

Lake County Illinois

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



Meeting Minutes - Draft

Wednesday, September 7, 2011

1:00 PM

Conference Room C

Financial and Administrative Committee

1. **Call to Order**

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

Absent 1 - Vice Chair Kyle

Others present:

*Terri Berryman, Workforce Development
Barry Burton, County Administrator
Steve Carlson, County Board
Keith DeVore, Finance & Administrative Services
Michael Gavin, Finance & Administrative Services
Gary Gordon, Finance & Administrative Services
Marci Jumisko, Circuit Court
Terry Kuss, County Board Office
Kevin Lyons, Lake County Sheriff's Department
Rodney Marion, Human Resources
Amy McEwan, County Administrator's Office
Matt Meyers, Planning Building & Development
Joyce Parnell, Workforce Development
Anita Patel, Finance & Administrative Services
Robert Szarzynski, Human Resources
Patrice Sutton Burger, Finance and Administrative Services
Brooke Hooker, Communications
Ryan Waller, County Administrator's Office*

2. **Pledge of Allegiance**

Chair Paxton led the group in the Pledge of Allegiance.

3. **Approval of Minutes**

3.1 **11-0867**

Minutes of August 3, 2011 Meeting.

A motion was made by Member Mountsier, seconded by Member Lawlor, that the minutes of August 3, 2011 meeting be approved. Motion carried unanimously.

Aye: 6 - Member Bassi, Member Mountsier, Member Lawlor, Member O'Kelly, Chair Paxton 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 **11-0792**

Ordinance creating the Lake County Fines and Fees Schedule associated with the Administrative Adjudication Ordinance.

Amy McEwan of County Administrator's Office introduced Matt Meyers of Planning Building and Development who presented the background of the Administrative Adjudication Ordinance to committee. Member O'Kelly noted that she was in favor of steeper fees for individuals who are repeat violators. Chair Paxton stated that he wanted to make sure that during the review period we stay on top of the fees and also evaluate if there are repeat violators. Mr. Meyers explained that overall the program does pay for the enforcement costs and less time is needed on enforcement.

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

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

Law & Judicial

7.2 **11-0839**

Joint resolution authorizing the acceptance of a grant award from the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration, Center for Substance Abuse Treatment and an emergency appropriation of \$208,333 for the Lake County Therapeutic Intensive Monitoring Court Service Enhancement project.

Presented by Marci Jumisko of the 19th Judicial Circuit.

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

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

7.3 **11-0859**

Joint resolution authorizing an emergency appropriation of \$13,291 from the Illinois Criminal Justice Information Authority to execute Program Agreement #507803 with the Nineteenth Judicial Circuit Juvenile Pre-Employment Program and related line item and interfund transfers.

Presented by Marci Jumisko of the 19th Judicial Circuit.

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

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

7.4 11-0877

Joint resolution authorizing an emergency appropriation and acceptance of a grant award in the amount of \$9,240 for a Tobacco Enforcement program from the State of Illinois Liquor Control Commission.

Presented by Kevin Lyons of the Sheriffs Office.

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

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

7.5 11-0888

Joint resolution authorizing the renewal of the State's Attorney's Multi-Jurisdictional Drug Prosecution grant agreement #409023 awarded by the Illinois Criminal Justice Information Authority, including \$204,858 in federal funds.

Presented by Amy McEwan of the County Administrator's Office.

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

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

Health & Community Services

7.6 11-0873

Joint resolution authorizing the Lake County Workforce Development Department to enter into an agreement with X-treme Cleaning Services, Grayslake in the amount of \$21,120.

Presented by Terri Berryman of Workforce Development.

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

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

7.7 11-0874

Joint resolution authorizing the Lake County Workforce Development Department to enter into an agreement with Allan-Odis, Inc., Zion in the amount of \$36,480.

Presented by Terri Berryman of Workforce Development.

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

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

7.8 11-0882

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Trade Adjustment and Assistance Act grant and authorizing an emergency appropriation of \$31,201.

Presented by Terri Berryman of Workforce Development.

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

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

Public Works & Transportation

7.9 11-0881

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

A motion was made by Member Taylor, seconded by Member Mountsier, to approve items 7.9 through 7.22 for recommendation for adoption to the County Board. Motion carried unanimously.

