

# Lake County Illinois

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



## **Meeting Minutes - Final**

**Wednesday, September 3, 2008**

**1:00 PM**

**Conference Room C**

**Financial and Administrative Committee**

**1.0 Call to Order**

*Chair Paxton called the meeting to Order at 1:03 p.m.*

**Present** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton,  
Member O'Kelly and Member Stolman

**Absent** 1 - Member Kyle

*Also present:*

*Barry Burton, County Administrator  
Gary Gordon, Finance & Administrative Services  
Rodney Marion, Director of Human Resources  
Amy McEwan, Sr. Asst. County Administrator  
Marci Jumisko, Court Administration  
Kevin Lyons, Sheriff's Dept.  
Gary Reis, Purchasing Agent  
Marty Buehler, Division of Transportation  
Tom Dixon, Division of Transportation  
Rich Hentschel, Finance & Administrative Services  
Matt Guarnery, Finance & Administrative Services  
Mary Otahal, County Board Office*

**2.0 Pledge of Allegiance**

*Chair Paxton led the Committee in the Pledge of Allegiance.*

**3.0 Approval of Minutes**

**A motion was made by Member Mountsier, seconded by Member Stolman, that the regular and executive session minutes from August 27, 2008 be approved. Motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton,  
Member O'Kelly and Member Stolman

**4.0 Added to Agenda Items**

**5.0 Public Comment**

**6.0 Old Business**

**6.1 [08-0601](#)**

Resolution authorizing the Purchasing Agent to enter into a contract with the Gordian Group, Maudlin, SC, in the estimated amount of \$200,000 for Job Order Contracting Consulting services for a two-year period plus renewals.

*At last week's meeting, Gary Gordon did a presentation on the merits of using job order contracting. Today he reviewed the Resolution*

*awarding a contract to the Gordian Group.*

**A motion was made by Member O'Kelly, seconded by Member Mountsier, that this Resolution be approved. Motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

## 7.0 New Business

### Law & Judicial

#### 7.1 [08-0612](#)

Joint Resolution authorizing the Purchasing Agent to enter into an agreement with Boller Construction Co., Inc, Waukegan., IL, for Interior and Exterior Improvements to the Coroner's Offices in the total amount of \$ 94,600.

*Matt Guarnery explained this Joint Resolution.*

**A motion was made by Member O'Kelly, seconded by Member Calabresa, that this Resolution be approved. Motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

#### 7.2 [08-0573](#)

Joint Resolution increasing the Court Automation Fee from \$5 to \$7, to be collected by the Clerk of the Circuit Court effective December 1, 2008.

*Marci Jumisko explained this Joint Resolution, stating that this fee increase will generate approximately \$280,000 to offset expenses in the court automation fund. She stated that this fund is shared by the Circuit Court Clerk and the Circuit Courts.*

*Member O'Kelly asked if there were any long range automation plans that would justify increasing the fee by more than \$2. Mr. Burton explained that there are no big project plans using this fund, it's basically a maintenance fee that pays for personnel and computer equipment expenses. Mr. Burton stated that there are no plans for any new automation projects in the Circuit Clerk's Office; they are satisfied with the CRIMS system that they are currently using. He stated that the Integrated Justice Project continues to be funded out of automation funds.*

*Member Calabresa expressed concern as to whether the County was doing any long range strategy planning that would require more technology. Mr. Burton that if that were to happen, they would have to re-examine the fees, but that is not the case right now.*

*Ms. Jumisko stated that they were hoping to increase the Kids Korner fee and Law Library fee, but that proposed legislation has been vetoed by the governor.*

**A motion was made by Member Stolman, seconded by Member O'Kelly, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

7.3      [08-0578](#)

Joint Resolution authorizing the execution of Grant Award # 2008-DC-BX-0030 with the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance and an emergency appropriation of \$200,000 for the Lake County Therapeutic Intensive Monitoring Program for the period July 1, 2008 - June 30, 2010.

Attachments:      [TIM Court Grant Attachment](#)

*Marci Jumisko explained this Joint Resolution.*

**A motion was made by Member Stolman, seconded by Member Calabresa, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

7.4      [08-0600](#)

Committee Action authorizing change orders to Contract # 27190 and #27162 Contract Modifications - Driessen Construction Co.

