

Lake County Illinois

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



Meeting Minutes - Final

Thursday, June 5, 2025

8:30 AM

Assembly Room, 10th Floor or register for remote attendance at:
<https://bit.ly/4jUtSdU>

Financial & Administrative Committee

1. Call to Order

Chair Frank called the meeting to order at 8:32 a.m.

2. Pledge of Allegiance

Chair Frank led the Pledge of Allegiance

3. Roll Call of Members

Present 7 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Vice Chair
Parekh, Member Pedersen and Member Vealitzek

**Electronic Attendance: Member Vealitzek*

Other Attendees

In Person:

*Sandy Hart, County Board Chair
Carissa Casbon, Board Member
Yvette Albarran, Purchasing
Carl Kirar, Facilities and Construction Services
Bryan Winter, Fuqua Winter
Darcy Adcock, Human Resources
Chris Blanding, Enterprise Information Technology
Winnie Webber, 19th Judicial Circuit Court
Jennifer Banek, Coroner
Steve Rice, State's Attorney's Office
Chloe Eimer, State's Attorney's Office
Patrice Sutton, County Administrator's Office
Karl Walldorf, 19th Judicial Circuit Court
Anthony Vega, County Clerk's Office
Cynthia Pruim Haran, County Clerk's Office
Shane Schneider, Division of Transportation
RuthAnne Hall, County Administrator's Office
Matt Meyers, County Administrator's Office*

Electronically:

*Jim Chamernik, Sheriff's Office
Steve Newton, Coroner's Office
Katie Ladis, Sheriff's Office
Dr. Michael Karner, Regional Office of Education
Austin McFarlane, Public Works
Dominic Strezo, Planning, Building and Development
Chris Hoff, Health Department
Jo Gravitter, State's Attorney's Office
Larry Mackey, Health Department*

Mary Crain, Division of Transportation
Jon Nelson, Division of Transportation
Michael Wheeler, Finance
Claudia Gilhooley, 19th Judicial Circuit Court
Michael Maslana, Enterprise Information Technology
Christine Sher, Stormwater Management
Steffanie Valencia, Human Resources
Abby Krakow, Communications
Kevin Carrier, Division of Transportation
Erika Osinski, Human Resources
Patrice Evans, Enterprise Information Technology
Errol Lagman, Finance
Kathleen Rhey, Enterprise Information Technology
Christopher Lopez, County Clerk's Office
Mike Jeschke, Finance
Mike Adam, Health Department
Brea Barnes, Finance
Terri Kath, Enterprise Information Technology
Krista Braun, Planning, Building and Development
Suzanne Baumruk, County Clerk's Office
Jesse Turcios, Human Resources
Tiffany Becker, Facilities and Construction Services
Jennifer Brennan, Communications
Michael Balsamo, Facilities and Construction Services
Jeremiah Varco, Facilities and Construction Services
Melanie Nelson, State's Attorney's Office
Kasia Kondracki, Treasurer's Office
Nick Principali, Finance
Adam Krueger, Finance
Greg Gajauskas, Enterprise Information Technology
Karl Fuchs, Facilities and Construction Services
Kurt Woolford, Stormwater Management
Ernesto Huaracha, Stormwater Management
Caitlin Everett, Human Resources
Irshad Khan, Facilities and Construction Services
Mick Zawislak, Daily Herald
Lawrence Oliver, Sheriff's Office
Don Dugan, Facilities and Construction Services

4. Addenda to the Agenda

There were no additions or amendments to the agenda.

5. Public Comment

There were no comments from the public.

6. Chair's Remarks

There were no remarks from the Chair.

7. Unfinished Business

There was no unfinished business to discuss.

8. New Business

CONSENT AGENDA (Items 8.1 - 8.14)

HEALTH & COMMUNITY SERVICES

8.1 [25-0779](#)

Joint resolution approving an emergency appropriation of \$2,000,000 for Fiscal Year 2025 accepting funding from the Illinois Department of Commerce and Economic Opportunity (DCEO) Urban Shelter Program.

