

Lake County Illinois

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



Meeting Minutes - Final

Thursday, March 2, 2023

8:30 AM

Assembly Room, 10th Floor or register for remote attendance at
<http://bit.ly/3XPU3Xk>

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 attendance by registering using the link on the front page of this agenda.

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

PUBLIC COMMENT: Live public comment will be available for those attending in-person and through an electronic conferencing application (register via the link on the front page of the agenda). 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. Public Comment may proceed in the following order: (1) Public Comment by individuals in attendance and then (2) Public Comment by individuals attending remotely through an electronic conferencing application.

Individuals 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)). Written comments will be circulated to the Members, but not read aloud.

Individuals providing Public Comment will provide the following information:

Meeting: Financial and Administrative Committee (Subject line for written Public Comment)

Topic or Agenda Item: # (REQUIRED)

Name: (REQUIRED)

Organization/Entity Represented: (REQUIRED) ("Self" if representing self)

Street Address, City, State: (Optional)

Phone Number: (Optional)

Email: May be REQUIRED for remote attendance

1. Call to Order

Chair Frank called the meeting to order at 8:31 a.m.

2. Pledge of Allegiance

Vice Chair Vealitzek led the Pledge of Allegiance.

3. Roll Call of Members

Present 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

** Electronic Attendee: Member Danforth*

Other Attendees:

In Person:

*Carl Kirar, Facilities and Construction Services
Cassandra Hiller, County Administrator's Office
Chris Blanding, Enterprise Information Technology
Chris Covelli, Sheriff's Office
Darcy Adcock, Human Resources
Gary Gibson, County Administrator's Office
Jim Chamernik, Sheriff's Office
Jim Hawkins, County Administrator's Office
John Idleburg, Sheriff's Office
John Light, Human Resources
Joy Gossman, Public Defender
Keith Kaiser, Sheriff's Office
Kevin Quinn, Communications
Matt Meyers, County Administrator's Office
Melissa Gallagher, Finance
Patrice Sutton, Finance
Shane Schneider, Division of Transportation
Stephen Gray, Treasurers Office
Tammy Chapman, Communications*

Electronically:

*Abby Krakow, Communications
Adam Krueger, Finance
Arnold Donato, Stormwater Management
Ashley Rack, Sheriff's Office
Austin McFarlane, Public Works
Bradley Meister, Sheriff's Office
Carissa Casbon, Board Member
Claudia Gilhooley, 19th Judicial Circuit Court*

Demar Harris, Workforce Development
Errol Lagman, Finance
Frank D'Andrea, Finance
Gina Roberts, Board Member
Heidie Hernandez, Enterprise Information Technology
Janna Philipp, County Administrator's Office
Jennifer DiBella, Public
Jerial Jorden-Woods, Finance
Joanne Hughes, Tech Campus
Jolanda Dinkins, County Board Office
Jon Nelson, Division of Transportation
Jonathan Joy, Facilities and Construction
Karen Fox, State's Attorney's Office
Katie Ladis, Sheriff's Office
Kevin Dominguez, Finance
Krista Kennedy, Finance
Kurt Woolford, Stormwater Management
Marah Altenberg, Board Member
Mark Pfister, Health Department
Mary Crain, Division of Transportation
Melanie Nelson, State's Attorney's Office
Michael Wheeler, Finance
Mick Zawislak, Daily Herald
Nick Principali, Finance
Nicole Rogers, Finance
Ruby Acosta, Finance
RuthAnne Hall, Purchasing
Sonia Hernandez, County Administrator's Office
ShaTin Gibbs, Finance
Stacy Davis Wynn, Purchasing
Stephen Rice, 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 Chair remarks.

7. Unfinished Business

There was no unfinished business to discuss.

8. New Business

CONSENT AGENDA (Items 8.1 - 8.12)

MINUTES

8.1 23-0338

Committee action approving the Financial and Administrative Committee minutes from February 2, 2023.

Attachments: [F&A 2.2.23 Final Minutes](#)

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.2 23-0339

Committee action approving the Financial and Administrative Committee minutes from February 9, 2023.

Attachments: [F&A 2.9.23 Final Minutes](#)

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

REPORTS

8.3 23-0296

Report from Anthony Vega, Lake County Clerk Recording Division, for the month of January 2023.

Attachments: [January 2023](#)

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.4 23-0320

Treasurer Holly Kim's Cash & Investment Report July 2022.

Attachments: [Treasurer Holly Kim's Cash & Investment Report July 2022](#)
[Treasurer Holly Kim's Cash & Investment Report July 2021](#)

A motion was made by Member Clark, seconded by Member Parekh, that this report be approved and recommended to the County Board agenda. The motion carried

by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.5 [23-0321](#)

Treasurer Holly Kim's Cash & Investment Report August 2022.

