

Lake County Illinois

Meeting held by Video Conference
Physical Location:
18 N County Street (10th Floor), Waukegan, IL 60085



Meeting Minutes - Final

Thursday, December 2, 2021

8:30 AM

Meeting held by video conference. The public can register to attend remotely at <https://bit.ly/3CGIfnQ>

Financial & Administrative Committee

Pursuant to Section 7(e) of the Illinois Open Meetings Act, the Gubernatorial Disaster Proclamation, and the Written Determination of the Lake County Board Chair, this meeting will be held by audio and video conference.

PUBLIC ATTENDANCE: There are two options for the public to attend the meeting: (1) in-person attendance on the 10th Floor of the County Administrative Tower, 18 N. County Street, Waukegan, Illinois, or (2) remote / virtual attendance through registration at the link on the front page of this agenda.

RECORDING: Meetings, including 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 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 who are attending remotely / virtually, (2) Public Comment by individuals in attendance on the 10th Floor, and then (3) written comments.

Individuals providing Public Comment will provide the following information:

- * Meeting: F&A 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> ***

0 [21-1171](#)

Chair's determination of need to meet by audio or video conference.

Attachments: [Determination - Chair Hart 7.30.21\[379\]](#)

1. **Call to Order**

Chair Frank called the meeting to order at 8:30 a.m.

2. **Pledge of Allegiance**

Chair Frank called the meeting to order at 8:30 a.m.

3. **Roll Call of Members**

Present 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

** Electronic Attendance: All Members*

Others present:

Abby Scalf, Communications

Adam Krueger, Finance

Al Giertych, Division of Transportation

Alex Carr, Communications

Angelo Kyle, Board Member

Austin McFarlane, Public Works

Bob Glueckert, Assessment Officer

Carissa Casbon, Board Member

Carl Kirar, Facilities and Construction

Cassandra Hiller, County Administrator's Office

Catherine Sbarra, Board Member

Chris Blanding, Enterprise Information Technology

Claudia Gilhooley, 19th Judicial Circuit Court

Darcy Adcock, Human Resources

Emily Mitchell, Finance

Eric Tellez, Planning, Building and Development

Gary Gibson, County Administrator's Office

Gina Roberts, Board Member

Janna Philipp, County Administrator's Office

Jim Chamernik, Sheriff's Office

Jim Hawkins, County Administrator's Office

John Light, Human Resources

Joy Gossman, Public Defender

Julie Koerner, Attorney

Karen Fox, State's Attorney's Office

Kevin Carrier, Division of Transportation

Kevin Considine, Lake County Partners

Kristy Cechini, County Board Office
Kurt Woolford, Stormwater Management
Marah Altenberg, Board Member
Mark Pfister, Health Department
Mary Crain, Division of Transportation
Mary Ross Cunnningham, Board Member
Matt Meyers, County Administrator's Office
Melanie Nelson, State's Attorney's Office
Melissa Gallagher, Finance
Micah Thornton, Circuit Clerk's Office
Michael Wheeler, Finance
Mick Zawislak, Daily Herald
Mike Klemens, Division of Transportation
Nelmari Velazquez-Zayas, Human Resources
Patrice Sutton, Finance
Justine Gilberts, Communications
RuthAnne Hall, Purchasing
Ryan Pinter, Enterprise Information Technology
ShaTin Gibbs, Finance
Stacy Davis-Wynn, Purchasing
Susan August, Purchasing
Teri White, State's Attorney's Office
Theresa Glatzhofer, County Board Office
Yvette Albarran, Purchasing

4. Addenda to the Agenda

Chair Frank stated the Consent Agenda is 8.1 - 8.15, not 8.1 - 8.14.

5. Public Comment (Items Not on the Agenda)

There were no public comments.

6. Chair's Remarks

Chair Frank stated in all of our thoughts and pray for the victims who were murdered by an individual in Michigan, the families, and all that witness and survived the attack.

7. Unfinished Business

There was no unfinished business.

8. New Business

CONSENT AGENDA (Items 8.1 - 8.14)

Approval of Minutes

8.1 [21-1765](#)

Minutes from October 7, 2021.

Attachments: [F&A 10.7.21 Final Minutes](#)

A motion was made by Member Clark, seconded by Member Simpson, that these minutes be approved. Motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

LAW & JUDICIAL

8.2 [21-1855](#)

Joint resolution authorizing a contract with Compassion Funeral Service of McHenry, Illinois for Deceased Body Removal and Transportation Services for the Lake County Coroner's Office for an initial two-year period, with three additional one-year renewals, in the estimated annual amount of \$120,000.

Attachments: [Board Resolution](#)

[Bid Tab](#)

[Body Removal and Transportation Services Final Bid Doc.pdf](#)

[Vendor Disclosure Statement](#)

[Award Information](#)

[Compassion Proposal](#)

A motion was made by Member Clark, seconded by Member Simpson, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.3 [21-1864](#)

Joint resolution authorizing an amendment for a six-month extension for the State's Attorney's Office Multi-Victimization Program through a Victim of Crime Act (VOCA) grant awarded by the Illinois Criminal Justice Information Authority (ICJIA) to the Lake County State's Attorney's Office, including an emergency appropriation of \$55,924 in federal funds.

