

# Lake County Illinois

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



## Meeting Minutes - Final

Wednesday, October 8, 2014

1:00 PM

Assembly Room, 10th Floor

### Financial and Administrative Committee

**1. Call to Order**

*Chair Paxton called the meeting to order at 1:00 p.m.*

**Present** 6 - Chair Paxton, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

**Absent** 1 - Vice Chair Pat Carey

*Others present:*

*Yvette Albarran, Finance and Administrative Services*

*Barry Burton, County Administrator*

*Chris Creighton, Finance and Administrative Services*

*KC Doyle, County Administrator's Office*

*Don Gloo, Finance and Administrative Services*

*Gary Gordon, Finance and Administrative Services*

*Joy Gossman, Public Defender*

*RuthAnne Hall, Purchasing*

*Lorraine Harris, Health Department*

*Sandra Hart, Lake County Board Member*

*Karla Hasty, Human Resources*

*Efren Heredia, Finance and Administrative Services*

*Adlil Issakoo, Finance and Administrative Services*

*Doretha Johnson, Division of Transportation*

*Kevin Kerrigan, Division of Transportation*

*Aaron Lawlor, Lake County Board Chairman*

*Adam Lehmann, Assistant to the County Administrator*

*Donna Jo Maki, County Administrator's Office*

*Amy McEwan, Deputy County Administrator*

*Mike Nerheim, State's Attorney's Office*

*Anita Patel, Finance and Administrator's Office*

*Patrice Sutton Burger, Finance and Administrative Services*

*Sandra Salgado, Lake County Sheriff*

*Michele Slav, Finance and Administrative Services*

*Mary Stevens, Circuit Court*

*David VanDavort, Buck Consulting*

*Marcy Wall, Human Resources*

*Ryan Waller, Assistant County Administrator*

*Josh Wallace, Division of Transportation*

**2. Pledge of Allegiance**

*Chair Paxton led the Pledge of Allegiance.*

**3. Approval of Minutes**

*There were no minutes to approve.*

4. **Added to Agenda**

*There were no items added to the agenda.*

5. **Public Comment**

*There was no public comment.*

6. **Old Business**

*There was no old business to conduct.*

7. **New Business**

**LAW & JUDICIAL**

7.1 **14-1039**

Joint committee action approving Change Order No. 1 to Lake County Contract #14034 with Health Management Associates, Chicago, Illinois, for Lake County Jail healthcare services support, in the not-to-exceed amount of \$125,000.

*RuthAnne Hall of Purchasing indicated the change order is for time and material for Ms. Follenweider of Health Management Associates (HMA) to provide additional oversight in transitioning the newly hired Director of Health Services for Lake County. Ms. Sandra Salgado of the Sheriff's Office reported she does not anticipate the additional costs to reach \$125,000.*

**A motion was made by Member Sauer, seconded by Member Carlson, that this item be approved. The motion carried by the following vote:**

**Aye:** 6 - Chair Paxton, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

**Absent:** 1 - Vice Chair Carey

7.2 **14-1010**

Joint resolution authorizing the application, acceptance, and emergency appropriation of a state fiscal year 2015 (SFY15) Violent Crime Victim Assistance (VCVA) Special Project grant in the estimated amount of \$3,495 for the Lake County State's Attorney's Office on behalf of the Illinois Prosecutor-Based Victim Assistants Association (IPBVAA) for the purpose of providing a two-day statewide conference for IPBVAA.

*Deputy County Administrator Amy McEwan reported the grant will fund the costs associated with training of the Prosecutor-Based Victim Assistant members.*

**A motion was made by Member Carlson, seconded by Member Rummel, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 6 - Chair Paxton, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

**Absent:** 1 - Vice Chair Carey

**HEALTH & COMMUNITY SERVICES**

**7.3 14-0881**

Joint resolution authorizing execution of a Collective Bargaining Agreement (CBA) with the International Union of Operating Engineers Local 150, as the exclusive representative of the Maintenance Division of the Lake County Health Department.