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

7.10 11-0887

Joint resolution authorizing execution of a contract with Tecorp, Inc. in the amount of \$142,333 for the FY2011 Facilities Painting Project.

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

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

7.11 11-0895

Joint resolution authorizing the execution of a contract with Chicago Trenchless Rehabilitation Systems, Inc. in the amount of \$80,915 for the FY2010 Sanitary Sewer Rehabilitation Project.

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

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

7.12 11-0894

Joint resolution authorizing the execution of a contract with PirTano Construction Company in the amount of \$2,775,505 for the Diamond-Sylvan Lake Diversion Phase II Project.

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

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

7.13 11-0893

Joint resolution authorizing execution of an intergovernmental agreement (IGA) with CLCJAWA for sharing of costs associated with expansion investigation study.

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

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

7.14 11-0889

Joint resolution appropriating \$2,543,000 of Matching Tax funds, \$2,227,500 of Motor Fuel Tax funds and \$5,929,500 of ¼% for Transportation and Public Safety Tax funds for the reconstruction and widening of Delany Road, from York House Road to Wadsworth Road, and designated as Section 00-00093-18-WR.

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

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

7.15 11-0896

Joint resolution appropriating \$300,000 of County Bridge Tax funds for the emergency procurement of professional engineering services, contractual construction services and equipment required to repair 1,100 lineal feet of failed drain tile in the Four Corners Drainage Basin, which is flooding Wilson Road and designated as Section 10-00070-09-DR.

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

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

7.16 11-0907

Joint resolution appropriating a supplemental amount of \$360,000 of Matching Tax funds for the acquisition of necessary right-of-way and other right-of-way costs associated with the roundabout improvement to the intersection of Cedar Lake Road at Monaville Road designated as Section 06-00153-07-CH.

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

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

7.17 11-0910

Joint resolution approving the transfer of county property that is in the vicinity of Russell Road and I-94/US Rte. 41 in unincorporated Lake County to the State of Illinois to facilitate the future improvements by IDOT of the interchange of I-94/US Rte. 41 at Russell Road, at the total value of \$6,500.

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

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

7.18 11-0885

Joint resolution authorizing a contract for the maintenance of traffic control signals, street lights and Lake County PASSAGE field elements for the period from December 1, 2011, to November 30, 2012, and designated as Section 12-00000-01-GM to Meade Electric Company, McCook, Illinois, in the amount of \$1,014,831.

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

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

7.19 11-0903

Joint resolution authorizing the execution of an agreement for the obligation of \$226,135 in federal highway funds allocated to Lake County for the improvement at the intersection of Butterfield Road at IL Rte 60 and the CNRR and designated as Section 04-00137-00-RR, or other Lake County federal projects.

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

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

7.20 11-0904

Joint resolution authorizing the execution of an agreement for the obligation of \$904,540 in federal highway funds allocated to Lake County for the improvement at the intersection of IL Rte 120 and Gilmer Road as part of the IL 120 Unified Vision Plan and designated as Section 08-00073-08-CH.

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

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

7.21 11-0899

Joint resolution appropriating \$95,000 of Motor Fuel Tax funds for the relocation of the Lake County Division of Transportation's access driveway from the south side of the parking lot to the north side to provide more separation from the intersection of the County's Libertyville Government Campus east roadway and Winchester Road and designated as Section 10-00214-20-CH.

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

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

7.22 11-0890

Joint resolution authorizing the execution of Amendment 1 to the agreement between Lake County and the Village of Old Mill Creek for the proposed multi-use trail underpass under and across Hunt Club Road and appropriating \$40,000 of Matching Tax funds for the county's portion of the improvement and designated as Section 11-00076-17-CH.

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

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

Financial & Administrative

7.23 11-0892

Recommendation to Upgrade a Part-Time Position to Full-Time

Presented by Rodney Marion of Human Resources.

A motion was made by Member Mountsier, seconded by Member Bassi, that this committee action item be approved. Motion carried unanimously.

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

7.24 11-0876

Resolution authorizing line-item transfers between various funds for the purpose of transferring previously approved funds.

Presented by Patrice Sutton Burger of Finance and Administrative Services.

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

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

7.25 11-0906

Resolution authorizing a contract for professional auditing services for Lake County for a one year period with Baker Tilly Virchow Krause, LLP, Madison, WI in the amount of \$214,600.