*Gary Gordon explained proposed change orders to two contracts with Driessen Construction Co., stating that contract #27190 is a modification to the contract to replace windows in the Center Courts Complex in the amount of \$53,853 to modify window wall framing and install a dropped ceiling and laminate wall. Contract #27162, in the amount of \$53,202, is needed to install six additional doors and re-install six doors with window lights, install acoustical panels to some courtrooms, modify display cabinets with glass shelving, install corner guards for doors and install eye glasses for Courtrooms.*

*Following discussion on the modifications to the contract for windows, Member O'Kelly asked Mr. Gordon to look into the specifications for the windows. Mr. Gordon stated that this is not a Driessen generated change order, but rather the engineers at GE stating that this is what they require for this project. Mr. Gordon later reported that even with this change order, Driessen is still below all of the other bidders, and he believes that, because of the specialty of these windows, we would have gone with GE windows regardless of which bidder we selected.*

**A motion was made by Member Mountsier, seconded by Member Calabresa, that this Committee Action Item be Approved. The**

**motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton,  
Member O'Kelly and Member Stolman

7.5      [08-0605](#)

Joint Resolution authorizing the Purchasing Agent to enter into an agreement with DK Contractors, Inc, Pleasant Prairie, WI to Construct an Asphalt Parking Lot at the Mundelein Branch Court in the total amount estimated not to exceed \$264,716.

*Matt Guarnery explained this Joint Resolution.*

**A motion was made by Member O'Kelly, seconded by Member Mountsier, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton,  
Member O'Kelly and Member Stolman

7.6      [08-0610](#)

Joint Resolution authorizing the Purchasing Agent to enter into an agreement with Stuckey Construction Co., Inc, Waukegan., IL, for Remodeling of the Public Defender Offices in the total amount of \$1,728,728.

*Matt Guarnery explained this Joint Resolution.*

**A motion was made by Member Calabresa, seconded by Member Mountsier, that this Resolution approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton,  
Member O'Kelly and Member Stolman

7.7      [08-0597](#)

Joint Resolution authorizing the Chairman of the Board and the Sheriff to execute a Collective Bargaining Agreement with the Teamsters Local Union No. 714, as the exclusive representative of the Correctional Division Sergeants bargaining unit employees of the Lake County Sheriff's Office covering wages and benefits.

*Rodney Marion and Patrick Firman presented this Joint Resolution, explaining that this is a 3-year contract covering the period 12/1/07 - 11/30/10 with a 3.75% increase each year, which is consistent with the contract for the Correctional Officers.*

**A motion was made by Member Stolman, seconded by Member Mountsier, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton,  
Member O'Kelly and Member Stolman

7.8      [08-0514](#)

Joint Resolution authorizing the continuation of the State's Attorney's Violent Crime Victims Assistance Program (09-0935), awarded by the Office of the Illinois Attorney General for the time period July 1, 2008 through June 30, 2009.

Attachments: [VCVA 09-0935 Agreement no sigs](#)

*Amy McEwan explained this Joint Resolution.*

**A motion was made by Member Stolman, seconded by Member Calabresa, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

**Public Works & Transportation**

*Committee Chair Diana O'Kelly reviewed the following Joint Resolutions.*

- 7.9      [08-0606](#)      Joint Resolution authorizing the Purchasing Agent to negotiate and the Chair of the County Board to execute a three (3) year Lease Agreement with a three (3) year renewal option with T-Mobile Central LLC, Chicago IL for telecommunications equipment at the Water Tower site in Vernon Hills, IL.

Attachments: [09.09.08 T-Mobile Lease 28176 Vernon Hills Water Tower.doc](#)

**A motion was made by Member Mountsier, seconded by Member Calabresa, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

- 7.10      [08-0603](#)      Joint Resolution authorizing the Purchasing Agent to negotiate and the Chair of the County Board to execute a three (3) year Lease Agreement with a three (3) year renewal option with T-Mobile Central LLC, Chicago IL for telecommunications equipment at the Water Tower site in Gurnee, IL.