**Attachments:** [Labor Agreement](#)

*Human Resources Director Rodney Marion reported the agreement covers approximately 11 employees and reflects wage increases consistent with nonunion employees. The contract is retroactive from December 2, 2012 through November 30, 2016. Mr. Marion highlighted items in the agreement including holiday and on-call pay as well health benefits.*

**A motion was made by Member Mandel, seconded by Member Carlson, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 6 - Chair Paxton, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

**Absent:** 1 - Vice Chair Carey

**7.4 14-1011**

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Trade Adjustment Assistance (TAA) grant and grant modification, as well as a WIA Rapid Response grant modification and authorizing a fiscal year (FY) 2014 emergency appropriation in the amount of \$1,240,495.95.

**Attachments:** [Oct '14 - LCWD Grant Modifications](#)

*Assistant County Administrator Ryan Waller reported the grant will provide training services to over 100 individuals who have lost their job due to certified outsourcing events.*

**A motion was made by Member Carlson, seconded by Member Mandel, that this resolution be recommended for adoption to the County Board agenda. Motion carried by the following vote:**

**Aye:** 6 - Chair Paxton, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

**Absent:** 1 - Vice Chair Carey

**7.5 14-0959**

Joint resolution authorizing the fifth amendment to the Lake County 2013 Annual Action Plan adjusting Home Investment Partnership (HOME) and Community Development Block Grant (CDBG) activities.

**Attachments:** [2013APFifthAmendMemo](#)  
[2013APFifthAmend](#)

*Assistant County Administrator Ryan Waller reported the fifth amendment to the 2013 Action Plan is needed to adjust projects due to timing and location requirements of Housing and Urban Development.*

**A motion was made by Member Mandel, seconded by Member Rummel, that items 7.5 and 7.6 be recommended for adoption to the County Board agenda. Motion carried by the following vote:**

**Aye:** 6 - Chair Paxton, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

**Absent:** 1 - Vice Chair Carey

**7.6 14-0965**

Joint resolution revising grant awards from the 2014 Lake County Affordable Housing Program (LCAHP).

**Attachments:** [PY2014LCAHP Amendment](#)

**A motion was made by Member Mandel, seconded by Member Rummel, that items 7.5 and 7.6 be recommended for adoption to the County Board agenda. Motion carried by the following vote:**

**Aye:** 6 - Chair Paxton, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

**Absent:** 1 - Vice Chair Carey

**PUBLIC WORKS & TRANSPORTATION**

*Member Taylor noted the discussion at Public Works and Transportation Committee regarding the Lake Cook/Braeside Shuttle Bus Service Demonstration Project within the Lake Cook Road corridor.*

**7.7 14-0992**

Joint resolution authorizing the execution of a Sanitary Sewer and Lift Station Maintenance Agreement with the Village of Deer Park.

**Attachments:** [14-0992 Deer Park Sewer Agreement and Exhibits](#)  
[14-0992 Policy and Criteria Related to the County Operation](#)

**A motion was made by Member Rummel, seconded by Member Sauer, that items 7.7 through 7.15 be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 6 - Chair Paxton, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

**Absent:** 1 - Vice Chair Carey

**7.8 14-0988**

Joint resolution executing a Memorandum of Understanding (MOU) with the Village of Fox Lake (Village) and the Lakes Region Sanitary District (LRSD) to evaluate shared services and other consolidation options for sanitary sewer services in Northwest Lake County.

**Attachments:** [14-0988 FL LRSD MOU](#)

**A motion was made by Member Rummel, seconded by Member Sauer, that items 7.7 through 7.15 be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 6 - Chair Paxton, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

**Absent:** 1 - Vice Chair Carey

**7.9 14-1025**

Joint resolution authorizing execution of a loan agreement with the Illinois Environmental Protection Agency (IEPA) in the amount of \$6,348,838 for the Round Lake Sanitary District (RLSD) Excess Flow Improvements Project.

