

# Lake County Illinois

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



## Meeting Minutes - Final

Thursday, September 1, 2022

8:30 AM

Assembly Room, 10th Floor or register to virtually attend at  
<https://bit.ly/3Kb9sMG>

**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 / virtual attendance through registration at the link on the front page of this agenda.

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

**PUBLIC COMMENT:** The public will be afforded time to comment on matters related to the business of the County Board. A total of 30 minutes will be permitted for Public Comment and no more than three minutes per comment. 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. Individuals attending in-person or remotely may present their Public Comment during the meeting. Individuals not in attendance 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](mailto:PublicComment@Lakecountyil.gov) or delivered to the County Board Office 18 N. County Street, Waukegan, Illinois (10th floor)).

Public Comment will proceed in the following order: (1) Public Comment by individuals in attendance on the 10th Floor, (2) Public Comment by individuals who registered via the link on the front page of the agenda and are attending remotely / virtually, and then (3) written comments.

Individuals providing Public Comment will provide the following information:

- \* Meeting: Financial & Administrative Committee (Subject line for written Public Comment)
- \* Name (REQUIRED)
- \* Topic or Agenda Item # (REQUIRED)
- \* Street Address, City, State (Optional)
- \* Phone Number (Optional)
- \* Organization/Agency/etc. Represented (If representing yourself, put "Self")

\*\*\*To view County Board Rules, click here: <https://bit.ly/3idRdrV>\*\*\*

**1. Call to Order**

*Vice Chair Vealitzek called the meeting to order at 8:30 a.m.*

**2. Pledge of Allegiance**

*Vice Chair Vealitzek led the Pledge of Allegiance.*

**3. Roll Call of Members**

**Present** 5 - Member Danforth, Member Pedersen, Vice Chair Vealitzek, Member Kyle and Ex-Officio Member Hart

**Absent** 3 - Chair Frank, Member Simpson and Member Wilke

*\* Electronic Attendance: Member Danforth*

*County Board Chair Hart is present as an ex officio member of all committees and is participating in the discussion and deliberation of the Committee and has the right to vote, as her presence is constituting a physical quorum.*

