolution authorizing the execution of a supplemental appropriation of \$65,000 and a supplemental agreement between Lake County and AMEC Environment & Infrastructure, Chicago, Illinois, for the provision of additional Phase II professional engineering services for Everett Road at the I-94 Tollway bridge for deck repair and resurfacing, and Deerfield Road at the I-94 Tollway bridge for expansion joint inspection and repair at a supplemental cost of services described of \$53,161 and designated as Section 10-00123-06-RS.

A motion was made by Member Lawlor, seconded by Member O'Kelly, that this resolution be recommended for adoption to the County Board. The motion was carried unanimously.

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

7.25 [11-0784](#)

Joint resolution adopting an ordinance requesting the conveyance of parcels of land and a temporary easement from the Village of Wadsworth to Lake County and effectuating an agreement relating to the widening and resurfacing of Wadsworth Road and other roadway improvements and designated as Section 01-00033-10-ES.

A motion was made by Member Lawlor, seconded by Member O'Kelly, that this resolution be recommended for adoption to the County Board. The motion was carried unanimously.

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

7.26 [11-0788](#)

Joint resolution authorizing the execution of an agreement between Lake County and the Village of Old Mill Creek for the proposed multi-use trail underpass under and across Hunt Club Road as part of Section 02-00076-13-CH.

A motion was made by Member Lawlor, seconded by Member O'Kelly, that this resolution be recommended for adoption to the County Board. The motion was carried unanimously.

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

7.27 [11-0786](#)

Joint resolution authorizing the execution of a master agreement between Lake County and the Village of Lake Zurich regarding the cost for construction, installation and maintenance associated with current and future traffic control signals under the jurisdiction of the Lake County Division of Transportation (LCDOT) and interconnection with Lake County PASSAGE.

A motion was made by Member Lawlor, seconded by Member O'Kelly, that this resolution be recommended for adoption to the County Board. The motion was carried unanimously.

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

7.28 [11-0787](#)

Joint resolution authorizing an intergovernmental agreement between Lake County and the City of Highland Park for the sharing of Computer-Aided Dispatch (CAD) and traffic monitoring video data along various county highways, state roads and toll roads in and about Lake County.

A motion was made by Member Mountsier, seconded by Member O'Kelly, that this resolution be recommended for adoption to the County Board. The motion was carried unanimously.

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

7.29 [11-0785](#)

Joint resolution authorizing the execution of a joint agreement between the Village of Barrington and Lake County for the installation of Lake County PASSAGE wireless communication on a village owned standpipe located at 721 S. Hough Street.

A motion was made by Member Lawlor, seconded by Member O'Kelly, that this resolution be recommended for adoption to the County Board. The motion was carried unanimously.

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

7.30 [11-0803](#)

Joint resolution authorizing the execution of an agreement between the State of Illinois and Lake County for the improvements to the traffic control signals and turn lane widening at the intersection of Bonner Road at US Rte 12. This resolution appropriates \$40,000 of Motor Fuel Tax funds for this improvement designated as Section 11-00140-07-TL.

A motion was made by Member Lawlor, seconded by Member O'Kelly, that this resolution be recommended for adoption to the County Board. The motion was carried unanimously.

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

7.31 [11-0804](#)

Joint resolution authorizing the execution of an agreement between the State of Illinois and Lake County for the improvements to the traffic control signals and turn lane widening at the intersection of Kelsey Road at US Rte 14. This resolution appropriates \$20,000 of Motor Fuel Tax funds for this improvement designated as Section 11-00097-05-TL.

A motion was made by Member Lawlor, seconded by Member O'Kelly, that this resolution be recommended for adoption to the County Board. The motion was carried unanimously.

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 executive session.

9. County Administrator's Report

Buy Local Campaign - Presented by Gary Gordon of Finance and Administrative Services.

Mr. Gordon distributed handouts highlighting the Buy-Local program. Phil Brooks from Finance and Administrative Services reviewed the Purchasing Buy-Local Policy by section. There are several events that will take place to encourage local buy. The first event will take place on August 11, 2011. It is College of Lake County's business and government day. There will be multiple government agencies present. Lake County is hosting a Lake County Vendor Fair at the Central Permit Facility on September 8, 1-3:30 p.m. The fair is designed to encourage local buy and introduce businesses to key department personnel who make brick and mortar business decisions. On September 22, 2011 Lake County is hosting a Job Order Contracting breakfast in the morning. That afternoon there will be a vendor training. A press piece will be sent to the County Board members for their newsletters and notices will be sent out this afternoon to all municipalities and Chamber of Commerce offices. Member Kyle commented that this gives us an opportunity to stimulate the economy within Lake County. Member O'Kelly stated that this Buy-Local policy is only for projects under \$30,000.

Report on the County Website - Presented by Phil Balke of Information Technology.

Mr. Balke informed the Committee that the web-site outage in early May was due to memory and bug issues. Steps have been made to take care of this problem in the future. A patch to the fire wall has been received and installed. Chair Paxton suggested website coordination is needed when there are huge issues being addressed that affect the county. Member Lawlor asked why we host our own website. Mr. Balke explained that the reason why Lake County hosts our own site is because of the cost advantage. We want custom development and that is what also escalates the cost of external hosting.

Technology Options - Presented by Barry Burton, County Administrator, Gary Gordon and Anita Patel of Financial Administrative Services.

I-Pad verses Laptop. It is more cost effective to purchase an ipad over a laptop. Anita Patel reviewed the options. According to the Board Rules, the committee can make the decision if it's a replacement. Otherwise it would be considered a new program request. The board members could also keep their laptops and purchase the IPads from their annual budget. Providing IT support for the iPad is being looked at as well as providing public access to the web at the County Building and at the Central Permit Facility for personal devices. Member Bassi is in favor of going paperless, but not for a new program when we are reducing services as a County. Staff will continue to look at some of the issues posed such as: IT support for the iPad and the connection between Legistar and iPad solutions when trying to view attachments.

The Committee directed staff to replace laptops with iPads and include data package if County Board members choose. Staff will continue to work on the noted issues.

Rules Clarification: Reimbursement for County Chair presented by Barry Burton, County Administrator.

The members discussed the County Board Chairs activities as a representative of the County. It was agreed upon that the County Board chairman should not have to pay for expenses that are not connected to County Board Chair's district. The chair should be reimbursed for expenses that are county related. If a transfer is needed to the County Board budget, it will be done.

Economic Indicators - Presented by Gary Gordon director of Financial and Administrative Services.

10. Adjournment

The meeting was adjourned at 2:40 p.m.

A motion was made by Member Taylor, seconded by Member O'Kelly, that the July 6, 2011 meeting be adjourned. The motion was carried unanimously.

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

*Minutes prepared by Terry Kuss.
Respectfully submitted,*

Chairman

Vice Chairman

Finance and Administrative Committee