**Attachments:** [14-1025 IEPA RLSD Loan Agreement](#)

**A motion was made by Member Rummel, seconded by Member Sauer, that items 7.7 through 7.15 be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 6 - Chair Paxton, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

**Absent:** 1 - Vice Chair Carey

**7.10 14-1026**

Joint resolution authorizing a contract with Boller Construction Company, Inc. of Waukegan, Illinois in the amount of \$5,494,600 for Round Lake Sanitary District (RLSD) Excess Flow Improvements Project.

**Attachments:** [14-1026 RLSD Excess Flow Improvements Bid #14126](#)

**A motion was made by Member Rummel, seconded by Member Sauer, that items 7.7 through 7.15 be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 6 - Chair Paxton, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

**Absent:** 1 - Vice Chair Carey

**7.11 14-1013**

Joint resolution authorizing an agreement with the State of Illinois for the use of Federal Congestion Mitigation and Air Quality (CMAQ) funds for the development of a Lake Cook/Braeside Shuttle Bug Service Demonstration Project within the Lake Cook Road corridor, appropriating \$212,000 of Matching Tax funds, and designated as Section 14-00000-08-ES.

**Attachments:** [14-1013 IDOT Braeside Shuttle Bug Service Agreement Draft](#)

**A motion was made by Member Rummel, seconded by Member Sauer, that items 7.7**

through 7.15 be recommended for adoption to the County Board agenda. The motion carried by the following vote:

**Aye:** 6 - Chair Paxton, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

**Absent:** 1 - Vice Chair Carey

**7.12 14-1015**

Joint resolution authorizing the execution of an agreement with the Transportation Management Association (TMA) of Lake Cook for the use of Federal Congestion Mitigation and Air Quality funds (CMAQ) to develop a Lake Cook/Braeside Shuttle Bug Service Demonstration Project within the Lake Cook Road corridor, and designated as Section 14-00000-08-ES.

**Attachments:** [14-1015 Lake Cook TMA Braeside Shuttle CMAQ Agreement Draft](#)

**A motion was made by Member Rummel, seconded by Member Sauer, that items 7.7 through 7.15 be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 6 - Chair Paxton, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

**Absent:** 1 - Vice Chair Carey

**7.13 14-1016**

Joint resolution appropriating \$1,500,000 of Matching Tax funds for the acquisition of necessary right-of-way, by agreement or condemnation, and other right-of-way costs associated with the improvement of Peterson Road, west of Alleghany Road to west of Illinois Route 83, and designated as Section 10-00098-19-RP.

**A motion was made by Member Rummel, seconded by Member Sauer, that items 7.7 through 7.15 be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 6 - Chair Paxton, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

**Absent:** 1 - Vice Chair Carey

**7.14 14-1017**

Joint resolution authorizing an agreement with the State of Illinois for the distribution of the 2014 Capital Bill to six additional townships in Lake County as part of their Motor Fuel Tax (MFT) eligibility.

**Attachments:** [14-1017 IDOT Lake County Township MFT Letter](#)  
[14-1017 IDOT LAKE COUNTY-TOWNSHIP MFTAgreement Draft](#)

**A motion was made by Member Rummel, seconded by Member Sauer, that items 7.7 through 7.15 be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 6 - Chair Paxton, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

**Absent:** 1 - Vice Chair Carey

**7.15 14-1019**

Joint resolution awarding a contract for the 2014 Intelligent Transportation System (ITS) PASSAGE Network improvements, along various routes in Lake County, to John Burns Construction Company, Orland Park, Illinois, in the amount of \$77,350.77, and designated as Section 14-00999-03-TL.

**Attachments:** [14-1019 Bid Tab, Fiber Optic Cable Installation 2014](#)  
[14-1019 Justification of Bid, 2014 ITS Passage Network](#)

**A motion was made by Member Rummel, seconded by Member Sauer, that items 7.7 through 7.15 be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 6 - Chair Paxton, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

**Absent:** 1 - Vice Chair Carey

**FINANCIAL & ADMINISTRATIVE**

**7.16 14-1040**

Committee action approving Change Order No. 1 to Lake County Contract #13072 for implementation of Oracle's Performance Management module with PEG Consulting, Boise, Idaho in the amount of \$19,200.

