

Lake County Illinois

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



Agenda Report - Final

Thursday, February 25, 2021

8:30 AM

Meeting held by video conference. Register to virtually attend the meeting at <http://bit.ly/3prqwSP>

Watch the meeting at <http://lakecounty.tv/>, Comcast Ch 18 or 30, AT&T Uverse Ch 99, & 18 N County St, Waukegan (10th FL)

Financial & Administrative Committee

Pursuant to Section 7(e) of the Illinois Open Meetings Act, the Gubernatorial Disaster Proclamation, and the Written Determination of the Lake County Board Chair, this meeting will be held by audio and video conference.

PUBLIC ATTENDANCE: The public wishing to attend remotely / virtually may: (1) register at the link on the front page of this agenda to attend by audio or video conference or (2) attend remotely on the 10th Floor of the Administrative Tower, 18 N. County Street, Waukegan, Illinois (limited to the number of persons in keeping with social distancing requirements, currently 10 people).

PUBLIC VIEWING: This meeting will be live-streamed at <http://lakecounty.tv/> and on Comcast Channel 18 or 30 and AT&T Channel 99.

PUBLIC COMMENT: The public will be afforded time to comment on matters related to the business of the County Board. Individuals attending remotely / virtually 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 or delivered to the County Board Office 18 N. County Street, Waukegan, Illinois (10th floor)). Public Comment on items not on the agenda will be presented at the beginning of the meeting under "Public Comment." Comments on agenda items may be presented during consideration of that item. A total of 30 minutes will be permitted for Public Comment and no more than three minutes per Comment.

Public Comment will proceed in the following order: (1) Public Comment by individuals in attendance (on the 10th Floor and then those via the registration link) then (2) written comments in the order they are received. To view County Board Rules, click here: <https://bit.ly/3idRdrV> .

Individuals providing Public Comment will provide the following information:

- * Meeting: Financial and Administrative Committee
(Must be the Subject line for written Public Comment)
- * Name: (Required)
- * Street Address, City, State (Optional):
- * Phone Number (Optional):
- * Organization/Agency/etc. Represented (If representing yourself, put "Self"):
- * Topic or Agenda Item # (if applicable) - followed by the written Comment

0.0 [21-0069](#)

Chair's determination of need to meet by audio or video conference.

Attachments: [Determination - Chair Hart 12.30.20](#)

1. Call to Order
2. Pledge of Allegiance
3. Roll Call of Members
4. Addenda to the Agenda
5. Public Comment (Items Not on the Agenda)
6. Chair's Remarks
7. Unfinished Business
8. New Business

CONSENT AGENDA (Items 8.1 - 8.7)

APPROVAL OF MINUTES

8.1 [21-0317](#)

Minutes from January 28, 2021.

Attachments: [F&A 1.28.21 Minutes - Final.pdf](#)

PUBLIC WORKS, PLANNING & TRANSPORTATION

8.2 [21-0295](#)

Joint resolution authorizing a contract with Cardno, Inc., Monee, Illinois, in the amount of \$44,030.60 for ecological restoration management of wetland and upland buffer areas requiring native landscape maintenance.

- There was a public call for bids, and a total of four bids were received, ranging from \$44,030.60 to \$94,501.50, and the lowest responsible bidder is Cardno, Inc., in the amount of \$44,030.60.
- This project is included in the Transportation Improvement Program, and designated as Section 21-00000-14-GM.

Attachments: [21-0295 Bid Tab, 2021 Native Landscape Maintenance](#)

[21-0295 Vendor Disclosure, Cardno](#)

8.3 [21-0296](#)

Joint resolution authorizing an agreement with the State of Illinois/Illinois Department of Transportation (IDOT), for improvements at the intersection of Illinois Route 173 and Lake Avenue, and appropriating \$35,000 of ¼% Sales Tax for Transportation funds.

- The Illinois Department of Transportation (IDOT) will be improving the intersection of Illinois Route 173 and Lake Avenue.
- This improvement will widen the intersection to provide turn lanes and install a new

- traffic signal.
- IDOT has secured federal funds to pay up to 80 percent of the costs for the project.
 - The County's share of the project for its share of the new traffic signal is estimated to be \$26,051.
 - This project is included in the Transportation Improvement Program with construction expected to begin in 2021, and designated as Section 21-00148-03 -WR.

