

# Lake County Illinois

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



## **Meeting Minutes - Draft**

**Thursday, February 7, 2019**

**8:30 AM**

**Assembly Room, 10th Floor**

**Financial and Administrative Committee**

1. Call to Order

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

**Present** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

*Others present:*

*Dick Barr, County Board*

*Erica Berman, Human Resources*

*Krista Braun, Planning, Building and Development*

*Jeff Carlstone, Communications*

*Alex Carr, Communications*

*Anthony Cooling, Finance and Administrative Services*

*Danny Davis, Court Administration*

*Jenifer Dravillas, Lake Forest Graduate School of Management*

*Stacy Davis Wynn, Purchasing*

*Paul Fetherston, County Administrator's Office*

*Al Giertych, Division of Transportation*

*RuthAnne Hall, Purchasing*

*Sandy Hart, County Board*

*Neil Homan, Lake Forest Graduate School of Management*

*Brooke Hooker, Communications*

*Ryan Horne, Finance and Administrative Services*

*Doretha Johnson, Division of Transportation*

*Jon Joy, Facility and Construction Services*

*Holly Kim, Treasurer*

*William Kinville, Sheriff's Office*

*Chris Kopka, Human Resources*

*Donna Jo Maki, County Administrator's Office*

*Ann Maine, County Board*

*Rodney Marion, Human Resources*

*Vasyl Markus, Treasurer's Office*

*Amy McEwan, County Administrator's Office*

*Angela Panateri, Communications*

*Mark Pfister, Health Department*

*Mike Prusila, Division of Transportation*

*Abby Scalf, Communications*

*Shane Schneider, Division of Transportation*

*Jennifer Serino, Workforce Development*

*Kurt Schultz, Facilities and Construction Services*

*Patrice Sutton, Finance and Administrative Services*

*Michah Thornton, Circuit Court Clerk's Office*

*Anthony Vega, Sheriff's Office*

*Blanca Vela-Schneider, County Board Office*

*Mike Warner, Stormwater Management Commission  
Dakisha Wesley, County Administrator's Office  
Rodney Worden, Public Works*

**2. Pledge of Allegiance**

*Member Carlson led the Pledge of Allegiance.*

**3. Addenda to the Agenda**

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

**4. Public Comment**

*There were no comments from the public.*

**5. Chair's Remarks**

*There were no remarks from Chair Frank.*

**6. Old Business**

*There was no old business to conduct.*

**7. New Business**

**CONSENT AGENDA (Items 7.1 - 7.20)**

**Approval of Minutes**

**7.1 [19-0189](#)**

Minutes from October 3, 2018.

**Attachments:** [F&A 10.3.18 Minutes - Final](#)

**A motion was made by Member Carlson, seconded by Member Didech, that the Consent Agenda items 7.1 through 7.4 be approved and that items 7.5 through 7.20 be recommended for adoption or received and placed on the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

**7.2 [19-0195](#)**

Minutes from November 7, 2018.

**Attachments:** [F&A 11.7.18 Minutes - Final](#)

**A motion was made by Member Carlson, seconded by Member Didech, that the Consent Agenda items 7.1 through 7.4 be approved and that items 7.5 through 7.20 be recommended for adoption or received and placed on the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.3 [19-0190](#)

Executive Session Minutes from October 3, 2018.

**A motion was made by Member Carlson, seconded by Member Didech, that the Consent Agenda items 7.1 through 7.4 be approved and that items 7.5 through 7.20 be recommended for adoption or received and placed on the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.4 [19-0191](#)

Executive Session Minutes from October 3, 2018.

**A motion was made by Member Carlson, seconded by Member Didech, that the Consent Agenda items 7.1 through 7.4 be approved and that items 7.5 through 7.20 be recommended for adoption or received and placed on the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

**LAW & JUDICIAL**

7.5 [19-0139](#)

Joint resolution authorizing the renewal of the State's Attorney's Law Enforcement Response to Drugs - Drug Prosecution grant program, awarded by the Illinois Criminal Justice Information Authority (ICJIA), including \$225,000 in federal funds.

**Attachments:** [Drug Grant Continuation Letter](#)

**A motion was made by Member Carlson, seconded by Member Didech, that the Consent Agenda items 7.1 through 7.4 be approved and that items 7.5 through 7.20 be recommended for adoption or received and placed on the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.6 [19-0221](#)

Joint resolution accepting the State Criminal Alien Assistance Program (SCAAP) grant from the United States Department of Justice (DOJ), Office of Justice Programs (OJP) and authorizing an emergency appropriation in the amount of \$62,443.

