

# Lake County Illinois

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



## **Meeting Minutes - Final**

**Thursday, October 27, 2022**

**8:30 AM**

**Assembly Room, 10th Floor or register to virtually attend at  
<https://bit.ly/3SgAYLk>**

**Financial & Administrative Committee**

**PUBLIC ATTENDANCE:** The public can attend Lake County Committee and Board meetings (two options):

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower (9th Floor, if necessary), 18 N. County Street, Waukegan, Illinois.
- (2) Remote / virtual attendance through registration at the link on the front page of this agenda.

**RECORDING:** Meetings, to include Public Comment, will be recorded.

**PUBLIC COMMENT:** The public will be afforded time to comment on matters related to the business of the County Board. A total of 30 minutes will be permitted for Public Comment and no more than three minutes per comment. In general, Public Comment on items not on the agenda will be presented near the beginning of the meeting. Public Comment on agenda items may be presented during consideration of that item. Individuals attending in-person or remotely may present their Public Comment during the meeting. Individuals not in attendance may provide written Public Comment that must be received by 3:00 p.m. the day prior to the meeting (emailed to [PublicComment@Lakecountyil.gov](mailto:PublicComment@Lakecountyil.gov) or delivered to the County Board Office 18 N. County Street, Waukegan, Illinois (10th floor)).

Public Comment will proceed in the following order: (1) Public Comment by individuals in attendance on the 10th Floor, (2) Public Comment by individuals who registered via the link on the front page of the agenda and are attending remotely / virtually, and then (3) written comments.

Individuals providing Public Comment will provide the following information:

- \* Meeting: Financial & Administrative Committee (Subject line for written Public Comment)
- \* Name (REQUIRED)
- \* Topic or Agenda Item # (REQUIRED)
- \* Street Address, City, State (Optional)
- \* Phone Number (Optional)
- \* Organization/Agency/etc. Represented (If representing yourself, put "Self")

\*\*\*To view County Board Rules, click here: <https://bit.ly/3idRdrV>\*\*\*

**1. Call to Order**

*Chair Frank called the meeting to order at 8:35 a.m.*

**2. Pledge of Allegiance**

*Chair Frank led the Pledge of Allegiance.*

**3. Roll Call of Members**

**Present** 5 - Chair Frank, Member Kyle, Member Pedersen, Vice Chair Vealitzek and Member Wilke

**Absent** 2 - Member Danforth and Member Simpson

*\* Electronic Attendance: Member Kyle*

*Other Attendees:*

*In Person:*

*Carissa Casbon, County Board Member*

*Carl Kirar, Facilities and Construction*

*Cassandra Hiller, County Administrator's Office*

*Darcy Adcock, Human Resources*

*Gary Gibson, County Administrator's Office*

*Jim Hawkins, County Administrator's Office*

*John Light, Human Resources*

*Kevin Considine, Lake County Partners*

*Kristy Cechini, County Board Office*

*Matt Meyers, County Administrator's Office*

*Melissa Gallagher, Finance*

*Patrice Sutton, Finance*

*Electronically:*

*Abby Krakow, Communications*

*Adam Krueger, Finance*

*Alex Carr, Communications*

*Carl Kirar, Facilities and Construction*

*Chris Blanding, Enterprise Information Technology*

*Claudia Gilhooley, 19th Judicial Circuit Court*

*Dustin Smothers, Division of Transportation*

*Elizabeth Brandon, County Administrator's Office*

*Errol Lagman, Finance*

*Frank D'Andrea, Finance*

*Gary Gibson, County Administrator's Office*

*Holly Kim, Treasurer*

*Janna Philipp, County Administrator's Office*

*Jennifer White, Division of Transportation*

*Jim Chamernik, Sheriff's Office*

*Joel Sensenig, Public Works*

*Jolanda Dinkins, County Board Office*

*Jon Nelson, Division of Transportation*  
*Joy Gossman, Public Defender*  
*Karen Fox, State's Attorney's Office*  
*Kevin Dominguez, Finance*  
*Kevin Quinn, Communications*  
*Mark Pfister, Health Department*  
*Mary Crain, Division of Transportation*  
*Matt Meyers, County Administrator's Office*  
*Melanie Nelson, State's Attorney's Office*  
*Michael Klemens, Division of Transportation*  
*Michael Wheeler, Finance*  
*Mick Zawislak, Daily Herald*  
*Nick Principali, Finance*  
*Nicole Rogers, Finance*  
*Ruby Acosta, Finance*  
*RuthAnne Hall, Purchasing*  
*Shane Schneider, Division of Transportation*  
*ShaTin Gibbs, Finance*  
*Sonia Hernandez, County Administrator's Office*  
*Susan August, Purchasing*  
*Teri White, State's Attorney's Office*  
*Terri Kath, Enterprise Information Technology*  
*Theresa Glatzhofer, County Board Office*

