

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, June 26, 2013

11:00 AM

Conference Room C, 10th Floor

Revenue, Records and Legislation Committee

1. **Call to Order**

Chair Hewitt called the meeting to order at 11:00 a.m.

Present 7 - Chair Hewitt, Vice Chair Rummel, Member Durkin, Member Nixon, Member Paxton, Member Stolman and Member Wilke

Others Present:

Patrice Sutton Burger, Finance and Administrative Services

Barry Burton, County Administrator

Brooke Hooker, Communications, County Administrator's Office

Karl Jackson, Communications, County Administrator's Office

Aaron Lawlor, Lake County Board Chairman

Amy McEwan, Deputy County Administrator

Nick Sauer, Lake County Board Member

2. **Pledge of Allegiance**

Chair Hewitt requested that Member Durkin lead the group in the Pledge of Allegiance.

3. **Approval of Minutes**

3.1 [13-0757](#)

Minutes from June 5, 2013.

A motion was made by Member Durkin, seconded by Member Nixon, that the June 5, 2013 minutes be approved. The motion carried by the following vote:

Aye: 5 - Chair Hewitt, Member Durkin, Member Nixon, Member Stolman and Member Wilke

Not Present: 2 - Vice Chair Rummel and Member Paxton

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

Present 7 - Chair Hewitt, Vice Chair Rummel, Member Durkin, Member Nixon, Member Paxton, Member Stolman and Member Wilke

7.1 [13-0686](#)

Report from Willard R. Helander, County Clerk, for the month of May, 2013.

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

Aye: 5 - Chair Hewitt, Member Durkin, Member Nixon, Member Stolman and Member Wilke

Not Present: 2 - Vice Chair Rummel and Member Paxton

RECORDER OF DEEDS

7.2 [13-0692](#)

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of May, 2013.

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

Aye: 5 - Chair Hewitt, Member Durkin, Member Nixon, Member Stolman and Member Wilke

Not Present: 2 - Vice Chair Rummel and Member Paxton

TREASURER

7.3 [13-0752](#)

Report from Robert Skidmore, Treasurer, for the month of May, 2013.

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

Aye: 5 - Chair Hewitt, Member Durkin, Member Nixon, Member Stolman and Member Wilke

Not Present: 2 - Vice Chair Rummel and Member Paxton

7.4 [13-0701](#)

Joint resolution designating American Enterprise Bank as an additional depository in which the funds and monies in the custody of Robert Skidmore, as County Treasurer and as Ex-Officio County Collector, may be deposited.

Deputy Administrator Amy McEwan presented the request.

A motion was made by Member Nixon, seconded by Member Wilke, that this resolution be recommended for adoption by the County Board. The motion carried by the following voice vote.

Aye: 5 - Chair Hewitt, Member Durkin, Member Nixon, Member Stolman and Member Wilke

Not Present: 2 - Vice Chair Rummel and Member Paxton

COUNTY ASSESSOR

7.5 [13-0530](#)

Resolution declaring that the number of appeals annually filed with the Board of Review creates an emergency situation causing the need for an expanded Board of Review.

Marty Paulson of the Assessor's Office discussed the possible appointment of qualified candidates for an expanded Board of Review. He indicated that the number of appeals that have been filed with the Board of Review has created an emergency situation and a need for an expanded Board of Review. He stated that the declaration of an emergency

allows the Chairman of the Board of Review to appoint candidates to the committee who would strictly serve to assist in reviewing filed appeals.

Upon inquiry from Member Wilke, Mr. Paulson indicated that there are three permanent members but these would be temporary. He stated that there is list of 25 candidates and that each would require to take a qualification exam. Deputy Administrator Amy McEwan noted that annual appointments are required.

A motion was made by Member Durkin, seconded by Member Wilke, that this item be recommended for adoption to the regular agenda. The motion carried by the following vote:

Aye: 5 - Chair Hewitt, Member Durkin, Member Nixon, Member Stolman and Member Wilke

Not Present: 2 - Vice Chair Rummel and Member Paxton

8. Executive Session

There was no executive session.

9. County Administrator's Report

9.1 [13-0382](#)

State Legislative Update.

County Administrator Barry Burton provided an update to House Bill 2418 which impacts the County Clerk office. It is unlikely that Governor Quinn will veto the language regarding Lake County.

Member Paxton arrived at 11:09 a.m.

Lake County Board Chairman Aaron Lawlor indicated that the Governor's office had asked the County to have its delegation sign a letter expressing its disfavor with the bill and declaring that the action was not initiated by any of its members before considering any veto. He stated that he does not think the County can secure all required signatures. Mr. Burton noted that even with a letter, it is highly unlikely that a veto will occur.

Mr. Burton stated that all options are being review, noting the amount of work and cost that will be required to implement the Election Commission within the 90 day timeframe after the Governor's signing of the bill.

Member Rummel arrived at 11:28 a.m.

Lake County Board Member Nick Sauer inquired whether Clerk employees can be appointed to the Election Commission. Mr. Burton replied that it would not be feasible. Member Nixon inquired what may happen to staff. Mr. Burton indicated that further analysis is still required.

Upon inquiry from Member Nixon, Chair Lawlor identified Counties that have Election Commissions. He indicated that DuPage County's Election Commission was agreed to

by DuPage County.

9.2 [13-0633](#)

Presentation by the Chief County Assessor regarding public outreach efforts.

Marty Paulson of the Assessor's Office provided a report on the public outreach efforts regarding assessments. He identified townships that will soon have their assessment notice published in the newspaper and assessments mailed to its residents. He indicated that the people who have signed up for Constant Contact will be updated about assessment notices and information will be also be posted on the County's website.

Mr. Paulson stated that the comment period regarding the proposed Board of Review Rules ends July 1, 2013, noting that several comments have already been received. He stated that his office is finalizing the tax assessment Help Center dates. He stated that there will be three sessions per week held at the University Center in Grayslake and CLC's Vernon Campus. He noted an upcoming meeting in mid-July with attorneys and expert witnesses regarding the ease of using the e-filing application for filing a tax appeal. He stated that the Lake County Edition will contain information regarding the appeal process and a special edition will be sent in July in regards to the tax assessment notice and appeals process. Mr. Paulson added that an e-filing video has been created and County Board Members can utilize the video in their newsletters to constituents. He stated that all County Board Members are also invited to train on how to use the e-filing system.

Mr. Paulson stressed that the key messages he wants to relay to constituents is that filing a tax appeal via the e-filing system can be done by themselves; there is free help available via the Help Center or through their own township, and it is not necessary to request an in-person hearing for normal tax appeals.

Mr. Paulson stated that he has left messages with Pioneer Press, the Daily Herald, and the NewsSun in order to get articles placed in the newspapers. Member Durkin inquired whether the Assessor's office has considered Facebook or other social media as options to disseminate information. Mr. Paulson replied that it has been discussed, but the the Office is still trying to figure out the best way to integrate it. Member Rummel suggested contacting the Patch and Gazebo as additional media outlets to get the news out.

Chair Hewitt inquired how the e-filing application will impact staff. Mr. Paulson replied he is unsure but he is hopeful that taxpayers will utilize the e-filing application so that the staff level can be maintained.

10. Adjournment

A motion was made by Member Hewitt, seconded by Member Durkin, that this item be adjourn. The motion carried by the following vote:

Aye: 7 - Chair Hewitt, Vice Chair Rummel, Member Durkin, Member Nixon, Member Paxton, Member Stolman and Member Wilke

Meeting minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

Chairman

Vice-Chairman

Records, Revenue and Legislation Committee