

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, April 28, 2010

1:00 PM

Conference Room C

Financial and Administrative Committee

1. **Call to Order**

Chair Paxton called the meeting to order at 1:02 p.m.

Present 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

Also present:

*Barry Burton, County Administrator
Amy McEwan, Sr. Assistant County Administrator
Dusty Powell, Sr. Assistant County Administrator
Suzi Schmidt, County Board Chairman
Gary Gordon, Finance & Administrative Services
Rich Hentschel, Finance & Administrative Services
Mike Gavin, Finance & Administrative Services
Michael Wheeler, Finance & Administrative Services
Jennie Khoen, Communications Manager
Keith Devore, CAO Intern
Bob Skidmore, Treasurer
Dan Jasica, Chief Deputy State's Attorney
Steve Carlson, County Board Member
Russell Lissau, Daily Herald
John Roskowski, Pioneer Press
Mary Otahal, County Board Office*

2. **Pledge of Allegiance**

Chair Paxton led the committee in the Pledge of Allegiance.

3. **Approval of Minutes**

3.1 **10-0379**

Minutes from April 7, 2010

A motion was made by Member Mountsier, seconded by Member Stolman, to approve the minutes from April 7, 2010. The motion carried by the following vote:

Aye: 5 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton and Member Stolman

Not Present: 2 - Member O'Kelly and Member Carter

4. **Added to Agenda Items**

5. **Public Comment**

6. **Old Business**

Member O'Kelly asked about the possibility of having a County Clerk's Office employee at the Permit Facility. Mr. Burton stated that they have discussed the possibility of having employees from other offices there during certain peak times. Once the offices get settled at the new location, they will discuss this issue further.

7. **New Business**

Public Works & Transportation

7.1 **10-0268**

Joint resolution authorizing an agreement with the State of Illinois for the utilization of federal highway funds for the modernization and interconnection of the traffic signals along Rollins Road, including Grand Ave and US Rte 12 (*Lotus Dr to Sayton Rd*) and along IL Rte 83 (*US Rte 45 to Westmoreland Dr*) including connection to Lake County PASSAGE and Phase III engineering services. This resolution appropriates \$750,000 of ¼ % Sales Tax for Transportation and Public Safety funds for this improvement and Phase III engineering and designated as Section 09-00999-07-TL.

A motion was made by Member O'Kelly, seconded by Member Mountsier, that this item be recommended for adoption to the consent agenda. The motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

7.2 **10-0363**

Joint resolution authorizing a contract with Alfred Benesch & Company, Chicago, Illinois, at a maximum cost of services described of \$198,278.31, for professional services for Phase III engineering services for the modernization and interconnection of the traffic signals along Rollins Road, including Grand Ave and US Rte 12 (*Lotus Dr to Sayton Rd*) and along IL Rte 83 (*US Rte 45 to Westmoreland Dr*) including connection to Lake County PASSAGE and designated as Section 09-00999-07-TL.

A motion was made by Member O'Kelly, seconded by Member Mountsier, that this resolution be recommended for adoption to the consent agenda. The motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

7.3 **10-0282**

Joint resolution authorizing the approval of an ordinance requesting the conveyance of parcels of land and easements from the Lake County Forest Preserve District to Lake County and approval of a resolution conveying a parcel of land from Lake County to the Lake County Forest Preserve District so as to provide for the intersection improvement at Fairfield Road and Gossell Road and designated as Section 01-00113-14-ES.

A motion was made by Member O'Kelly, seconded by Member Mountsier, that this resolution be recommended for adoption to the consent agenda. The motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

7.4 **10-0361**

Joint resolution appropriating \$5,880.72 of Motor Fuel Tax funds for Lake County's pro-rated share of the transportation planning undertaken by the Chicago Metropolitan Agency for Planning and designated as Section 11-00183-00-ES.

A motion was made by Member O'Kelly, seconded by Member Mountsier, that this resolution be recommended for adoption to the consent agenda. The motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

7.5 10-0362

Joint resolution appropriating \$665,000 of County Bridge Tax funds for the construction of a bike path along Park Avenue West from the Highland Park Country Club to east of US Route 41 and designated as Section 04-00271-00-BT.