Attachments: [Emergency Appropriation DCEO PADS Shelter](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Hewitt, 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: 6 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Member Pedersen and Member Vealitzek

Not Present: 1 - Vice Chair Parekh

8.2 [25-0717](#)

Joint resolution amending the Lake County Health Department Animal Care and Control Fees Schedule (as authorized in Lake County Code of Ordinances Chapter 178).

Attachments: [ACC Fees Schedule REVISIONS 2025 DRAFT 2 EHAC BOH APPR](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Hewitt, 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: 6 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Member Pedersen and Member Vealitzek

Not Present: 1 - Vice Chair Parekh

LAW & JUDICIAL

8.3 [25-0746](#)

Joint resolution authorizing a contract with Chicago Parts and Sound, LLC, of Tinley Park, Illinois, the incumbent vendor, in the estimated annual amount of \$607,876 for annual vehicle replacement accessories and upfitting for the Lake County Sheriff's Office.

Attachments: [Chicago Parts and Sound Bid Response.pdf](#)
[Chicago Parts and Sound Vendor Disclosure.pdf](#)
[Chicago Parts Sound Price List Groups.pdf](#)
[Chicago Parts Sound Price List.pdf](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Hewitt, 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: 6 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Member Pedersen and Member Vealitzek

Not Present: 1 - Vice Chair Parekh

8.4 [25-0738](#)

Joint resolution authorizing the acceptance and execution of a Justice Assistance Grant (JAG) Violent Crime Prosecution Grant which will assist the Lake County State's Attorney's Office with the prosecution of violent crimes within Lake County, including an emergency appropriation of \$156,631 in grant funds.

Attachments: [JAG VCU Grant-Budget Summary FINAL.pdf](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Hewitt, 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: 6 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Member Pedersen and Member Vealitzek

Not Present: 1 - Vice Chair Parekh

8.5 [25-0740](#)

Joint resolution authorizing the acceptance and execution of a Byrne State Crisis Intervention Program (SCIP) Local Firearm Restraining Order (FRO) Implementation Support Grant which will assist the Lake County State's Attorney's Office with FRO implementation in Lake County, including an emergency appropriation of \$823,523 in grant funds.

Attachments: [SCIP Grant-Budget Summary UPDATED](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Hewitt, 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: 6 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Member Pedersen and Member Vealitzek

Not Present: 1 - Vice Chair Parekh

8.6 [25-0735](#)

Joint resolution authorizing a contract with Conference Technologies, Inc of Itasca, Illinois, in the amount of \$49,915.42 and \$5,863.38 to furnish and install the audio/visual equipment in the Juvenile Depke Probation Training Room (3rd Floor, New Building).

Attachments: [CTI Quote Signed 5863.38.pdf](#)
[CTI Quote Signed 49915.42.pdf](#)
[LakeCounty.Depke.ProbationTrainRoom.TIPS.pdf](#)
[LakeCounty.Depke.ProbTrnRm.Equipment.TIPS.pdf](#)
[LakeCountyCourts.DepkeProbRm.VendorDisclosure.5.15.25.pdf](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Hewitt, 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: 6 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Member Pedersen and Member Vealitzek

Not Present: 1 - Vice Chair Parekh

8.7 [25-0739](#)

Joint resolution authorizing an agreement with AdGators.com, LLC, of Springfield, Illinois, for purchase of a self-service kiosk for the 19th Judicial Circuit Court of Lake County in the amount of \$45,396.

Attachments: [AdGators Electrical Signed Quote.pdf](#)
[Adgators Proposal_Signed.pdf](#)
[AdGators Sole Source Memo.pdf](#)
[Vendor Disclosure Statement Fillable Form Final.pdf](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Hewitt, 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: 6 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Member Pedersen and Member Vealitzek

Not Present: 1 - Vice Chair Parekh

Item 8.8 was moved from the Consent Agenda to the Regular Agenda.