Attachments: [VOCA Multi-victimization Grant 219032 Extension 12-01-21 thru 05-31-22](#)

[VOCA Multi-Victimization 12-01-21 through 05-31-22 Extension Grant Acc](#)

A motion was made by Member Clark, seconded by Member Simpson, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.4 [21-1720](#)

Joint resolution accepting the Illinois State Opioid Response Criminal Justice Medication Assisted Treatment Integration grant from the United States Department of Health and Human Services, Substance Abuse and Mental Health Services Administration (SAMHSA) administered by the State of Illinois Department of Human Services (IDHS) and authorizing an emergency appropriation in the amount of \$18,000.

Attachments: [MAT Grant Executed IL MAR Lake County MOU 2021](#)

A motion was made by Member Clark, seconded by Member Simpson, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.5 [21-1721](#)

Joint resolution accepting the Bureau of Justice Assistance (BJA), Fiscal Year (FY) 2021 Patrick Leahy Bulletproof Vest Partnership (BVP) and authorizing an emergency appropriation in the amount of \$19,000.73 for the Lake County Sheriff's Office (LCSO) and an emergency appropriation in the amount of \$2,065.25 for the Lake County Adult Probation Department.

Attachments: [BVP Grant Award 2021](#)

A motion was made by Member Clark, seconded by Member Simpson, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

HEALTH & COMMUNITY SERVICES

8.6 [21-1845](#)

Joint resolution accepting the Gorter Family Foundation grant and authorizing an emergency appropriation in the amount of \$22,000 for the Coordinated Intake program.

Attachments: [GFF iGrow \\$22K](#)

A motion was made by Member Clark, seconded by Member Simpson, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.7 [21-1847](#)

Joint resolution accepting the Steans Family Foundation grant and authorizing an emergency appropriation in the amount of \$24,083 for the Coordinated Intake program.

Attachments: [SFF CIP \\$24K](#)

A motion was made by Member Clark, seconded by Member Simpson, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.8 [21-1846](#)

Joint resolution accepting the U.S. Department of Housing and Urban Development (HUD) grant and authorizing an emergency appropriation in the amount of \$15,358 for the HUD grant.

Attachments: [HUD \\$15K](#)

A motion was made by Member Clark, seconded by Member Simpson, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.9 [21-1828](#)

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Trade Adjustment Assistance (TAA) grant; and approving an emergency appropriation in the amount of \$167,768.76.

Attachments: [Workforce TAA Grant 12.2021](#)

A motion was made by Member Clark, seconded by Member Simpson, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

PUBLIC WORKS, PLANNING & TRANSPORTATION

8.10 [21-1842](#)

Joint resolution appropriating a supplemental amount of \$3,000 of ¼% Sales Tax for Transportation funds and approving Change Order Number Two in the amount of \$36,761.08 for additional Phase III construction engineering services for improvements along Illinois Route 120, from Knight Avenue to Illinois Route 131.

Attachments: [21-1842 IL120 Phase III Engineering CO2 10%](#)
[21-1842 Location Map, IL Rte 120 \(Knight Ave to IL Rte 131\)](#)
[21-1842 Vendor Disclosure, CBBEL](#)

A motion was made by Member Clark, seconded by Member Simpson, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

FINANCIAL & ADMINISTRATIVE

8.11 [21-1772](#)

Report from Robin M. O'Connor, County Clerk, for the month of September 2021.

Attachments: [LCC Report for September 2021](#)

A motion was made by Member Clark, seconded by Member Simpson, that this communication or report be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.12 [21-1856](#)

Report from Robin M. O'Connor, County Clerk, for the month of October 2021.

Attachments: [LCC Report for October 2021](#)

A motion was made by Member Clark, seconded by Member Simpson, that this communication or report be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.13 [21-1603](#)

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of September 2021.

Attachments: [September 2021](#)

A motion was made by Member Clark, seconded by Member Simpson, that this communication or report be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.14 [21-1830](#)

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of October 2021.

Attachments: [October 2021](#)

A motion was made by Member Clark, seconded by Member Simpson, that this communication or report be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.15 [21-1878](#)

Monthly Financial Report - October 2021.

Attachments: [Monthly Financial Report - October 2021](#)

A motion was made by Member Clark, seconded by Member Simpson, that this communication or report be received and filed. Motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

REGULAR AGENDA

PUBLIC WORKS, PLANNING & TRANSPORTATION

8.16 [21-1843](#)

Joint resolution authorizing execution of a contract with EcoInteractive, LLC, San Francisco, California, in the amount of \$256,284 for licensing, software, and implementation services for the replacement of the Lake County Division of Transportation's (LCDOT) Capital Program Management System and appropriating \$308,000 of ¼% Sales Tax for Transportation funds.