A motion was made by Member O'Kelly, seconded by Member Mountsier, that this resolution be recommended for adoption to the consent agenda. The motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

7.6 10-0369

Ordinance Amending Certain Prior Rate Ordinances for the Use and Service of Certain Waterworks and Sewerage Systems of the County of Lake.

A motion was made by Member O'Kelly, seconded by Member Mountsier, that this ordinance be recommended for adoption to the consent agenda. The motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

Financial & Administrative

7.7 10-0301

Resolution setting the compensation for certain County-wide Elected Office holders.

Barry Burton explained the process for setting elected officials salaries, stating that they are required by State Statute to set the compensation no less than six months before those officials take office. At this time, it is necessary to set the compensation for the offices of County Clerk, Treasurer, Sheriff, and Regional Superintendent of Schools for the years 2011 through 2014. Following meetings with the Chair of the County Board and the Chair of this Committee, the Chair of the County Board and Chair of the F&A Committee recommend that no increase be given for years 2011 and 2012, followed by 2% each year for 2013 and 2014. Citing the state of the economy and budget constraints, the committee members felt that this is the appropriate action to take at this time. However, this action will remove parity among the elected officials salaries. Treasurer Bob Skidmore addressed the committee in this regard.

A motion was made by Member Stolman, seconded by Member Bassi, that this resolution be recommended for adoption to the regular agenda. The motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

7.8 10-0302

Resolution setting the compensation for County Board Members and the Chair of the County Board.

Mr. Burton explained that the same applies to the resolution setting the salaries for County Board members as the other elected officials, except that, due to redistricting in 2012, they are only setting salaries for two years, 2011 and 2012. Following meetings with the Chair of the County Board and the Chair of this Committee, the Chair of the County Board and Chair of the F&A Committee recommend no increase for both years.

A motion was made by Member Stolman, seconded by Member Mountsier, that this resolution be recommended for adoption to the regular agenda. The motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

8. Executive Session

9. County Administrator's Report

- FY2011 Budget Policies - discussion only
- Economic development discussion

1. 2011 budget policies discussion - Gary Gordon presented the proposed budget policy changes for FY 2011. The changes include the addition of a section dealing with State Funded Programs, stating that, "in the event of loss of State funding and/or reimbursement for specific services, it is understood that Departments will be expected to either reduce funded services or identify other reductions/revenue increases to off-set State losses. Exceptions to this policy will be reviewed on a case by case basis." Member Bassi asked that we make sure that the policy would not influence future reductions in life safety issues. Mr. Burton stated that they will be meeting to discuss Probation with the Courts.

Also added is a section referencing new grants, recommending that they require approval from the standing committee and the F&A Committee (and/or the County Board) to apply for a grant prior to the application if the grant requires a direct or indirect County match. There was discussion about whether certain departments should be exempt from this process. Staff will meet with SMC and the Health Department to discuss this policy.

Committee asked for a change under Economic Downturn Indicators, requesting that under number 2., the 6.5% unemployment figure be changed to 9% to better reflect the current state of the economy. Mr. Gordon will bring the final version to the Committee for approval at next week's meeting.

Mr. Gordon distributed copies of the draft budget calendar.

2. County newsletter - Communications Manager Jennie Khoen stated that there is \$55,000 in the FY 2010 budget for a county-wide newsletter mailing. Last year, the Committee decided to suspend the mailing and to do the newsletter in-house and make

copies available for distribution. Committee agreed to follow the same process this year. Ms. Khoen also presented samples of new business cards for board members that will help to build e-newsletter commmunications and promote Lake County Passage. It was the consensus of the committee that funding for this come from the general fund as opposed to Board Members constituent services accounts.

3. Economic Development discussion - Barry Burton informed the Committee that they will be working on a policy coming from Lake County Partners regarding how we govern proposed economic development deals. He will bring this back to Committee once a policy is drafted.

10. Adjournment

A motion was made by Member Carter, seconded by Member Kyle, to adjourn at 2:32 p.m. The motion carried by the following vote:

Aye: 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

Minutes prepared by Mary Otahal.

Respectfully submitted,

Chairman

Vice-Chairman

Financial & Administrative Committee