Attachments: [09.09.08 T-Mobile Lease 28175 Gurnee Water Tower.doc](#)

**A motion was made by Member Mountsier, seconded by Member Calabresa, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

- 7.11      [08-0608](#)      Joint Resolution authorizing execution of an Agreement for Professional Services with RHM & G, Inc., Libertyville, IL, in the amount of \$101,587.00 for engineering services associated with the Northeast Central Pump Station Second Force Main Project.

**A motion was made by Member Mountsier, seconded by Member**

**Calabresa, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

7.12 [08-0609](#)

Joint Resolution authorizing the Purchasing Agent to enter into a contract with Rickman Contract Services, Inc., LaGrange, IL, for Meter Reading Service for the Public Works Department, Libertyville, IL, in the amount of \$92,004.00 for one year plus 4 (four) one year renewals charging various accounts.

**A motion was made by Member Mountsier, seconded by Member Calabresa, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

7.13 [08-0616](#)

Joint resolution authorizing the Chair of the County Board, the County Clerk, and the County Engineer to execute an agreement between the Village of Hainesville and Lake County stating the terms and conditions by which the Village of Hainesville will reimburse Lake County for the construction of a 8-foot wide bituminous bike path along the east side of Hainesville Road (*County Highway 24*) from North Patriot Drive to 175 feet south of Heritage Trail (*Stage IIa*).

**Attachments:** [Hainesville vil agrmt 20080828095701.pdf](#)

**A motion was made by Member Mountsier, seconded by Member Calabresa, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

7.14 [08-0623](#)

Joint Resolution awarding a contract for the construction of a bike path along Hainesville Road (*County Highway 24*) from North Patriot Drive to 175 feet south of Heritage Trail (*Stage IIa*) and designated as Section 06-00072-10-BT to the lowest responsible bidder, Lenny Hoffman Excavating, Inc., Wilmette, Illinois, in the amount of \$73,047. This resolution provides a supplemental appropriation of \$10,000 of Matching Tax funds for this improvement.

**A motion was made by Member Mountsier, seconded by Member Calabresa, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

7.15 [08-0627](#)

Joint resolution authorizing the Chair of the County Board, the County Clerk, and the County Engineer to execute an agreement between

Lake County and Hampton, Lenzini and Renwick, Inc., Elgin, Illinois, for the provision of Phase II engineering services (*Design Engineering*) for the proposed bike path along Hainesville Road (*County Highway 24*) from Illinois Route 120 to 175 feet south of Heritage Trail and including a bridge to cross a wetland located within this segment (*Segment IIb*) at a maximum cost of services described of \$64,527. This resolution appropriates \$72,000 of Matching Tax funds for these engineering services.

**A motion was made by Member Mountsier, seconded by Member Calabresa, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

7.16     [08-0619](#)

Joint resolution authorizing the Chair of the County Board, the County Clerk and the County Engineer to execute an agreement for the use of federal highway funds between the State of Illinois and Lake County for Phase I engineering services (*Preliminary Engineering*) for the proposed improvements to the intersection of Cedar Lake Road (*County Highway 28*) at Monaville Road (*County Highway 55*).

**Attachments:**     [CedarLake IDOT Agr 6.3.3 20080827112151.pdf](#)

**A motion was made by Member Mountsier, seconded by Member Calabresa, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

7.17     [08-0620](#)

Joint resolution authorizing the Chair of the County Board, the County Clerk and the County Engineer to execute an agreement between Lake County and Crawford, Murphy and Tilly, Inc., Aurora, Illinois, for the provision of Phase I engineering services (*Preliminary Engineering*) for the proposed improvements to Cedar Lake Road (*County Highway 28*) at Monaville Road (*County Highway 55*) at a maximum cost of services described of \$201,034.01. This resolution appropriates \$240,000 of Matching Tax funds for these engineering services.

**A motion was made by Member Mountsier, seconded by Member Calabresa, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

7.18     [08-0622](#)

Joint resolution authorizing the Chair of the County Board, the County Clerk and the County Engineer to execute an agreement between Lake County and Applied Technologies, Inc., Lake Villa, Illinois for the provision of Phase II engineering services (*Design Engineering*) for the



proposed improvements to Miller Road (*County Highway 2*) consisting of a 3-spanned dry-land bridge 0.3 of a mile east of Illinois Route 59 in order to alleviate road flooding, at a maximum cost of services described of \$578,530.71. This resolution appropriates \$700,000.00 of County Bridge Tax funds for these engineering services.