*Others present:*

*Kent Kasen, Public*

*Matt Bickel, Wold Architects*

*Dan Hoffman, FCFCA*

*Alex Carr, Communications*

*Kevin Quinn, Communications*

*Eric Meidel, Hunt Club Farms Community Association*

*Jon Joy, Facilities and Construction*

*John Light, Human Resources*

*Teri White, State's Attorney's Office*

*Eric Rinehart, State's Attorney's Office*

*Chris Blanding, Enterprise Information Technology*

*Carl Kirar, Facilities and Construction*

*Patrice Sutton, Finance*

*Melissa Gallagher, Finance*

*Cassandra Hiller, County Administrator's Office*

*Matt Meyers, County Administrator's Office*

*Jim Hawkins, County Administrator's Office*

*Gary Gibson, County Administrator's Office*

*Abby Krakow, Communications*

*Aimee Reissenweber, Public*

*Angela Cooper, 19th Judicial Circuit Court*

*Ann Maine, Board Member*

*Ashley Rack, Sheriff's Office*

*Kevin Quinn, Communications*

*Austin McFarlane, Public Works*

*Bernard Malkov, Sheriff's Office*  
*Bob Glueckert, Supervisor of Assessments*  
*Caitlin Everett, Workforce Development*  
*Chad Wright, Facilities and Construction*  
*Courtney Lloyd, Division of Transportation*  
*Eric Waggoner, Planning, Building and Development*  
*Erik Karlson, Enterprise Information Technology*  
*Erin Cartwright Weinstein, Circuit Court Clerk*  
*Frank D'Andrea, Finance*  
*Gavin Good, Chicago Tribune*  
*Grisel Ayala, Division of Transportation*  
*Heidie Hernandez, Enterprise Information Technology*  
*Holly Kim, Treasurer*  
*Irshad Khan, Facilities and Construction*  
*James Hawkins, County Administrator's Office*  
*Jamie Helton, State's Attorney's Office*  
*Janna Philipp, County Administrator's Office*  
*Jennifer White, Division of Transportation*  
*Jeremiah Varco, Facilities and Construction*  
*Jerial Jorden-Woods, Finance*  
*Jim Chamernik, Sheriff's Office*  
*Joel Sensenig, Public Works*  
*Jolanda Dinkins, County Board Office*  
*Jon Nelson, Division of Transportation*  
*Karen Fox, State's Attorney's Office*  
*Keith Caldwell, GIS Team*  
*Kevin Dominguez, Finance*  
*Kevin Kerrigan, Division of Transportation*  
*Kristy Cechini, County Board Office*  
*Linda Rubeck, Division of Transportation*  
*Mallory Cusenbery, Public*  
*Maria Castellanos, Finance*  
*Mark Pfister, Health Department*  
*Mary Crain, Division of Transportation*  
*Mary Ross Cunningham, Board Member*  
*Melanie Nelson, State's Attorney's Office*  
*Michael Balsamo, Facilities and Construction*  
*Michael Maslana, Enterprise Information Technology*  
*Michael Wheeler, Finance*  
*Monica McClain, Payroll*  
*Mustafa Badrudduja, Public*  
*Nelmari Velazquez-Zayas, Human Resources*

*Nick Principali, Finance*  
*Nicole Farrow, State's Attorney's Office*  
*Nicole Rogers, Finance*  
*Patrice Evans, Enterprise Information Technology*  
*Ruby Acosta, Finance*  
*RuthAnne Hall, Purchasing*  
*Sonia Hernandez, County Administrator's Office*  
*Shane Schneider, Division of Transportation*  
*ShaTin Gibbs, Finance*  
*Stacy Davis-Wynn, Purchasing*  
*Steven Spagnolo, State's Attorney's Office*  
*Susan August, Purchasing*  
*Tammy Chatman, Communications*  
*Terri Kath, Enterprise Information Technology*  
*Theresa Glatzhofer, County Board Office*  
*TJ Saye, Public*  
*Yvette Albarran, Purchasing*

**4. Addenda to the Agenda**

*There are no additions or amendments to the agenda.*

**5. Public Comment (Items Not on the Agenda)**

*There was no public comment.*

**6. Chair's Remarks**

*The Vice-Chair Vealitzek stated with the consent of the committee, to move item 8.20 to the beginning of the Regular Agenda.*

**7. Unfinished Business**

*There was no unfinished business.*

**8. New Business**

**CONSENT AGENDA (Items 8.1 - 8.11)**

**\*MINUTES\***

**8.1 [22-1203](#)**

Committee action approving the Financial and Administrative Committee minutes from July 28, 2022.

**Attachments:** [F&A 7.28.22 Final Minutes](#)

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

**Aye:** 5 - Member Danforth, Member Pedersen, Vice Chair Vealitzek, Member Kyle and Ex-Officio Member Hart

**Absent:** 3 - Chair Frank, Member Simpson and Member Wilke

**\*REPORTS\***

**8.2** [22-1057](#)

Report from Robin M. O'Connor, County Clerk, for the month of June 2022.

**Attachments:** [LCC Report for June 2022](#)

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

**Aye:** 5 - Member Danforth, Member Pedersen, Vice Chair Vealitzek, Member Kyle and Ex-Officio Member Hart

**Absent:** 3 - Chair Frank, Member Simpson and Member Wilke

**8.3** [22-1151](#)

Report from Robin M. O'Connor, County Clerk, for the month of July, 2022.

**Attachments:** [LCC Report for July 2022](#)

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

**Aye:** 5 - Member Danforth, Member Pedersen, Vice Chair Vealitzek, Member Kyle and Ex-Officio Member Hart

**Absent:** 3 - Chair Frank, Member Simpson and Member Wilke

**8.4** [22-1131](#)

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of July 2022.

**Attachments:** [July 2022](#)

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

**Aye:** 5 - Member Danforth, Member Pedersen, Vice Chair Vealitzek, Member Kyle and Ex-Officio Member Hart

**Absent:** 3 - Chair Frank, Member Simpson and Member Wilke

**\*LAW & JUDICIAL\***

**8.5** [22-1172](#)

Joint resolution authorizing the acceptance of a State Fiscal Year (SFY) 2023 Juvenile Justice Council (JJC) grant awarded to and by the Illinois Juvenile Justice Commission (IJJC) through the Illinois Department of Human Services (IDHS) to enhance and strengthen the Lake County JJC by the SAO, including an emergency appropriation of

\$55,740 in grant funds.