**Attachments:** [FY2017 SCAAP Grant Acceptance.pdf](#)

[FY 2017 State Criminal Alien Assistance Program Use of Funds List](#)

**A motion was made by Member Carlson, seconded by Member Didech, that the Consent Agenda items 7.1 through 7.4 be approved and that items 7.5 through 7.20 be recommended for adoption or received and placed on the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

**HEALTH & COMMUNITY SERVICES**

**7.7 [19-0160](#)**

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Trade Adjustment Assistance grant and approving an emergency appropriation in the amount of \$301,321.08.

**Attachments:** [TAA Training Grant.pdf](#)

**A motion was made by Member Carlson, seconded by Member Didech, that the Consent Agenda items 7.1 through 7.4 be approved and that items 7.5 through 7.20 be recommended for adoption or received and placed on the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

**7.8 [19-0166](#)**

Joint resolution authorizing an emergency appropriation in the amount of \$63,739 for the ConstructionWorks program for Workforce Development Department's Fiscal Year (FY) 2019 budget.

**Attachments:** [WDD ConstructionWorks Project.pdf](#)

**A motion was made by Member Carlson, seconded by Member Didech, that the Consent Agenda items 7.1 through 7.4 be approved and that items 7.5 through 7.20 be recommended for adoption or received and placed on the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

**7.9 [19-0201](#)**

Joint resolution accepting the Illinois Department of Natural Resources grant and authorizing an emergency appropriation in the amount of \$15,000.01 for the Coastal Management Program grant.

**Attachments:** [IDNR Coastal Management January 2019](#)

**A motion was made by Member Carlson, seconded by Member Didech, that the Consent Agenda items 7.1 through 7.4 be approved and that items 7.5 through 7.20 be recommended for adoption or received and placed on the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

**PUBLIC WORKS, PLANNING & TRANSPORTATION**

7.10 [19-0179](#)

Joint resolution appropriating \$140,000 of ¼% Sales Tax for Transportation funds for the Joint Utility Locating Information for Excavators, Inc. (JULIE) annual message handling services fee, and extending a contract with Utility Resource Group, LLC of Sterling Heights, Michigan, to locate Lake County Division of Transportation's (LCDOT) storm sewers for excavator dig requests for various County highways, and designated as Section 19-00000-09-GM.

**A motion was made by Member Carlson, seconded by Member Didech, that the Consent Agenda items 7.1 through 7.4 be approved and that items 7.5 through 7.20 be recommended for adoption or received and placed on the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.11 [19-0215](#)

Joint resolution authorizing the execution of an agreement with the Village of Lake Bluff (Village) stating the terms and conditions for the replacement of a bridge on the Robert McClory Bike Path over Illinois Route 176, appropriating \$100,000 of County Bridge Tax funds, and designated as Section 19-00173-16-BR.

**Attachments:** [19-0215 Robert McClory Bike Path Bridge Village of Lake Bluff Agreement](#)

**A motion was made by Member Carlson, seconded by Member Didech, that the Consent Agenda items 7.1 through 7.4 be approved and that items 7.5 through 7.20 be recommended for adoption or received and placed on the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.12 [19-0217](#)

Joint resolution accepting the Illinois Environmental Protection Agency (IEPA) grant for the North Branch Chicago River watershed planning by the Stormwater Management Commission (SMC) and authorizing an emergency appropriation in the amount of \$16,793.

**Attachments:** [North Branch 319 emergency appropriation request](#)

**A motion was made by Member Carlson, seconded by Member Didech, that the Consent Agenda items 7.1 through 7.4 be approved and that items 7.5 through 7.20 be recommended for adoption or received and placed on the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

**FINANCIAL & ADMINISTRATIVE**

**7.13 [19-0118](#)**

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of December 2018.

**Attachments:** [Dec 2018.pdf](#)

**A motion was made by Member Carlson, seconded by Member Didech, that the Consent Agenda items 7.1 through 7.4 be approved and that items 7.5 through 7.20 be recommended for adoption or received and placed on the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

**7.14 [19-0125](#)**

Report from Holly Kim, Treasurer, for the month of November 2018.