Presented by Patrice Sutton Burger of Finance and Administrative Services.

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

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

7.26 11-0909

Resolution authorizing emergency appropriations for FY 2011 in various funds for certain projects, items and activities, which were budgeted in the prior year and not completed.

Presented by Patrice Sutton of Finance and Administrative Services.

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

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

7.27 11-0860

Resolution authorizing a contract with ING, Chicago, IL for Group Term and Optional Life Insurance for Lake County for a two (2) year period plus renewals.

Presented by Rodney Marion of Human Resources.

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

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

7.28 11-0861

Resolution authorizing a contract with Delta Dental of Illinois, Naperville, IL for Dental Insurance Services for Lake County for a two (2) year period plus renewals.

Presented by Rodney Marion of Human Resources. The Committee requested employees be notified of the change in the Dental plan.

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

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

7.29 11-0905

Resolution approving the County's 2012 Health, Life and Dental Insurance Plan.

Presented by Rodney Marion of Human Resources Department. During the open enrollment time, the employees can receive assistance with registering. Robert Szarzynski is the point person for NACO drug discount card inquiries.

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

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

7.30 11-0919

Committee action clarifying board member expenses.

Presented by Gary Gordon of Finance and Administrative Services. Mr. Gordon explained that the County Board rules allows for a total of \$95 for cell and data (Blackberry). A committee action is needed to allow the substitute of a laptop for an iPad, which would include the data package. A county board member may have a blackberry/cell phone and an iPad with data package and a cell phone. Member Taylor noted that he uses his personal iPad for county business and would he be able to continue to use that iPad. Yes, County board members may continue to use their personal devices. Member Lawlor did say that everything is liable for FOIA on a personal device if it is used for County business.

A motion was made by Member Mountsier, seconded by Member Taylor, that this committee action item be approved. Motion carried unanimously.

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

8. Executive Session

8.1 Executive session to discuss litigation.

A motion was made by Member Mountsier, seconded by Member Lawlor, to go into executive session to discuss litigation. The motion carried unanimously.

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

9. County Administrator's Report

Barry Burton raised the concern regarding the funding cuts for Mental Health programs.

Without money in these programs, individuals needing medications to manage a mental illness may have to wait six weeks for an assessment after being released. Probation, Courts, States Attorney and Public Defender met to talk about re-allocating funds to address these concerns. Irene has been asked to do a study to identify any correlations and present data. This data will be used to see if there is a better way to provide help to individuals that need treatment for mental illness.

Member Bassi inquired about the 25 cuts in the Health Department and strongly encouraged staff to look at the data from the time the cuts actually took place.

It was the consensus of the Committee that if funding goes away from a program and renders the program ineffective, the County needs to take a look at the program to see if a different approach would be more affective.

It has not been determined as of yet how the Obama health program is going to further affect Lake County Health.

Presentation on sponsorships

Presented by Michael Gavin of Finance and Administrative Services.

Mr. Gavin gave some options for potential revenue sources through the use of sponserships. The one option is to avertise on the following: the passage website, the GIS website, and the County Map. It would be necessary to create a policy for such advertising and it would be recommended for the County to work through a third party vendor. The committee was asked for their willingness to explore these options. Member Lawlor did not like it, but if it moved forward he would request a disclaimer protecting the County. Member Bassi was not in favor of this as well. Member Taylor thanked Mr. Gavin for his efforts. Member Mountsier was not in favor of the options. It was a majority that the website was off limits for now, but the Committee would be open to look at this recommendation again in the future. Member O'Kelly was in agreement with allowing advertising on the internet sites.

Another issue presented by Gary Gordon of Finance and Administrative Services, was identifying sponsorship on printed materials to offset the costs. The members were in favor of this but wanted to see the policy. Member Lawlor stated that the add should be a financial benefit to provide the material and also provide a benefit to the Lake County residents. It was the majority of the committee that the printed material, including the newsletter, allow sponsorship to offset the costs, with the further research on a policy. Member Bassi was not in agreement because of her concern of policy interpretation.

10. Adjournment

The meeting was adjourned.

A motion was made by Member Lawlor, seconded by Member Taylor, that this meeting be adjourned. The motion carried unanimously.

Aye: 6 - Member Bassi, 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