**Attachments:** [JJC Grant 07-01-22 thru 06-30-23 1270-35146 NOSA Cover Page](#)  
[JJC Grant Accounting Spreadsheet 07-01-22 thru 06-30-23](#)

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

**Aye:** 5 - Member Danforth, Member Pedersen, Vice Chair Vealitzek, Member Kyle and Ex-Officio Member Hart

**Absent:** 3 - Chair Frank, Member Simpson and Member Wilke

**8.6 [22-1173](#)**

Joint resolution authorizing the acceptance of a State Fiscal Year (SFY) 2023 Juvenile Justice Youth Service Program (JJYSP) grant awarded to the Lake County State's Attorney's Office (SAO) by the Illinois Juvenile Justice Commission (IJJC) through the Illinois Department of Human Services (IDHS) to continue the A Step Up Program that helps address youth involved in adolescent domestic battery within their homes, including an emergency appropriation of \$47,125 in grant funds.

**Attachments:** [JJYSP Grant Accounting Spreadsheet 07-01-22 thru 06-30-23](#)  
[JJYSP Grant Award 07-01-22 thru 06-30-23 - 1270-35159 Nosa Cover Pa](#)

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

**Aye:** 5 - Member Danforth, Member Pedersen, Vice Chair Vealitzek, Member Kyle and Ex-Officio Member Hart

**Absent:** 3 - Chair Frank, Member Simpson and Member Wilke

**8.7 [22-1178](#)**

Joint resolution authorizing a contract, with SHI International Corp., Somerset, New Jersey for Adobe LiveCycle System in an estimated annual amount of \$40,242.16.

**Attachments:** [Vendor Disclosure Statement](#)  
[Sourewell Cooperative Contract](#)  
[SHI Quote-22259774.pdf](#)  
[Terms and Conditions.pdf](#)

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

**Aye:** 5 - Member Danforth, Member Pedersen, Vice Chair Vealitzek, Member Kyle and Ex-Officio Member Hart

**Absent:** 3 - Chair Frank, Member Simpson and Member Wilke

**\*PUBLIC WORKS, PLANNING & TRANSPORTATION\***

**8.8 [22-1169](#)**

Joint resolution authorizing a contract with Synagro Central, LLC, Baltimore, MD for the Biosolids Management Program for Lake County Public Works in the estimated amount of \$704,120.

**Attachments:** [22-1169 Biosolids Bid 22050 Final](#)  
[22-1169 Biosolids Revised Bid Tab](#)  
[22-1169 Biosolids Synagro Vendor Disclosure Form](#)

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

**Aye:** 5 - Member Danforth, Member Pedersen, Vice Chair Vealitzek, Member Kyle and Ex-Officio Member Hart

**Absent:** 3 - Chair Frank, Member Simpson and Member Wilke

**8.9 [22-1170](#)**

Joint resolution authorizing a contract with Water Well Solutions Illinois Division, LLC of Elburn, Illinois in the amount of \$63,450 annually for well pump maintenance and repair services.

**Attachments:** [22-1170 Water Well Solutions Bid Tab Final](#)  
[22-1170 Water Well Solutions Final Bid Document](#)  
[22-1170 Water Well Solutions Vendor Disclosure Form](#)

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

**Aye:** 5 - Member Danforth, Member Pedersen, Vice Chair Vealitzek, Member Kyle and Ex-Officio Member Hart

**Absent:** 3 - Chair Frank, Member Simpson and Member Wilke

**8.10 [22-1167](#)**

Joint resolution authorizing separate agreements with Kenosha County, Wisconsin, and the Village of Pleasant Prairie, Wisconsin, for proposed intersection improvements at Russell Road and Lewis Avenue, and Russell Road and Kenosha Road, and memorializing maintenance responsibilities along Russell Road and 128th Street/State Line Road.