**4. Addenda to the Agenda**

*There were no additions or amendments to the agenda.*

**5. Public Comment (Items Not on the Agenda)**

*There were no comments from the public.*

**6. Chair's Remarks**

*There were no remarks from the Chair.*

**7. Unfinished Business**

*There was no unfinished business to discuss.*

**8. New Business**

**CONSENT AGENDA (Items 8.1 - 8.12)**

**\*MINUTES\***

**8.1 [22-1578](#)**

Committee action item approving the Financial and Administrative Committee Meeting minutes from September 29, 2022.

**Attachments:** [F&A 9.29.22 Final Minutes](#)

**A motion was made by Vice Chair Vealitzek, seconded by Member Pedersen, that these minutes be approved. The motion carried by the following voice vote:**

**Aye:** 5 - Chair Frank, Member Kyle, Member Pedersen, Vice Chair Vealitzek and Member Wilke

**Absent:** 2 - Member Danforth and Member Simpson

8.2 [22-1579](#)

Committee action item approving the Financial and Administrative Committee Meeting minutes from October 6, 2022.

**Attachments:** [F&A 10.6.22 Final Minutes](#)

**A motion was made by Vice Chair Vealitzek, seconded by Member Pedersen, that these minutes be approved. The motion carried by the following voice vote:**

**Aye:** 5 - Chair Frank, Member Kyle, Member Pedersen, Vice Chair Vealitzek and Member Wilke

**Absent:** 2 - Member Danforth and Member Simpson

8.3 [22-1587](#)

Committee action approving the F&A Special Committee on COVID-19 Recovery ("CARES Committee") minutes from September 18, 2020.

**Attachments:** [CARES F&A Special Committee 9.18.20 Final Minutes](#)

**A motion was made by Vice Chair Vealitzek, seconded by Member Pedersen, that these minutes be approved. The motion carried by the following voice vote:**

**Aye:** 5 - Chair Frank, Member Kyle, Member Pedersen, Vice Chair Vealitzek and Member Wilke

**Absent:** 2 - Member Danforth and Member Simpson

8.4 [22-1603](#)

Committee action approving the F&A Special Committee on COVID-19 Recovery and Investments ("ARPA Committee") minutes from August 26, 2022.

**Attachments:** [ARPA F&A Special Committee 8.26.22 Final Minutes](#)

**A motion was made by Vice Chair Vealitzek, seconded by Member Pedersen, that these minutes be approved. The motion carried by the following voice vote:**

**Aye:** 5 - Chair Frank, Member Kyle, Member Pedersen, Vice Chair Vealitzek and Member Wilke

**Absent:** 2 - Member Danforth and Member Simpson

**\*REPORTS\***

8.5 [22-1570](#)

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of September 2022.

**Attachments:** [September 2022](#)

**A motion was made by Vice Chair Vealitzek, seconded by Member Pedersen, that**

**this report be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Chair Frank, Member Kyle, Member Pedersen, Vice Chair Vealitzek and Member Wilke

**Absent:** 2 - Member Danforth and Member Simpson

**\*PUBLIC WORKS, PLANNING & TRANSPORTATION\***

**8.6 [22-1561](#)**

Joint resolution authorizing execution of a contract with Great Lakes Water Resources Group, Inc. of Joliet, Illinois, in the amount of \$130,200 for the North Libertyville Estates Levee Relief Well Replacement Project in Unincorporated Libertyville, Illinois.

**Attachments:** [22-1561 NLE Levee Bid Tab](#)  
[22-1561 NLE Levee Relief Bid Doc](#)  
[22-1561 NLE Levee Relief Vendor Disclosure](#)  
[22-1561 NLE Levee Relief Well Location Map](#)

**A motion was made by Vice Chair Vealitzek, 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:** 5 - Chair Frank, Member Kyle, Member Pedersen, Vice Chair Vealitzek and Member Wilke

**Absent:** 2 - Member Danforth and Member Simpson

**8.7 [22-1552](#)**

Joint resolution appropriating \$50,000 of Motor Fuel Tax funds for the Fiscal Year (FY) 2023 repair and replacement of various guardrail and fence installations, under the applicable Illinois Highway Code.