**Attachments:** [Cash & Investments Nov 2017.pdf](#)  
[Cash & Investment Nov 2018.pdf](#)

**A motion was made by Member Carlson, seconded by Member Didech, that the Consent Agenda items 7.1 through 7.4 be approved and that items 7.5 through 7.20 be recommended for adoption or received and placed on the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

**7.15 [19-0182](#)**

Tax Abatement Ordinance for the Series 2010A General Obligation Bonds.

**A motion was made by Member Carlson, seconded by Member Didech, that the Consent Agenda items 7.1 through 7.4 be approved and that items 7.5 through 7.20 be recommended for adoption or received and placed on the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

**7.16 [19-0183](#)**

Tax Abatement Ordinance for the Series 2011A General Obligation Bonds.

**A motion was made by Member Carlson, seconded by Member Didech, that the Consent Agenda items 7.1 through 7.4 be approved and that items 7.5 through 7.20 be recommended for adoption or received and placed on the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.17 [19-0184](#)

Tax Abatement Ordinance for the Series 2013 General Obligation Road Bonds.

**A motion was made by Member Carlson, seconded by Member Didech, that the Consent Agenda items 7.1 through 7.4 be approved and that items 7.5 through 7.20 be recommended for adoption or received and placed on the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.18 [19-0185](#)

Tax Abatement Ordinance for the Series 2015A General Obligation Bonds.

**A motion was made by Member Carlson, seconded by Member Didech, that the Consent Agenda items 7.1 through 7.4 be approved and that items 7.5 through 7.20 be recommended for adoption or received and placed on the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.19 [19-0186](#)

Tax Abatement Ordinance for the Series 2018 General Obligation Refunding Bonds.

**A motion was made by Member Carlson, seconded by Member Didech, that the Consent Agenda items 7.1 through 7.4 be approved and that items 7.5 through 7.20 be recommended for adoption or received and placed on the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.20 [19-0187](#)

Tax Abatement Ordinance for Special Service Area Number (SSA #) 16 tax levy.

**A motion was made by Member Carlson, seconded by Member Didech, that the Consent Agenda items 7.1 through 7.4 be approved and that items 7.5 through 7.20 be recommended for adoption or received and placed on the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

**REGULAR AGENDA**

**LAW & JUDICIAL**

7.21 [19-0207](#)

Joint resolution accepting the John D. and Catherine T. MacArthur Foundation Safety and Justice Challenge Implementation Grant, approving staff augmentation, and authorizing an emergency appropriation in the amount of \$700,000.



**Attachments:** [2018 MacArthur Safety and Justice Challenge Implementation Grant Mem](#)  
[Lake County MacArthur Foundation SJC Award Agreement.pdf](#)

*Anthony Vega and William Kinville, Sheriff's Office, and Donna Jo Maki, County Administrator's Office, reported the Sheriff's Office will serve as the lead agency on the grant. The SJC selected 52 jurisdictions through a competitive process to receive multiple financial and technical support in their efforts to rethink justice systems and implement data-driven strategies to reduce jail populations. The grant includes a commitment from Lake County to reduce the jail population by 10 percent in two years and to report monthly and quarterly performance measure data based upon five key jail reduction strategies.*

**A motion was made by Member Pedersen, seconded by Member Wilke, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

**7.22 [19-0219](#)**

Joint resolution approving a bid exemption to enter into an agreement with Nicasa Behavioral Health Services, Round Lake, Illinois (Nicasa) for jail diversion culturally intensive case management services in amount not to exceed \$400,000 over a two-year period.

**Attachments:** [NICASA Purchasing Award Information.pdf](#)  
[Agreement Implementation for Nicasa 01-29-19 FINAL Signed by Nicasa](#)

*Anthony Vega and William Kinville, Sheriff's Office, and Donna Jo Maki presented a request to approve a bid exemption and enter into an agreement with Nicasa Behavioral Health Services for jail diversion culturally intensive case management services. Mr. Vega reported Lake County has a long-standing relationship with Nicasa. Nicasa is familiar with jail operations and has provided educational courses to inmates prior to reentry into society. Nicasa will provide staff to work with jail high utilizers to conduct best practice needs assessments and culturally intensive case management referrals.*

**A motion was made by Member Didech, seconded by Member Wasik, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

**HEALTH & COMMUNITY SERVICES**

**7.23 [19-0163](#)**

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Dislocated Training Grant and approving an emergency appropriation in the amount of \$320,170.