Attachments: [21-1843 CPMS Replacement Agreement](#)
[21-1843 CPMS Replacement Award Information](#)
[21-1843 CPMS Replacement RFP Document](#)
[21-1843 CPMS Replacement Scoring Matrix](#)
[21-1843 Vendor Disclosure, EcoInteractive, LLC](#)

Kevin Carrier, reported on the contract to replace software that is outdated for the Division of Transportation. Discussion ensued.

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.17 [21-1848](#)

Joint resolution authorizing the execution of an Intergovernmental Agreement (IGA) for Transfer of a Well House Property between Lake County (County) and the Village of Round Lake Beach (Village).

Attachments: [21-1848 RLB-County IGA Well House Transfer](#)
[21-1848 RLB-County Quit Claim Deed](#)
[21-1848 Round Lake Beach Ordinance 21-10-01 Transfer Well 8](#)
[21-1848 Well House Map](#)

Austin McFarlan, Interim , reported on the Round Lake Beach Facilities that works with the Fox Lake Treatment plant whenever there are storm events and water is needed for clean up. The Village no longer needs the well and would like to transfer the well to the County for operational and maintenance needs.

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.18 [21-1850](#)

Joint resolution authorizing execution of a contract with Joseph J. Henderson & Son, Inc., Gurnee, Illinois in the amount of \$1,727,000 for the Des Plaines River (DPR) Water Reclamation Facilities (WRF) Dewatering Phase 1 Improvements Project.

Attachments: [21-1850 Bid 21121 Award Information DPRWRF](#)
[21-1850 Bid Recommendation Memo DPRWRF](#)
[21-1850 Bid Set Specifications DPRWRF](#)
[21-1850 Site Location Map DPRWRF](#)
[21-1850 Vendor Disclosure Form DPRWRF](#)

Austin McFarlane, reported on the unit that produces the polymer mix. The purpose of the contract is to replace the unit and address other updates that are needed.

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

FINANCIAL & ADMINISTRATIVE

Lake County Partners

8.19 [21-1790](#)

Lake County Partners Update.

Attachments: [8.19-F&A November 2021](#)

Kevin Considine, Lake County Partners, presented on the trends and forecast of the Workforce in Lake County. There have been expansions with businesses opening in the County along with 25 projects in the pipeline. Mr. Considine also provided an overview of the Comprehensive Economic Development Strategy and the goals for the Lake County Partners. Discussion ensued.

Facilities & Construction

8.20 [21-1854](#)

Director's Report - Facilities and Construction Services.

Attachments: [JOC Committee Update_02DEC21](#)

Carl Kirar, Facilities and Construction Director, presented on the Job Order Contract. The contract is to help with project backlog and a need for consistent, dependable projects in sensitive areas. Mr. Kirar provided an overview.

RuthAnne Hall, Purchasing, stated there will be an outreach conference in January 2022, for sub-contractors to bring out the minority contact component.

A lengthy discussion ensued.

Enterprise Information Technology

8.21 [21-1510](#)

Director's Report - Enterprise Information Technology.

There was no Enterprise Information Technology Director's report.

Human Resources

8.22 [21-1858](#)

Presentation - Health Insurance Costs and Options.

Attachments: [FAS Committee - 12.2.21 Health Insurance V2](#)

John Light, Human Resources Director, presented the challenges and recommendations for the Health Insurance costs.

Darcy Adcock, Human Resources, provided an overview of the County joining a pool for Health Insurance.

Director Light, provided a comparison of the three pools available. Discussion ensued.

8.23 [21-1860](#)

Discussion on revisions to the existing Paid Parental Leave policy in the Employee Policies and Procedures Manual.

Attachments: [Section 4.13 Paid Parental Leave Changes-updated 11.17](#)

John Light, Human Resources Director, reported on the changes in language for the Paid Parental Leave policy.

8.24 [21-1567](#)

Director's Report - Human Resources.

There was no Human Resources Director's report.

Finance

8.25 [21-1921](#)

Director's Report - Finance.

There was no Finance Director's Report.

9. County Administrator's Report

There was no County Administrator's Report.

10. Executive Session

10.1 [21-1892](#)

Executive Session to discuss pending litigation pursuant to 5 ILCS 120/2 (c)(11).

10.2 [21-1893](#)

Executive Session to discuss collective bargaining pursuant to 5 ILCS 120/2 (c)(2).

10.3 [21-1894](#)

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

10.4 [21-1920](#)

Executive Session to discuss purchase or lease of real property pursuant to 5 ILCS 120/2(c)(5).

10.5 [21-1895](#)

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

10.5 [21-1896](#)

A

Approval of Executive Session Minutes.

A motion was made by Member Wilke, seconded by Member Pedersen, that the minutes be approved. Motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

11. Members Remarks

There were no member remarks.

12. Adjournment

Chair Frank declared the meeting adjourned at 10:58 a.m.

Next Meeting: December 9, 2021

Minutes prepared by Kristy Cechini.

Respectfully submitted,

Financial and Administrative Committee, Chair