**A motion was made by Vice Chair Vealitzek, 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:** 5 - Chair Frank, Member Kyle, Member Pedersen, Vice Chair Vealitzek and Member Wilke

**Absent:** 2 - Member Danforth and Member Simpson

**8.8 [22-1553](#)**

Joint resolution appropriating \$152,500 of Matching Tax funds for contract documents, inspections, and maintenance of native landscape areas along various County highways.

**A motion was made by Vice Chair Vealitzek, 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:** 5 - Chair Frank, Member Kyle, Member Pedersen, Vice Chair Vealitzek and Member Wilke

**Absent:** 2 - Member Danforth and Member Simpson

8.9 [22-1554](#)

Joint resolution appropriating \$35,000 of County Bridge Tax funds and \$174,000 of Matching Tax funds to provide for Fiscal Year (FY) 2023 acquisition of materials and services needed to maintain items such as drainage and bridge facilities, pavements, shoulders, guardrails, fencing, signage, and right-of-way.

**A motion was made by Vice Chair Vealitzek, 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:** 5 - Chair Frank, Member Kyle, Member Pedersen, Vice Chair Vealitzek and Member Wilke

**Absent:** 2 - Member Danforth and Member Simpson

8.10 [22-1556](#)

Joint resolution appropriating \$97,700 of County Bridge Tax funds, \$159,000 of Matching Tax funds and \$163,800 of ¼% Sales Tax for Transportation funds for Fiscal Year (FY) 2023 general engineering and support services needed to address items such as soil, environmental, drainage, bridge, wetland, easement, and right-of-way purchases.

**A motion was made by Vice Chair Vealitzek, 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:** 5 - Chair Frank, Member Kyle, Member Pedersen, Vice Chair Vealitzek and Member Wilke

**Absent:** 2 - Member Danforth and Member Simpson

8.11 [22-1558](#)

Joint resolution authorizing a contract with Lorig Construction Company, Des Plaines, Illinois, in the amount of \$296,594.30, for the replacement of pedestrian bridge decks at various locations in Lake County, Illinois, which will be improved under the Illinois Highway Code, and appropriating \$360,000 of Matching Tax funds.

**Attachments:** [22-1558 Bid Tab - Bridge Repairs 2022](#)  
[22-1558 Location Map, 2022 Pedestrian Bridge Repairs](#)  
[22-1558 Vendor Disclosure, Lorig Construction](#)

**A motion was made by Vice Chair Vealitzek, 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:** 5 - Chair Frank, Member Kyle, Member Pedersen, Vice Chair Vealitzek and Member Wilke

**Absent:** 2 - Member Danforth and Member Simpson

8.12 [22-1560](#)

Joint resolution authorizing a supplemental appropriation of \$171,882.06 of ¼% Sales Tax for Transportation funds for the intersection improvement of River Road at Roberts Road.

**Attachments:** [22-1560 Location Map, River at Roberts Road](#)

**A motion was made by Vice Chair Vealitzek, 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:** 5 - Chair Frank, Member Kyle, Member Pedersen, Vice Chair Vealitzek and Member Wilke

**Absent:** 2 - Member Danforth and Member Simpson

**REGULAR AGENDA**

**\*LAKE COUNTY PARTNERS\***

8.13 [22-1585](#)

Lake County Partners Update.

**Attachments:** [F&A 10-27-22](#)

*Kevin Considine, President and CEO, Lake County Partners, presented on the Lake County Partners' updates. Discussion ensued.*

**\*PUBLIC WORKS, PLANNING & TRANSPORTATION\***

8.14 [22-1557](#)

Joint resolution authorizing an agreement with the Chicago Metropolitan Agency for Planning (CMAP) that will guide the partnership and technical assistance services to be provided by CMAP for the creation of a county-wide safety action plan.