8.9 [25-0780](#)

Joint resolution authorizing a contract with Motorola Solutions, Inc., of Schaumburg, Illinois, the incumbent vendor, in the amount of \$269,570 for a replacement Distributed Amplifier System (DAS) for the Starcom radio network's Waukegan campus.

Attachments: [Alive Telecom DAS Statement of Work - LCSO](#)
 [DAS BID Memo](#)
 [Vendor Disclosure Statement Fillable Form Final - DAS Proposal Lake Co](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Hewitt, 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: 6 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Member Pedersen and Member Vealitzek

Not Present: 1 - Vice Chair Parekh

PUBLIC WORKS & TRANSPORTATION

8.10 [25-0685](#)

Joint resolution authorizing execution of a contract with Boller Construction Company, Inc., of Waukegan, Illinois, in the amount of \$746,300 for the Wildwood Water System Controls Improvements Project.

Attachments: [25-0685 Bid Documents](#)
 [25-0685 Bid Tab](#)
 [25-0685 Project Location Map](#)
 [25-0685 Vendor Disclosure Form](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Hewitt, 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: 6 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Member Pedersen and Member Vealitzek

Not Present: 1 - Vice Chair Parekh

8.11 [25-0704](#)

Joint resolution ratifying contracts with Wiss, Janney, Elstner Associates, Inc., Northbrook, Illinois, in the amount of \$130,785.71, and Joseph J. Henderson & Son, Inc., Gurnee, Illinois, in the amount of \$686,250 for an emergency procurement required for emergency repair work to one of the Lake County Division of Transportation's (LCDOT) facilities, and appropriating \$818,000 of Motor Fuel Tax Funds.

Attachments: [25-0704 Emergency Procurement Memo DOT Light Duty Shop Truss Rej](#)
 [25-0704 Vendor Disclosure, WJE, Light Duty](#)
 [25-0704 Vendor Disclosure, Henderson, Light Duty](#)

As part of a single motion for the entire Consent Agenda, a motion was made by

Member Hewitt, 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: 6 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Member Pedersen and Member Vealitzek

Not Present: 1 - Vice Chair Parekh

8.12 [25-0705](#)

Joint resolution authorizing an agreement with the Village of Mundelein (Village) for the jurisdictional transfer of Hawley Street from North Lake Street (United States Route 45) easterly to Illinois Route 176, from Lake County to the Village of Mundelein.

Attachments: [25-0705 Hawley Street \(US 45 to IL 176\) Jurisdictional Transfer Agreeeme](#)
[25-0705 Location Map, Hawley Street Jurisdictional Transfer](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Hewitt, 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: 6 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Member Pedersen and Member Vealitzek

Not Present: 1 - Vice Chair Parekh

8.13 [25-0706](#)

Joint resolution authorizing an agreement with the Village of Round Lake (Village) for non-motorized travel improvements along Wilson Road, from Nippersink Road to Prairie Trail, and appropriating \$100,000 of ¼% Sales Tax for Transportation funds.

Attachments: [25-0706 Wilson Road Path, Village of Round Lake Agreement](#)
[25-0706 Location Map, Wilson Road Path Extension](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Hewitt, 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: 6 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Member Pedersen and Member Vealitzek

Not Present: 1 - Vice Chair Parekh

8.14 [25-0707](#)

Joint resolution authorizing the disposal of excess property located at the northeast corner of Rollins Road at Illinois Route 83 in the Village of Round Lake Beach, Illinois, via a quitclaim deed to Front Royal DRD522, LLC.