Attachments: [Treasurer Holly Kim's Cash & Investment Report August 2022](#)
[Treasurer Holly Kim's Cash & Investment Report August 2021](#)

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.6 [23-0322](#)

Treasurer Holly Kim's Cash & Investment Report September 2022.

Attachments: [Treasurer Holly Kim's Cash & Investment Report September 2022](#)
[Treasurer Holly Kim's Cash & Investment Report September 2021](#)

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.7 [23-0324](#)

Treasurer Holly Kim's Cash & Investment Report October 2022.

Attachments: [Treasurer Holly Kim's Cash & Investment Report October 2022](#)
[Treasurer Holly Kim's Cash & Investment Report October 2021](#)

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

PUBLIC WORKS & TRANSPORTATION

8.8 [23-0299](#)

Joint resolution authorizing a contract with McGinty Bros., Inc., Long Grove, Illinois, in the amount of \$82,933 for ecological restoration management of wetland and upland buffer areas requiring native landscape maintenance.

Attachments: [23-0299 Bid Tab, 2023 Native Landscape](#)
[23-0299 Vendor Disclosure, McGinty](#)

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.9 [23-0301](#)

Joint resolution appropriating \$1,522,600 of Motor Fuel Tax funds for ice control salt materials needed for the 2023-2024 winter season.

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.10 [23-0310](#)

Joint resolution authorizing a contract with Plead Energy, LLC of Rocky River, Ohio in the amount of \$156,060 annually for dry bulk storage tank maintenance and repair services.

Attachments: [23-0310 DPR WRF Dry Bulk Storage Tanks Bid Document Final](#)
[23-0310 DPR WRF Dry Bulk Storage Tanks Bid Tab](#)
[23-0310 DPR WRF Dry Bulk Storage Tanks Vendor Disclosure Statement](#)

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.11 [23-0303](#)

Joint resolution appropriating a supplemental amount of \$186,000 of ¼% Sales Tax for Transportation funds and approving Change Order Number Three in the amount of \$185,803 for additions to the Phase II engineering services contract for the intersection improvement of Wadsworth Road at Lewis Avenue.

Attachments: [23-0303 Wadsworth at Lewis Supplement No 3](#)
[23-0303 Vendor Disclosure, RS&H](#)
[23-0303 Location Map, Wadsworth Rd At Lewis Ave](#)

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.12 [23-0308](#)

Joint resolution authorizing an agreement with Civiltech Engineering, Inc., Itasca, Illinois, to provide Phase II professional engineering services for new traffic signal installations at the intersections of Sunset Avenue at Northern Avenue in Waukegan, and Deerfield Parkway at Barclay Boulevard in Buffalo Grove, at a maximum cost of

\$314,756.73 and appropriating \$380,000 of Matching Tax funds.

Attachments: [23-0308 Consultant Agreement, Civiltech, Sunset Deerfield](#)
[23-0308 Vendor Disclosure, Civiltech](#)
[23-0308 Location Map, Sunset Ave & Deerfield Pkwy](#)

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

REGULAR AGENDA

LAW & JUDICIAL

8.13 [23-0329](#)

Joint resolution approving an intergovernmental agreement (IGA) for contractual police services by and among the Board of Control of the Lake County Tech Campus District Number 849 (Tech Campus), Lake County and the Lake County Sheriff's Office (LCSO) in the amount of \$340,329.86.

Attachments: [2023 - 2025 IGA TECH Campus](#)
[NEW 2023-2025 Contract Rate Calculations SRO TECH Campus - FINAL](#)

Jim Chamernik, Business Manager, Sheriff's Office, reported on the contract with the Lake County Tech Campus for a school resource officer at the Grayslake Campus and introduced Joanne Hughes, Business Manager, Tech Campus, who provided an overview of the Tech Campus. Discussion ensued.

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.14 [23-0330](#)

Resolution amending rates for the Lake County Sheriff Deputies working off duty "Special Detail" for private business, festival organizers, individuals, and government units which are not part of the normal watch function.

Attachments: [2023 New Proposed Special Detail Rate - FINAL](#)
[FY23 Special Details Presentation](#)
[LCSO Special Detail Agreement](#)

Jim Chamernik, Business Manager, Sheriff's Office, introduced Lieutenant Keith Kaiser and Lieutenant Chris Covelli. Lieutenant Kaiser reported on the Special Detail for off duty Deputies and the hourly increase. Discussion ensued.

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

PUBLIC WORKS & TRANSPORTATION

8.15 [23-0302](#)

Joint resolution authorizing a contract with Rausch Infrastructure, LLC, Des Plaines, Illinois, in the amount of \$1,695,915.56 for the replacement of the Stearns School Road at Mill Creek triple barrel culverts with a single span bridge structure, appropriating \$2,035,000 of County Option Motor Fuel Tax funds.