**Attachments:** [22-1557 Safety Action Plan - CMAP Agreement Draft](#)

*Shane Schneider, Division of Transportation Director, reported on the agreement with the Chicago Metropolitan Agency for Planning (CMAP).*

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

**Aye:** 5 - Chair Frank, Member Kyle, Member Pedersen, Vice Chair Vealitzek and Member Wilke

**Absent:** 2 - Member Danforth and Member Simpson

8.15 [22-1559](#)

Joint resolution authorizing a contract with Campanella and Sons, Inc., Wadsworth,



Illinois, in the amount of \$3,392,455.57 for the intersection improvement of Ela Road and Long Grove Road and appropriating \$4,075,000 of ¼% Sales Tax for Transportation funds.

**Attachments:** [22-1559 Bid Tab - Ela Road at Long Grove Road](#)  
[22-1559 Location Map, Ela Road at Long Grove Road](#)  
[22-1559 Vendor Disclosure, Campanella and Sons](#)

*Shane Schneider, Division of Transportation Director, reported on the contract with Campanella and Sons, Inc. for the intersection improvement of Ela Road and Long Grove Road. Discussion ensued.*

**A motion was made by Vice Chair Vealitzek, 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:** 5 - Chair Frank, Member Kyle, Member Pedersen, Vice Chair Vealitzek and Member Wilke

**Absent:** 2 - Member Danforth and Member Simpson

**\*FINANCIAL & ADMINISTRATIVE\***

**Facilities and Construction Services**

**8.16 [22-1589](#)**

Director's Report - Facilities and Construction Services.

**Attachments:** [FY2023 FCS Procurement Strategy\\_27OCT22](#)

*Carl Kirar, Facilities and Construction Director, provided an overview of the draft Job Order Contract (JOC) policy and the types of contracts. Discussion ensued.*

**Human Resources**

**8.17 [22-0031](#)**

Director's Report - Human Resources.

*There was no Human Resources Director's report.*

**Enterprise Information Technology**

**8.18 [22-0030](#)**

Director's Report - Enterprise Information Technology.

*There was no Enterprise Information Technology Director's report.*

**Finance**

**8.19 [22-1599](#)**

Resolution authorizing an emergency appropriation in the amount of \$30,580,582 in the Series 2022 GO Bond Debt Service Fund of both revenue and expense for the funding of capital expenses associated with the Regional Operations and Communications (ROC) Facility.

*Patrice Sutton, Chief Financial Administrator, reported on the Bond Debt Service Fund for*

*the Regional Operations and Communication (ROC) Facility. Discussion ensued.*

**A motion was made by Vice Chair Vealitzek, 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:** 5 - Chair Frank, Member Kyle, Member Pedersen, Vice Chair Vealitzek and Member Wilke

**Absent:** 2 - Member Danforth and Member Simpson

**8.20 [22-0032](#)**

Director's Report - Finance.

*Patrice Sutton, Chief Financial Officer, introduced Mike Wheeler, Budget Manager, Finance, and reported on the amendments to the budget. This item will be on the next Financial and Administrative Committee Meeting for approval. Discussion ensued.*

**9. County Administrator's Report**

*There was no County Administrator's report.*

**10. Executive Session**

**A motion was made by Member Vealitzek, seconded by Member Pedersen, to go into executive session. The motion carried by the following roll call vote:**

**Aye:** 5 - Chair Frank, Member Kyle, Member Pedersen, Vice Chair Vealitzek and Member Wilke

**Absent:** 2 - Member Danforth and Member Simpson

**10.1 [22-0035](#)**

Executive Session to discuss personnel matters pursuant to 5 ILCS 120/2 (c)(1).

**10.2 [22-0036](#)**

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

**10.2 [22-1584](#)**

**A**

Committee action approving the Financial and Administrative Committee's Executive Session Minutes from September 29, 2022.

*Postponed until the next Financial Administrative Committee Meeting.*

**10.2 [22-1398](#)**

**B**

Committee action regarding periodic review of closed session minutes.

**A motion was made by Vice Chair Vealitzek, seconded by Member Pedersen, that these minutes be approved. The motion carried by the following voice vote:**

**Aye:** 5 - Chair Frank, Member Kyle, Member Pedersen, Vice Chair Vealitzek and Member Wilke

**Absent:** 2 - Member Danforth and Member Simpson

**11. Members' Remarks**

*There were no remarks from Members.*

**12. Adjournment**

*Chair Frank declared the meeting adjourned at 9:28 a.m.*

**Next Meeting: November 2, 2022**

*Minutes prepared by Kristy Cechini.*

*Respectfully submitted,*

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*Financial and Administrative Committee, Chair*