Attachments: [25-0707 Purchase Agreement - Excess Property Disposal Rollins Rd at IL](#)
[25-0707 Excess Property Disposal Rollins Road at IL Rte 83 - Plat](#)
[25-0707 Location Map, Rollins Rd at IL 83](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Hewitt, 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: 6 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Member Pedersen and Member Vealitzek

Not Present: 1 - Vice Chair Parekh

REGULAR AGENDA

FINANCIAL & ADMINISTRATIVE

8.8 [25-0741](#)

Joint committee action approving Contract Modification Number Six with Journal Technologies, Inc., of Los Angeles, California for the purchase of eSupervision as part of the Integrated Case Management System for the 19th Judicial Circuit Court for professional services to include implementation, conversion, additional interfaces and hosting services in the amount of \$983,500 and annual software maintenance costs beginning in year two in the annual amount of \$283,337 with a three percent increase each year.

Attachments: [Updated 060625 - Contract 17209 DRAFT - JTI-LAKE Amendment #6 to A](#)
[Lake County Probation - Statement of Work - 5-15-25-DRAFT-A.pdf](#)
[Vendor Disclosure Statement Fillable Form Final - Signed.pdf](#)

Karl Walldorf, Executive Director, 19th Judicial Circuit Court, and Winnie Webber, Director - Judicial Information Services, 19th Judicial Circuit Court, explained that this item is for the purchase of eSupervision as part of the Integrated Case Management System. Executive Director Walldorf noted that the annual subscription fee for the software will be taken from the Court Technology Special Revenue Fund. Discussion ensued.

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

Aye: 5 - Member Clark, Chair Frank, Member Maine, Member Pedersen and Member Vealitzek

Nay: 1 - Member Hewitt

Not Present: 1 - Vice Chair Parekh

County Clerk

8.15 [25-0498](#)

County Clerk's Annual Update.

Attachments: [County Clerk Presentation](#)

Anthony Vega, County Clerk, and Cynthia Pruim Haran, Chief Deputy, County Clerk's Office, presented an annual update for the County Clerk's Office. Discussion ensued.

Vice Chair Parekh entered the meeting at 9:05 a.m.

County Administration

8.16 [25-0803](#)

Resolution approving the Trustee-in-Dissolution plan for the dissolution of the Slocum Lake Drainage District.

Attachments: [05.15.25 Report of Trustee in Dissolution - DRAFT](#)
[05.16.25 Letter on Report of Trustee](#)

Steve Rice, Principal Assistant Attorney, State's Attorney's Office, and Bryan Winter, Trustee-in-Dissolution, provided an overview of the Trustee-in-Dissolution plan for the Slocum Lake Drainage District. Discussion ensued.

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

Aye: 7 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Item 8.8 was moved after item 8.16 for reconsideration.

8.8 [25-0741](#)

Joint committee action approving Contract Modification Number Six with Journal Technologies, Inc., of Los Angeles, California for the purchase of eSupervision as part of the Integrated Case Management System for the 19th Judicial Circuit Court for professional services to include implementation, conversion, additional interfaces and hosting services in the amount of \$983,500 and annual software maintenance costs beginning in year two in the annual amount of \$283,337 with a three percent increase each year.

Attachments: [Updated 060625 - Contract 17209 DRAFT - JTI-LAKE Amendment #6 to A Lake County Probation - Statement of Work - 5-15-25-DRAFT-A.pdf](#)
[Vendor Disclosure Statement Fillable Form Final - Signed.pdf](#)

Chair Frank explained that, since item 8.8 was a joint committee action item and would not typically progress to the full Board for approval, he would like to reconsider item 8.8. Yvette Albarran, Purchasing Manager, explained why the item was written as a joint committee action item.

A motion was made by Member Clark, seconded by Member Pedersen, that this resolution be reconsidered. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Nay: 1 - Member Hewitt

Chair Frank explained that he would like item 8.8 to go to the Board for approval. Discussion ensued.

A motion was made by Member Clark, seconded by Vice Chair Parekh, that this committee action item be amended to proceed to the full Board for approval. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Facilities and Construction Services

8.17 [25-0662](#)

Presentation and discussion related to a proposed multi-department facility in the Facilities Capital Improvement Plan.