Attachments: [23-0302 Bid Tab, Stearns School Road](#)
[23-0302 Justification of Bid, Stearns School Road](#)
[23-0302 Vendor Disclosure, Rausch Infrastructure](#)
[23-0302 Location Map, Stearns School Rd](#)

Shane Schneider, Division of Transportation Director, reported on the contract to replace the culverts on Stearns School Road. 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 voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.16 [23-0304](#)

Joint resolution authorizing a contract with Payne & Dolan, Inc., Antioch, Illinois, in the amount of \$4,556,954.58 for the intersection improvement of Wadsworth Road and Kilbourne Road, the resurfacing of Kilbourne Road, from Wadsworth Road to Illinois Route 173, and appropriating \$5,470,000 of County Option Motor Fuel Tax funds.

Attachments: [23-0304 Bid Tab, Wadsworth at Kilbourne](#)
[23-0304 Vendor Disclosure, Payne and Dolan](#)
[23-0304 Location Map, Wadsworth Rd at Kilbourne Rd](#)

Shane Schneider, Division of Transportation Director, reported on the contract for the intersection improvement of Wadsworth Road and Kilbourne Road. Discussion ensued.

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.17 [23-0305](#)

Joint resolution authorizing an agreement with HDR Engineering, Inc., Rosemont, Illinois, for Phase I professional engineering services for improvements along Fairfield Road, from Illinois Route 134 to Gilmer Road, at a maximum cost of \$2,549,227 and appropriating \$3,060,000 of the County Option Motor Fuel Tax funds.

Attachments: [23-0305 Consultant Agreement, HDR Engrg., Fairfield Road](#)
[23-0305 Vendor Disclosure, HDR Engrg.](#)
[23-0305 Location Map, Fairfield Road](#)

Shane Schneider, Division of Transportation Director, reported on the Federal Pell study for the evaluation of the improvement of Fairfield Road.

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.18 [23-0306](#)

Joint resolution authorizing an agreement with Christopher B. Burke Engineering, Rosemont, Illinois, for professional engineering services to evaluate the feasibility of grade separating Peterson Road and Monaville Road at the Canadian National Railroad, including improvements to Peterson Road, from US Route 45 to Butterfield Road, at a maximum cost of \$1,123,215 and appropriating \$1,350,000 of County Option Motor Fuel Tax funds.

Attachments: [23-0306 Consultant Agreement, CBBEL, CN Railroad](#)
[23-0306 Vendor Disclosure, CBBEL](#)
[23-0306 Location Map, Monaville Rd & Peterson Rd](#)

Shane Schneider, Division of Transportation Director, reported on the study of the feasibility to add double tracks, to allow more commuter trains, and the improvements to Peterson Road from US Route 45 to Butterfield Road. Discussion ensued.

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

FINANCIAL & ADMINISTRATIVE

Facilities and Construction Services

8.19 [23-0094](#)

Director's Report - Facilities and Construction Services.

Carl Kirar, Facilities and Construction Director, reported on the Regional Operations and Communications Facility (ROC) bidding process. The current bid is only for the building.

Discussion ensued.

Human Resources

8.20 [23-0096](#)

Director's Report - Human Resources.

John Light, Human Resources Director and Darcy Adcock, Human Resources Assistant Director, reported on the paid parental policy and asked the Committee for direction on the 12 month waiting period for FMLA. Discussion ensued. The Committee agreed to looking at changing the waiting period to 6 months, but with research on the waiting period for the state and collar counties.

Enterprise Information Technology

8.21 [23-0381](#)

Discussion on Draft Cyber Security Awareness Training Policy.

Attachments: [5.2 Cyber Security Awareness Training Policy DRAFT 2.9.23](#)

Chris Blanding, Chief Information Officer, reported on the new draft Cyber Security Awareness Training Policy. Discussion ensued.

8.22 [23-0097](#)

Director's Report - Enterprise Information Technology.

There was no Enterprise Information Technology Director's Report.

Finance

8.23 [23-0098](#)

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

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

10.1 [23-0100](#)

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

10.2 [23-0075](#)

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

10.3 [23-0069](#)

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

10.4 [23-0101](#)

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

10.4 [23-0348](#)

A

Committee Action approving the Financial and Administrative Executive Session minutes from February 2, 2023.

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

10.4 [23-0349](#)

B

Committee Action approving the Financial and Administrative Executive Session minutes from February 9, 2023.

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

11. **Members' Remarks**

There were no remarks by members.

12. **Adjournment**

Chair Frank declared the meeting adjourned at 10:00 a.m.

Next Meeting: March 9, 2023

Meeting minutes prepared by Kristy Cechini

Minutes were approved on April 6, 2023, by the Financial and Administrative Committee.