**A motion was made by Member Mountsier, seconded by Member Calabresa, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

7.19     [08-0624](#)

Joint resolution providing: 1) A supplemental appropriation of \$5,250,000.00 of Motor Fuel Tax funds for 2008 Patrol One for the supply of ice control material and designated as Section 08-00000-00-GM; and 2) Increasing the expenditure line item 268-4300040-65030 by said \$5,250,000 3) Increasing revenue line item 268-4300010-45390 (revenue from townships) by \$2,625,000 and 4) Decreasing expenditure line item 268-4300030-85020 by \$2,600,000.

**A motion was made by Member Mountsier, seconded by Member Calabresa, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

7.20     [08-0625](#)

Joint resolution confirming emergency contracts, in accordance with Article 6-103 of the Lake County Purchasing Ordinance, with Peterson Salt and Water Treatment, Minnetonka, Minnesota, for the supply of 8,000 tons of ice control salt at the unit price of \$130 per ton; and with Mid Atlantic Salt, LLC., Lydora, Pennsylvania, for 19,000 tons of ice control salt at the unit price of \$146.84 per ton and with Central Salt, Elgin, Illinois, for 4,000 tons of ice control salt at the unit price of \$129.10 per ton and designated as Section 08-00000-00-GM. This resolution also authorizes the County Engineer to cooperate with the various Township Highway Commissioners in said procurement and distribution of ice control salt.

*Mr. Buehler explained that these emergency contracts will purchase 36,000 tons of salt for the County and for the 18 County townships.*

**A motion was made by Member Mountsier, seconded by Member Calabresa, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

7.21     [08-0626](#)

Joint resolution providing Motor Fuel Tax funds for the maintenance of the County Highway System from December 1, 2008 to November 30,

2009. The amount of the appropriation is One Million Five Hundred Thousand Dollars (\$1,500,000).

**A motion was made by Member Mountsier, seconded by Member Calabresa, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

7.22     [08-0628](#)

Joint resolution providing a supplemental appropriation of \$170,000.00 of Matching Tax funds for Phase II engineering services (*Design Engineering*) for the proposed widening, and resurfacing of Delany Road (*County Highway 22*) from Sunset Avenue (*County Highway 46*) to Wadsworth Road (*County Highway 17*).

**A motion was made by Member Mountsier, seconded by Member Calabresa, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

7.23     [08-0630](#)

Joint Resolution authorizing the Purchasing Agent to enter into a contract with Custom Built Commercial Fence, Park Ridge, IL, for Fence Replacements for 11 (eleven) locations for the Division of Transportation in the estimated amount of \$47,624.28 for one year plus renewals.

**A motion was made by Member Mountsier, seconded by Member Calabresa, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

7.24     [08-0632](#)

Joint Committee action memo approving Change Order No. 4 in the amount of \$174,564.83 for revisions to FEMA Flood Plain mapping, the design of soils remediation, the preparation of traffic signal plans at Delany Road intersection with Continental Drive, and revisions and additions to the Plat of Highways prepared for the acquisition of necessary right-of-way.

**A motion was made by Member Mountsier, seconded by Member Calabresa, that this Committee Action Item be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

7.25     [08-0631](#)

Joint Resolution authorizing the Purchasing Agent to enter into a agreements with Brown Traffic Products Inc., Davenport, Iowa, in the estimated amount of \$124,094 and Traffic Control Corporation, Addison, Illinois, in the estimated amount of \$516,740 to upgrade

approximately 204 Traffic Signal Controllers and integrate the controllers into the Lake County PASSAGE Intelligent Transportation System.

**A motion was made by Member Mountsier, seconded by Member Calabresa, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

#### **Financial & Administrative**

**7.26      [08-0574](#)**

Resolution authorizing line-item transfers between various funds for the purpose of transferring previously approved funds.