Carl Kirar, Facilities and Construction Services Director, provided a presentation regarding a potential multi-department facility in Libertyville for use by both the Sheriff's Office and the Coroner's Office. Discussion ensued. The consensus of the majority of the Committee was for staff to proceed planning and design for a multi-department facility in Libertyville.

8.18 [25-0801](#)

Resolution authorizing a contract with Constellation NewEnergy Gas Division, LLC, Louisville, Kentucky, for electricity rate and management services in the annual estimated amount of \$2,133,087.97.

Attachments: [250529 Lake County Illinois - Electricity - Fixed Price Report with Capacity](#)
[Lake County Government WORD FPS SF 05282025 620877](#)
[Lake County vendor disclosure statement v6 FINAL \(002\)](#)

Carl Kirar, Facilities and Construction Services Director, and Yvette Albarran, Purchasing Manager, Finance Department, provided background and overview regarding a proposed contract for electricity rates and management services.

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

Aye: 6 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Vice Chair Parekh and Member Vealitzek

Not Present: 1 - Member Pedersen

8.19 [25-0793](#)

Director's Report - Facilities and Construction Services.

Attachments: [JOC FY25 2ndQuarterSummaryReport 05Jun25](#)
[FY25 Q2 JOC Report 05Jun25](#)

Carl Kirar, Facilities and Construction Services Director, provided a quick overview of the Job Order Contract report. Discussion ensued.

Human Resources

8.20 [25-0806](#)

Committee action authorizing the reclassification of Division of Transportation position 29046- Principal Engineer (grade 14) to Manager of Construction Services (grade 16).

Attachments: [DOT Reclassification Position 29046 Revised 5.19.25](#)
[DOT reclass 6.5.25 - HR](#)

Darcy Adcock, Human Resources Director, and Shane Schneider, Division of Transportation Director, explained the need to reclassify position 29046, Principal Engineer, to Manager of Construction Services.

A motion was made by Member Clark, seconded by Member Hewitt, that this committee action item be approved. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

8.21 [25-0810](#)

Committee action authorizing a new position, ERP Manager, to oversee and manage the implementation and ongoing support of the new Enterprise Resource Planning (ERP) system.

Attachments: [Memo - ERP Program Manager position-IT](#)
[EIT new position-HR](#)

Darcy Adcock, Human Resources Director, and Chris Blanding, Chief Information Officer, explained the need to add a new position, ERP (Enterprise Resource Planning) Manager, to the Enterprise Information Technology department. Discussion ensued.

A motion was made by Member Clark, seconded by Member Hewitt, that this committee action item be approved. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

8.22 [25-0807](#)

Committee action authorizing a staffing realignment in the Regional Office of Education to add a new position, Human Resources Specialist, move one State funded position to the County budget, Network Systems Engineer, and move two County funded positions to the State budget, Executive Assistant and Business Manager.

Attachments: [6.5.25 ROE](#)

Darcy Adcock, Human Resources Director, and Dr. Michael Karner, Regional

Superintendent of Schools, explained the need to realign staffing in the Regional Office of Education.

A motion was made by Vice Chair Parekh, seconded by Member Clark, that this committee action item be approved. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Not Present: 1 - Member Maine

Finance

8.23 [25-0075](#)

Director's Report - Finance.

There was no Finance Department Director's Report.

9. County Administrator's Report

Patrice Sutton, County Administrator, announced that the appointment of a new Chief Financial Officer will be added to the June 10th Lake County Board agenda for consideration.

10. Executive Session

The Committee did not enter into Executive Session.

11. Member Remarks and Requests

There were no Member remarks or requests.

12. Adjournment

Chair Frank declared the meeting adjourned at 10:58 a.m.

Next Meeting: June 26, 2025

Meeting minutes prepared by Theresa Glatzhofer.