**Attachments:** [WDD Dislocated Worker Training Grant 2019.pdf](#)

*Jennifer Serino, Workforce Development, presented a request to accept the DCEO dislocated training grant and approve an emergency appropriation. The grant will be used to support personnel costs, expenses related to tuition, fees, books, and participant wages for 28 individuals enrolled in an occupational and work-based learning training program.*

**A motion was made by Member Carlson, seconded by Member Didech, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

#### **PUBLIC WORKS, PLANNING & TRANSPORTATION**

##### **7.24 [18-1516](#)**

Joint resolution authorizing the dissolution of the Seavey Drainage District ("District") according to the Illinois General Assembly (ILGA) Public Act 100-0874.

**Attachments:** [ILGA PA 100-0874](#)

*Assistant County Administrator Paul Fetherston presented a request to dissolve the Seavey Drainage District. He reported the District has not levied taxes or expended funds in more than 10 years and is essentially serving as a paper district. There are no outstanding District debts. The bill to dissolve the District was approved by both Illinois houses and was approved by the Governor on August 14, 2018. The District may be dissolved by the county no later than December 31, 2019.*

**A motion was made by Member Carlson, seconded by Member Wasik, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

##### **7.25 [19-0210](#)**

Joint resolution authorizing an agreement with the Village of Gurnee (Village) for intersection improvements of Hunt Club Road, at Illinois Route 132, and designated as Section 14-00095-17-CH.

**Attachments:** [19-0210 Hunt Club Road at Illinois Route 132 Village of Gurnee Agreeeme](#)

**A motion was made by Member Carlson, seconded by Member Vealitzek, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.26 [19-0211](#)

Joint resolution appropriating \$5,236,000 of ¼% Sales Tax for Transportation funds and \$225,000 of Motor Fuel Tax funds for the intersection improvements of Hunt Club Road, at Illinois Route 132, which will be improved under the Illinois Highway Code for a total of 0.95 miles, and designated as Section 14-00095-17-CH.

**A motion was made by Member Carlson, seconded by Member Vealitzek, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.27 [19-0212](#)

Joint resolution authorizing an agreement with BLA Incorporated, Itasca, Illinois, for Phase III construction engineering services for improvements at the intersection of Hunt Club Road, at Illinois Route 132, at a maximum cost of \$465,512.10, appropriating \$560,000 of ¼% Sales Tax for Transportation funds, and designated as Section 14-00095-17-CH.

**Attachments:** [19-0212 Hunt Club Road at Illinois 132 Consultant Agreement Draft](#)

**A motion was made by Member Carlson, seconded by Member Pedersen, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.28 [19-0213](#)

Joint resolution authorizing two agreements with Pace Suburban Bus Division of the Regional Transportation Authority (RTA) providing terms and conditions for the year of 2019, by which Pace will coordinate operations of, and partially fund, the Ride Lake County West and the Ride Lake County Central Coordinated Transportation Services for the expansion of paratransit services to meet the needs of the mobility challenged constituent populations in the Townships of Antioch, Avon, Fremont, Grant, Lake Villa, Libertyville, Shields and Wauconda, also the Villages of Libertyville and Mundelein, and designated as Sections 19-00280-07-ES, 18-00280-06-ES and 16-00280-04-ES.

**Attachments:** [19-0213 Pace Lake County Subsidy Agreement 2019 Draft](#)

[19-0213 Pace Lake County Agreement 2019 Draft](#)

*Member Wilke recused himself from items 7.28 and 7.29, noting a conflict of interest, and left the room. Division of Transportation Director Shane Schneider reported this is an annual contract with Pace that will coordinate the operations of, and partially fund, the Ride Lake County West and the Ride Lake County Central Coordinated Transportation Services for paratransit services.*

**A motion was made by Member Wasik, seconded by Member Pedersen, that this resolution be recommended for adoption to the County Board agenda. Motion**

carried by voice vote.

**Aye:** 6 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen and Member Wasik

**Recuse:** 1 - Member Wilke

**7.29 [19-0214](#)**

Joint resolution authorizing separate agreements with the Townships of Antioch, Avon, Fremont, Grant, Lake Villa and Wauconda providing the terms and conditions for the receipt of Township funds for the Ride Lake County West and Ride Lake County Central services, and designated as Sections 19-00280-07-ES, 18-00280-06-ES and 16-00280-04-ES.