**Attachments:** [22-1167 Russell Road Kenosha County Agreement](#)  
[22-1167 Russell Road Pleasant Prairie Agreement](#)  
[22-1167 Location Map, Russell Road](#)

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

**Aye:** 5 - Member Danforth, Member Pedersen, Vice Chair Vealitzek, Member Kyle and Ex-Officio Member Hart

**Absent:** 3 - Chair Frank, Member Simpson and Member Wilke

**8.11 [22-1168](#)**

Joint resolution authorizing a contract with Superior Road Striping, Inc., Melrose Park, Illinois, in the amount of \$235,732.60 for center line rumble strip installation with hot spray thermoplastic pavement markings on various County highways, which will be improved under the Illinois Highway Code and appropriating \$285,000 of Motor Fuel Tax funds.

**Attachments:** [22-1168 Bid Tab, Center Line Rumble Strip](#)  
[22-1168 Vendor Disclosure, Superior Road Striping](#)  
[22-1168 Location Map, Centerline Rumble Strip](#)

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

**Aye:** 5 - Member Danforth, Member Pedersen, Vice Chair Vealitzek, Member Kyle and Ex-Officio Member Hart

**Absent:** 3 - Chair Frank, Member Simpson and Member Wilke

**REGULAR AGENDA**

**8.20 [22-1216](#)**

Discussion regarding the renewal of Lake County's Franchise Agreement with Comcast.

**Attachments:** [Comcast Franchise Agreement Renewal DRAFT 072022](#)

*The Committee Vice-Chair, with the consent of the committee, moved item 8.20 to the beginning of the Regular Agenda.*

*Matt Meyers, Assistant County Administrator, and Steve Rice, Principle Assistant Attorney, State's Attorney's Office, reported on the negotiation process for the agreement with Comcast. Attorney Rice provided an overview of the franchise agreement. The County agreement renews every ten years. Assistant County Administrator Meyers provided an overview of the potential changes to the agreement. Discussion ensued.*

*Committee directed Staff to do further analysis and pursue additional alternatives.*

*There were public comments from the following individuals:*

*Kent Kasten*

*Aimee Reissenweber*

*Mustafa Badrudduja*

*Daniel Hoffman, III*

**\*LAW & JUDICIAL\***

**8.12 [22-1174](#)**

Joint resolution authorizing the acceptance, and emergency appropriation of a State Fiscal Year (SFY) 2023 HB0900 Public Act 102-0698, Violence Prevention and Reduction Grant, for the State's Attorney's Office (SAO) Gun Violence Prevention Initiative (GVPI), from the State General Revenue Fund administered through the Illinois Criminal Justice Information Authority (ICJIA) in the amount of \$450,000 in state funds for the period of September 1, 2022, through June 30, 2023.

**Attachments:** [ICJIA FY23 State Grant Award Memo Violence Prevention & Reduction Ag](#)  
[Violence Prevention & Reduction Grant SFY23 HB 0900 PA 102-0698 Agr](#)

*Eric Rinehart, State's Attorney, reported on the funding for the Gun Violence Prevention Initiative. Discussion ensued.*

*Items 8.12 and 8.13 were voted on together.*

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

**Aye:** 5 - Member Danforth, Member Pedersen, Vice Chair Vealitzek, Member Kyle and Ex-Officio Member Hart

**Absent:** 3 - Chair Frank, Member Simpson and Member Wilke

**8.13 [22-1175](#)**

Joint resolution authorizing the acceptance, and emergency appropriation of a State Fiscal Year (SFY) 2023 HB0900 Public Act 102-0698, Violence Interruption Program Grant, from the State Coronavirus Urgent Remediation Emergency Fund consisting of ARPA Federal Funds for the State's Attorney's Office (SAO) Gun Violence Prevention Initiative (GVPI), administered through the Illinois Criminal Justice Information Authority (ICJIA) in the amount of \$450,000 in federal funds for the period of September 1, 2022, through June 30, 2023.

**Attachments:** [ICJIA Grant Award Memo - ARPA Violence Prevention & Reduction Grant](#)  
[Violence Prevention & Reduction ARPA Federal Grant State Passthrough](#)

*Eric Rinehart, State's Attorney, reported on the funding for the Gun Violence Prevention Initiative. Discussion ensued.*

*Items 8.12 and 8.13 were voted on together.*

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

**Aye:** 5 - Member Danforth, Member Pedersen, Vice Chair Vealitzek, Member Kyle and Ex-Officio Member Hart

**Absent:** 3 - Chair Frank, Member Simpson and Member Wilke

**\*PUBLIC WORKS, PLANNING & TRANSPORTATION\***

**8.14 [22-1166](#)**

Joint resolution authorizing a contract with Meade, Inc., Willowbrook, Illinois, in the amount of \$1,247,132.20, for the maintenance of traffic control signals, street lights, and Lake County PASSAGE field elements, under the applicable Illinois Highway Code, from December 1, 2022, to November 30, 2023, and appropriating \$1,580,000 of Motor Fuel Tax funds, \$1,497,000 for maintenance and \$83,000 for electrical service.