*Gary Gordon and Rich Hentschel explained this Resolution. This includes the purchase of additional sandbags for EMA, and moving money in the CCIP program to facilitate the projects and change orders that were approved earlier in the meeting. Money remaining from the Winchester House sprinkler project will be used for other projects. Several smaller projects are being closed out as well and the money moved to the CCIP contingency fund.*

*Member Calabresa asked if the County was getting reimbursed any money from the recent flooding, and Mr. Burton stated that the County will receive reimbursement along with all of the jurisdictions that were affected by flooding.*

**A motion was made by Member Calabresa, seconded by Member Stolman, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

**7.27      [08-0613](#)**

Resolution authorizing the Purchasing Agent to enter into a contract for Sidewalk Repairs and Replacement in Waukegan for Lake County with Boller Construction, Waukegan, IL, in the amount of \$98,435.

*Gary Gordon explained this Resolution. Vice-Chair Bassi questioned whether these public sidewalks are the responsibility of the County or of the City of Waukegan. Mr. Gordon stated that these sidewalks are the responsibility of the County. The County will try and coordinate the curb and gutter work at the same time, which is the responsibility of the City.*

*Mr. Gordon stated that he will review what legal authorities are the County's and which are the City's. It is his understanding that these are the County's sidewalks and therefore the County's responsibility.*

*Member O'Kelly expressed concern about liability - does the County assume responsibility for liability because we maintain the sidewalks, or is liability the responsibility of the City of Waukegan? Mr. Gordon requested that Committee move this item forward today, and he will look into this before Committee of the Whole on Friday.*

**A motion was made by Member Calabresa, seconded by Member Bassi, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

**7.28      [08-0639](#)**

Joint Resolution approving the creation of a part-time temporary File Support Technician position in the Public Defender's Office.

**Attachments:**      [File Support Tech-PD2 8.29.08](#)

*Gary Gordon and Rodney Marion explained this Resolution, which is related to the construction at the Public Defender's facility. The department will be relocated during construction of their current location, and this position will be responsible for transporting files between the two locations during the construction.*

*Mr. Marion explained that this position will be a grade 5, rather than a grade 6 as previously thought. The resolution being presented today reflects the correct grade.*

**A motion was made by Member Mountsier, seconded by Member Stolman, that this Resolution be approved. The motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

**8.0      Executive Session**

**9.0      County Administrator's Report**

*Special Service Area 13:*

*The County issued bonds for a sewer system in Wauconda, and the engineer's estimates came in \$500,000 - \$700,000 higher than the original estimates. The Village of Wauconda had to use their engineers on this project because it's their system, even though it's in the unincorporated area. The County is working with the resident's group trying to get the cost down. There are 224 residents, and to pay off the additional cost is probably close to \$50 per month per household on top of their special service area tax, which already totals approximately \$2,000 a year.*

*Mr. Burton stated that they are looking at options to make Wauconda bring this system up to the County to connect. They are working cooperatively with the Village and the residents to solve this situation.*

*Year- to- date budget update as of July 31, 2008:*

*Mr. Gordon reported that even though things are tight, a couple of revenues are coming in better than expected at this point. He and Mr. Hentschel touched on revenues and expenses, detailing how they are affecting many County departments and how those department budgets will be managed. Utility and fuel costs have greatly contributed to the increase in expenses.*

*(Member Stolman left the meeting at 2:12 p.m.)*

*Mr. Gordon introduced John Zukowsky, new Analyst in Finance & Administrative Services.*

*Mr. Gordon reiterated that the October Committee of the Whole will meet on Friday, October 10th at 8:30 am at DOT, and will meet again on Wednesday, October 15th at 6:00 p.m. for the budget presentation. This meeting will be held in the County Board Room.*

*Mr. Burton stated that they are meeting with individual departments to work on balancing the budget.*

#### **10.0 Adjournment**

**A motion was made by Member Calabresa, seconded by Member Bassi, to adjourn at 2:26 p.m. Motion carried unanimously.**

**Aye:** 6 - Vice Chair Bassi, Member Calabresa, Member Mountsier, Chair Paxton, Member O'Kelly and Member Stolman

*Minutes prepared by Mary Otahal.*

*Respectfully submitted,*

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*Chairman*

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*Vice-Chairman*

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*Financial & Administrative Committee*