*Human Resources Director Rodney Marion reported in June 2013, the County Board approved the implementation of an Oracle module that would replace the County's performance management system. There are cost overruns to complete the entire configuration for all organizations at the County, including the Health Department, and to get the system up and running.*

**A motion was made by Member Sauer, seconded by Member Rummel, that this committee action item be approved. Motion carried by the following vote:**

**Aye:** 6 - Chair Paxton, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

**Absent:** 1 - Vice Chair Carey

**8. Executive Session**

*Executive Session was entered into at 1:07 p.m.*

**A motion was made by Member Taylor, seconded by Member Carlson, to go into executive session. The motion carried by the following vote:**

**Aye:** 6 - Chair Paxton, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor



**Absent:** 1 - Vice Chair Carey

**8.1 14-1044**

Executive session to discuss a personnel matter pursuant to 5 ILCS 120/2 (c)(1).

*Executive Session was adjourned at 1:29 p.m.*

**A motion was made by Member Mandel, seconded by Member Rummel, to come out of executive session. The motion carried unanimously.**

**Aye:** 6 - Chair Paxton, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

**Absent:** 1 - Vice Chair Carey

**8.2 14-1045**

Committee action authorizing a reclassification of a position in the State's Attorney Office .

**A motion was made by Member Taylor, seconded by Member Sauer, that this committee action item be approved. The motion carried by the following vote:**

**Aye:** 6 - Chair Paxton, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

**Absent:** 1 - Vice Chair Carey

**9. County Administrator's Report**

*County Administrator Barry Burton presented the economic indicator report. Budget books will be provided on Friday at the Committee of the Whole Meeting.*

**9.1 14-1048**

Update regarding the Compensation Study.

*County Administrator Barry Burton reported the County hired Buck Consulting to review the County's compensation and develop a program that is fair, equitable, and incentive based. The review is taking longer than anticipated as the County's total compensation package program has not been reviewed in over 20 years.*

*Human Resources Director Rodney Marion and Mr. David VanDavort of Buck Consulting reported on how the County fared competitively in the market in pay and benefits and identified the next steps in improve the County's pay policies, hiring of staff, and addressing its overall total rewards program. Discussion ensued on how to manage a better program within budget constraints. Mr. Burton reported the process has been difficult and challenging and would require substantial training and support by leaderships in the departments.*

*The committee will review the information provided and consideration will be taken at the next regularly scheduled meeting.*

**9.2 14-1050**

Presentation on the proposed Electric Vehicle Pilot Program.

*Deputy County Administrator Amy McEwan reported the County hired KC Doyle to serve as the sustainability coordinator. She stated Ms. Doyle has been working with departments to see where opportunities exist to become more sustainable. Staff is proposing an electric vehicle pilot program. County Administrator Barry Burton noted there is already money budgeted for this program. Ms. Doyle provided details of the program including the installation of two new charging stations. Staff will apply for rebates for the vehicles and the charging station. A vehicle comparison was conducted by Kevin Kerrigan of the Division of Transportation and the additional cost to implement the program is only \$3,300 but it could be viewed as an investment in the study of the viability of this new technology. It was noted the vehicles would require less maintenance which would allow staff more time to devote to other projects. Discussion occurred regarding the ability to charge customers for the use of the charging station.*

**A motion was made that this presentation be presented.**

**10. Adjournment**

*The meeting was adjourned at 3:04 pm.*

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

**Aye:** 6 - Chair Paxton, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

**Absent:** 1 - Vice Chair Carey

*Meeting minutes prepared by Blanca Vela-Schneider.*

*Respectfully submitted,*

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*Chairman*

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*Vice-Chairman*

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*Finance and Administrative Committee*