**Attachments:** [22-1166 Bid Tab, 2023 Traffic Signal Maintenance](#)  
[22-1166 Vendor Disclosure, Meade](#)

*Shane Schneider, Division of Transportation Director, reported on the agreement for the maintenance of the traffic control signals.*

**A motion was made by Member Pedersen, 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:** 5 - Member Danforth, Member Pedersen, Vice Chair Vealitzek, Member Kyle and Ex-Officio Member Hart

**Absent:** 3 - Chair Frank, Member Simpson and Member Wilke

**\*FINANCIAL & ADMINISTRATIVE\***

**Facilities and Construction Services**

**8.15 [22-1214](#)**

Director's Report - Facilities and Construction Services.

**Attachments:** [ROC Facility Design Update 01SEP22](#)

*Carl Kirar, Facilities and Construction Services Director, reported on the Regional Operations and Communication (ROC) Facility, providing an overview of the collaboration and design of the building. Director Kirar updated the Committee on the funding and timeline. Discussion ensued.*

### Human Resources

8.16 [22-1213](#)

Presentation on 2023 Lake County Health Insurance.

*John Light, Human Resources Director, reported on the Health Insurance for 2023. Director Light provided an overview of the plans that are offered to County staff and the enrollment of each plan. Discussion ensued.*

8.17 [22-0031](#)

Director's Report - Human Resources.

*John Light, Human Resource Director, introduced the new Risk Manager, Erica Osinski.*

### Enterprise Information Technology

8.18 [22-0030](#)

Director's Report - Enterprise Information Technology.

*There was no Enterprise Information Technology Director's report.*

### Finance

8.19 [22-0032](#)

Director's Report - Finance.

*There was no Finance Director's report.*

### County Administration

**8.20 The Committee Vice-Chair, with the consent of the committee, moved item 8.20 to the beginning of the Regular Agenda.**

8.21 [22-1217](#)

Update and discussion on the strategic review of personnel to include restructuring for efficiency and effectiveness and minimizing duplication.

*Jim Hawkins, Deputy County Administrator, reported on the strategic review of personnel and restructuring. Deputy Hawkins provided an overview of centralization, improving operations and defining standardization. Discussion ensued.*

**9. County Administrator's Report**

*There was no County Administrator's Report.*

**10. Executive Session**

**A motion was made by Member Kyle, seconded by Member Pedersen, that these items go into executive session. The motion carried unanimously.**

**Aye:** 5 - Member Danforth, Member Pedersen, Vice Chair Vealitzek, Member Kyle and Ex-Officio Member Hart

**Absent:** 3 - Chair Frank, Member Simpson and Member Wilke

10.1 [22-0033](#)

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

10.2 [22-0034](#)

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

10.3 [22-0035](#)

Executive Session to discuss personnel matters pursuant to 5 ILCS 120/2 (c)(1).

10.4 [22-0555](#)

Executive Session to discuss claims, loss/risk, records, data, advice, or communications with respect to an insurer, risk management association, or self-insurance pool pursuant to 5 ILCS 120/2 (c)(12).

10.5 [22-0036](#)

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

10.5 [22-1205](#)

A

Committee action approving the Financial and Administrative Committee's Executive Session Minutes from August 4, 2022.

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

**Aye:** 5 - Member Danforth, Member Pedersen, Vice Chair Vealitzek, Member Kyle and Ex-Officio Member Hart

**Absent:** 3 - Chair Frank, Member Simpson and Member Wilke

11. **Members' Remarks**

*There were no remarks from members.*

12. **Adjournment**

*Vice Chair Vealitzek declared the meeting adjourned at 11:31 a.m.*

**Next Meeting: September 8, 2022**

*Meeting minutes prepared by Kristy Cechini.*

*Respectfully submitted,*

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*Financial and Administrative Chair*