**Attachments:** [19-0214 Antioch Township Paratransit Agreement 2019 Draft](#)  
[19-0214 Avon Township Paratransit Agreement 2019 Draft](#)  
[19-0214 Fremont Township Paratransit Agreement 2019 Draft](#)  
[19-0214 Grant Township Paratransit Agreement 2019 Draft](#)  
[19-0214 Lake Villa Township Paratransit Agreement 2019 Draft](#)  
[19-0214 Wauconda Township Paratransit Agreement 2019 Draft](#)

*(Member Wilke recused himself from this item and was not in the room.)*

**A motion was made by Member Didech, seconded by Member Carlson, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.**

**Aye:** 6 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen and Member Wasik

**Recuse:** 1 - Member Wilke

**FINANCIAL & ADMINISTRATIVE**

**7.30 [19-0199](#)**

Resolution authorizing a contract with Matrix Consulting Group, Edwardsville, Illinois, (Matrix Consulting) for consulting services to complete an Operations and Organizational Assessment for Lake County Department of Facilities and Construction Services (LCFCS) for a two-phase assessment in the amount \$61,900 for phase one and in the amount of \$33,000 for phase two with a total amount not to exceed of \$94,600.

**Attachments:** [18193 Award Recommendation](#)  
[18193 DRAFT Agreement](#)

*(Member Wilke returned to the room.)*

*Interim County Administrator McEwan reported that as part of the county's continual commitment to review and improve efficiencies, it annually selects at least one department to assess departmental operations and organization. The Facilities and Construction Services Department was selected this year to undergo the assessment.*

**A motion was made by Member Didech, seconded by Member Wilke, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

**7.31 [19-0231](#)**

Resolution authorizing an agreement with AECOM, Chicago, Illinois, (AECOM) for architecture and engineering services for a new training room and business office for the Lake County Sheriff's Office (LCSO) in an amount of \$229,415.

**Attachments:** [18089 AECOM Award Information](#)  
[18089.A Draft AECOM Agreement](#)

*RuthAnne Hall, Purchasing, and Jon Joy, Facilities and Construction, reported that this agreement is for design and engineering for a new training room and business office for the Sheriff's Office. Interim County Administrator Amy McEwan reported on a master plan to move certain police functions to Libertyville to allow officers to be closer to the customers they serve. Discussion ensued.*

**A motion was made by Member Didech, seconded by Member Wasik, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

**7.32 [19-0229](#)**

Resolution authorizing emergency appropriations for Fiscal Year (FY) 2019 in various funds for certain projects, items, and activities budgeted in the prior year and not completed.

**Attachments:** [Feb 19 Carryovers - Final.pdf](#)

*Finance and Administrative Services Director Patrice Sutton, and Ryan Horne, Finance and Administrative Services, presented a request to carry over projects that were reasonably begun or planned in Fiscal Year 2018 but were not completed in that Fiscal Year.*

**A motion was made by Member Wilke, seconded by Member Carlson, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

**7.33 [19-0188](#)**

Committee action authorizing the Division of Transportation to hire three budgeted Maintenance Supervisors above the pay grade midpoint.

*Human Resources Director Rodney Marion requested authorization to hire three*

*budgeted Maintenance Supervisors above the midpoint pay grade. Interim County Administrator Amy McEwan clarified that these positions are being shifted out of the collective bargaining group.*

**A motion was made by Member Didech, seconded by Member Wasik, that this committee action item be approved. Motion carried by voice vote.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

**7.34 [19-0181](#)**

Resolution amending the policy requiring vendors to submit a "Vendor Disclosure Statement" for procurements over \$30,000

**Attachments:** [Vendor Disclosure Policy \(red-lined\)](#)  
[Vendor Disclosure Policy \(clean\)](#)  
[VENDOR DISCLOSURE STATEMENT form](#)

*Finance and Administrative Services Director Patrice Sutton presented revisions to the "Vendor Disclosure Statement" based upon previous committee discussions. RuthAnne Hall, Purchasing, reported the statement will be included in all future bids that go out and departments will be trained on the new process. Interim County Administrator Amy McEwan clarified that a failure of a vendor to disclose information would not disqualify a vendor. Discussion ensued regarding donations made to elected officials by collective bargaining groups that work for selected vendors.*

**A motion was made by Member Didech, seconded by Member Wilke, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

**7.35 [19-0154](#)**

Committee action regarding Lake County Television (LCTV) coverage of Board Standing Committees.

