

# Lake County Illinois

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



## **Meeting Minutes - Final**

**Wednesday, January 6, 2016**

**11:00 AM**

**Conference Room C, 10th Floor**

**Revenue, Records, and Legislation Committee**

1. **Call to Order**

*Vice Chair Mathis called the meeting to order at 11:00 A.M.*

**Present** 6 - Vice Chair Mathias, Member Durkin, Member Nixon, Member Rummel, Member Werfel and Member Wilke

**Absent** 1 - Chair Hewitt

*Others Present:*

*Aaron Lawlor, County Board Chair  
Sandy Hart, County Board Member  
Barry Burton, County Administrator  
Ryan Waller, County Administrator's office  
Ben Gilbertson, County Administrator's office  
Gary Gordon, Finance and Administrative Services  
Anthony Cooling, Finance and Administrative Services  
RuthAnne Hall, Finance and Administrative Services  
Carla Wyckoff, County Clerk  
Marty Paulson, Chief County Assessor  
Matthew Fronk, State's Attorney's office  
Heather Galan, Public Works  
Teresa Bond, Finance and Administrative Services*

2. **Pledge of Allegiance**

*Assistant County Administrator Ryan Waller led the group in the Pledge of Allegiance.*

3. **Approval of Minutes**

3.1 [16-0039](#)

Minutes from October 7, 2015.

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

**Aye:** 5 - Vice Chair Mathias, Member Durkin, Member Nixon, Member Werfel and Member Wilke

**Absent:** 1 - Chair Hewitt

**Not Present:** 1 - Member Rummel

3.2 [16-0026](#)

Minutes from November 4, 2015.

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

**Aye:** 5 - Vice Chair Mathias, Member Durkin, Member Nixon, Member Werfel and Member Wilke

**Absent:** 1 - Chair Hewitt

**Not Present:** 1 - Member Rummel

3.3 [16-0027](#)

Executive Session Minutes from November 4, 2015.

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

**Aye:** 5 - Vice Chair Mathias, Member Durkin, Member Nixon, Member Werfel and Member Wilke

**Absent:** 1 - Chair Hewitt

**Not Present:** 1 - Member Rummel

4. **Added to Agenda**

*There were no items added to the agenda.*

5. **Public Comment**

*There were no public comments.*

6. **Old Business**

*There was no old business to conduct.*

7. **New Business**

**COUNTY CLERK**

7.1 [15-1315](#)

Report from Carla N. Wyckoff, County Clerk, for the month of October 2015.

**A motion was made by Member Wilke, seconded by Member Nixon, that this report be received and placed on the consent agenda. The motion carried by the following vote:**

**Aye:** 5 - Vice Chair Mathias, Member Durkin, Member Nixon, Member Werfel and Member Wilke

**Absent:** 1 - Chair Hewitt

**Not Present:** 1 - Member Rummel

7.2 [15-1357](#)

Report from Carla N. Wyckoff, County Clerk, for the month of November 2015.

**A motion was made by Member Wilke, seconded by Member Nixon, that this report be received and placed on the consent agenda. The motion carried by the following vote:**

**Aye:** 5 - Vice Chair Mathias, Member Durkin, Member Nixon, Member Werfel and Member Wilke

**Absent:** 1 - Chair Hewitt

**Not Present:** 1 - Member Rummel

7.3 [15-1360](#)

Joint resolution authorizing the Chairman of the Board to execute a lease extension with Peak Properties, Chicago, Illinois, for office and storage space utilized to house and store elections equipment in the annual amount of \$185,400.

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

**Aye:** 4 - Vice Chair Mathias, Member Nixon, Member Werfel and Member Wilke

**Nay:** 1 - Member Durkin

**Absent:** 1 - Chair Hewitt

**Not Present:** 1 - Member Rummel

**RECORDER OF DEEDS**

7.4 [15-1263](#)

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of October 2015.

**A motion was made by Member Nixon, seconded by Member Wilke, that this report be received and placed on the consent agenda. The motion carried by the following vote:**

**Aye:** 5 - Vice Chair Mathias, Member Durkin, Member Nixon, Member Werfel and Member Wilke

**Absent:** 1 - Chair Hewitt

**Not Present:** 1 - Member Rummel

7.5 [15-1338](#)

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of November 2015.

**A motion was made by Member Nixon, seconded by Member Wilke, that this report be received and placed on the consent agenda. The motion carried by the following vote:**

**Aye:** 5 - Vice Chair Mathias, Member Durkin, Member Nixon, Member Werfel and Member Wilke

**Absent:** 1 - Chair Hewitt

**Not Present:** 1 - Member Rummel

8. **Executive Session**

*There was no executive session.*

9. **County Administrator's Report**

*Marty Paulson, Chief County Assessor's Office, updated the committee on the tax system replacement project, which will go live in late 2017. There are a few challenges with data*

*conversion that IT is working on with various departments. The Board of Review is in the last stages of their work to conclude the session by end of January. This is driven by the general assessment year and volume they had. There have been about 18,600 filings, of 18,600 about 7,500 of the cases were filed by letter which requires the board to make their decision by the evidence, similar to the property tax appeal board process. He noted that the State multiplier should not be any concern at this point as it was a few years ago. He also noted that assessments are going to significantly increase; he went through the available percentages. He addressed publication costs and the issue of some township assessors that reassess their jurisdictions in non-general assessment years. Mapping staff moving to the assessor's office is working out really well. Nice conversion of both departments. Discussion ensued.*

*Member Rummell entered the meeting at 11:20 A.M.*

**10. Adjournment**

*Vice Chair Mathis adjourned the meeting at 11:45 A.M.*

*Minutes prepared by Teresa Bond.*

*Respectfully submitted,*

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*Chairman*

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*Vice-Chairman*

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*Revenue, Records & Legislation Committee*