

# Lake County Illinois

*Lake County Courthouse and Administrative Tower  
18 N County Street  
Waukegan, Illinois 60085*



## **Meeting Minutes - Final**

**Tuesday, August 18, 2020**

**8:30 AM**

**18 N. County St., Waukegan IL, 60085**

**Assembly Room 10th Floor**

**Lake County Board of Review**

**1. Call to Order - Chair Helm called the meeting into order at 8:33 A.M.**

**Board Attendees:** Chair Helm, Member Monie and Member Paslawsky  
**Alternate Member Attendees:** Bak, Fish, Kelleher-Flo, Georges, Green, Haynes, Herbst, Hibnick, Keiter, Kneesel, Kokkines, Pasquesi, Polach, Richter, Ruda, Russell, Schweda, Singh and Wu.

**County Clerk:** O'Connor

**Staff Attendees:** Glueckert, Kinczel, Perry, Glenn, Sowul, Pulaski, Martinez and Crawford

**2. Approval of Minutes**

**Regular Session: August 12, 2020**

The Board of Review members reviewed the minutes from their August 12, 2020 meeting. Member Monie motioned to approve. Member Paslawsky seconded the motion. The Board members approved the minutes as presented 3-0.

**3. Public Comment - None**

**4. Approval of Certificate of Errors**

The Board of Review Members reviewed and approved the electronic Certificate of Errors that were presented, with no exceptions.

**5. Old Business - None**

**6. New Business - None**

**6.1 Alternate Member Training**

- **Welcoming & Opening Remarks- Lead by Chair Helm.**
- **Alternate Member Oath of Office - County Clerk, Robin O'Connor facilitated the swearing in of all Board of Review Alternate Members present for the 2020 Board of Review season.**
- **Appeal Hearing Format, Zoom Technology – Clerk Glueckert introduced Staff Clerk Supervisor, Karen Sowul, Clerks & Zoom Hosts, Pulaski & Martinez. Clerks Pulaski & Martinez will be responsible for hosting the Zoom technology for the daily hearings & ensuring that the auto controls for reordering the hearings remains intact for the duration of the daily scheduled hearings.**
- **2020 Rules of the Lake County Board of Review – Lead by Chair Helm.**
- **Types of Assessment Appeals, Residential & Commercial – Lead by Members Paslawsky & Monie. Clerk Glueckert introduced Appraisal Staff & PTAB liaisons, Martin Kinczel- Commercial, John Glenn & Jack Perry-Residential.**
- **Tyler iasWorld System Updates – Lead by Clerk Glueckert.**

**7. Adjournment**

**Member Paslawsky motioned to adjourn, seconded by Member Monie. The motion carried unanimously 3-0. The meeting adjourned at 12:07 P.M.**