**Attachments:** [Filming and Staff Resources.pdf](#)

*Interim Communications Manager Brooke Hooker presented proposed options for video recording committee meetings and the costs associated with the recordings. It was clarified that these costs will be offset by not recording other programs such as Dirty Jobs. Discussion ensued. The consensus is to video record (not broadcast live) all committee meetings, with one camera and one operator.*

**A motion was made by Member Didech, seconded by Member Wasik, that this committee action item be approved. Motion carried by voice vote.**

**Aye:** 6 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen and Member Wasik

Nay: 1 - Member Wilke

7.36 [19-0079](#)

Communications Performance Statistics Fiscal Year 2018 and Division Overview.

**Attachments:** [Communications Overview.pdf](#)  
[Fiscal Year 2018 Performance Snapshot](#)

*Interim Communications Manager Brooke Hooker and Alex Carr, Communications, provided a presentation regarding the various functions the Communications Department fulfills. Each full-time staff member possesses unique key strengths but each also has the ability and flexibility to shift responsibilities, when needed. Discussion ensued.*

**A discussion occurred regarding Communications statistics for Fiscal Year 2018.**

7.37 [19-0246](#)

Presentation on the Professional Services Selection Process.

**Attachments:** [Professional Services Contracts 2-7-19](#)

*Division of Transportation Director Shane Schneider and Public Works Director Rodney Worden provided a presentation regarding the legal requirements that must be met and how professional service contracts awarded. Discussion ensued regarding how Lake County selects its vendor pool and how new vendors can be added.*

**A presentation on the professional services selection process was provided.**

7.38 [19-0193](#)

Presentation regarding results and next steps related to Lake County Recruitment and Retention initiative.

**Attachments:** [Focus Group Report revised 101618\\_NH](#)  
[LC Executive Summary Final](#)  
[Lake County Employee Survey Final 111918](#)

*Neil Homan and Jenifer Dravillas, Lake Forest Graduate School of Management, and Human Resources Director Rodney Marion reviewed the results of Lake County's retention and recruitment efforts. The study focused on benefits, compensation, and career development. Opportunities to address key issues include improving compensation and flexibility, acknowledging employee work, supporting teamwork throughout the organization, articulating and promoting employee competencies, and tying development to promotions and recognition. Substantial discussion ensued.*

**A presentation regarding Lake County's recruitment and retention efforts was provided.**

**County Administrator's Report**

9.1 [19-0247](#)

Presentation of the Economic Indicator report.

**Attachments:** [Economic Indicator Report 1.30.19](#)

*This item was moved ahead of Executive Session.*

*Finance and Administrative Services Director Patrice Sutton presented the Economic Indicator report but noted that the report is incomplete due to the need to finalize the accounting for Fiscal Year 2018.*

8. **Executive Session**

*Executive Session was entered into at 10:47 a.m.*

**A motion was made by Member Carlson, seconded by Member Didech, to go into Executive Session. The motion carried unanimously.**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

8.1 [19-0055](#)

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

**A discussion regarding collective bargaining occurred in Executive Session.**

9. **County Administrator's Report (Cont.)**

*Interim County Administrator Amy McEwan reported on the upcoming Leaders Round Table and Legislative Breakfast meetings and the anticipated opening date of new proposals for strategic planning.*

10. **Members Remarks**

*Member Didech distributed a copy of an article from the NewsSun published in January regarding the release of Mundelein's Executive Session minutes. He advocated in favor of the county releasing Executive Session minutes that no longer need to be kept confidential.*

11. **Adjournment**

*The meeting was adjourned at 11:05 a.m.*

**This matter was adjourn**

**Aye:** 6 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen and Member Wasik

**Not Present:** 1 - Member Wilke

**Next Meeting: February 28, 2019**



*Meeting minutes prepared by Blanca Vela-Schneider.*

*Respectfully submitted,*

\_\_\_\_\_  
*Chair*

\_\_\_\_\_  
*Vice Chair*

\_\_\_\_\_  
*Financial and Administrative Committee*