Attachments: [21-0296 IL Rte 173 at Lake Ave IDOT Agreement Draft](#)
[21-0296 Location Map - IL Route 173 at Lake Avenue](#)

8.4 [21-0290](#)

Joint resolution authorizing an agreement with Christopher B. Burke Engineering, Ltd., Rosemont, Illinois, for Phase III construction engineering services for improvements along Illinois Route 120, from Knight Avenue to Illinois Route 131, at a maximum cost of \$186,525.07, and appropriating \$225,000 of ¼% Sales Tax for Transportation funds.

- Lake County selects professional engineering firms in accordance with the Local Government Professional Services Selection Act, 50 ILCS 510/1 et. seq.
- The Lake County Division of Transportation Consultant Selection Process has been approved by the Federal Highway Administration and the Illinois Department of Transportation, and the firm selected for this project was selected in accordance with this approved process.
- The Lake County Division of Transportation received and evaluated Statements of Qualifications from 14 professional firms, of which three were short-listed and presented to a consultant selection committee.
- This project is included in the Transportation Improvement Program with construction planned to begin in 2021, and designated as Section 12-00999-31 -WR.

Attachments: [21-0290 Consultant Agreement, CBBEL](#)
[21-0290 Vendor Disclosure, CBBEL](#)
[21-0290 Location Map - IL Rte 120](#)

8.5 [21-0291](#)

Joint resolution appropriating a supplemental amount of \$50,000 of ¼% Sales Tax for Transportation funds for right-of-way costs associated with the widening and resurfacing of Illinois Route 120, from Knight Avenue to Illinois Route 131.

- The County Board, at its October 10, 2017 meeting, approved an agreement with the Illinois Department of Transportation (IDOT) and appropriated \$420,000 of ¼% Sales Tax for Transportation funds for the acquisition of right-of-way necessary to construct the improvements.
- IDOT agreed to the use of the State of Illinois' quick take authority for condemnation if negotiations reached an impasse with reimbursement by the

County for the associated right-of-way costs.

- All right-of-way and easements have been secured and certified by IDOT.
- A supplemental appropriation is required for continued reimbursement payments to IDOT.
- This project is included in the Transportation Improvement Program with construction in 2021, and designated as Section 12-00999-31-WR.

Attachments: [21-0291 Location Map - IL Rte 120](#)

FINANCIAL & ADMINISTRATIVE

County Clerk

8.6 [21-0176](#)

(Revised) Report from Robin M. O'Connor, County Clerk, for the month of December 2020.

Attachments: [LCC Report for December 2020 R.pdf](#)

8.7 [21-0309](#)

Report from Robin M. O'Connor, County Clerk, for the month of January 2021.

Attachments: [LCC Report for January 2021](#)

REGULAR AGENDA

PUBLIC WORKS, PLANNING & TRANSPORTATION

8.8 [21-0297](#)

Joint resolution appropriating \$1,600,000 of Motor Fuel Tax funds for ice control salt materials needed for the 2021-2022 winter season.

- The Lake County Division of Transportation (LCDOT) participated in the County's joint procurement process for the acquisition of ice control salt for the winter season of 2020-2021, with the option for a one-year extension.
- LCDOT's contract for salt, which was provided by Morton Salt, Chicago, Illinois, will be extended for the winter season of 2021-2022, and an appropriation of funds is required.
- This project is included in the Transportation Improvement Program, and designated as Section 22-00000-05-GM.

Attachments: [21-0297 Vendor Disclosure, Morton Salt](#)

8.9 [21-0293](#)

Joint resolution authorizing a contract with Triggs Construction, Inc., West Chicago, Illinois, in the amount of \$345,974.50 for patching of the concrete roadway Deerfield Parkway, which will be improved under the Illinois Highway Code for a total of 0.31 miles, and appropriating \$415,170 of Motor Fuel Tax funds.

- Deerfield Parkway was studied in 2019 and 2020 by a consultant to determine the appropriate rehabilitation treatment for the pavement.
- The pavement study recommended patching and crack routing to preserve the pavement life and surface quality.
- There was a public call for bids, and a total of eight bids were received, ranging from \$345,974.50 to \$739,704.55, and the lowest responsible bidder is Triggs Construction, Inc., in the amount of \$345,974.50.
- This project is included in the Transportation Improvement Program with construction in 2021, and designated as Section 19-00248-03-GM.

Attachments: [21-0293 Bid Tab, Deerfield Parkway Rehabilitation](#)
[21-0293 Vendor Disclosure, Triggs Construction](#)
[21-0293 Location Map - Deerfield Parkway](#)

8.10 [21-0294](#)

Joint resolution authorizing a contract with Peter Baker and Son Company, Lake Bluff, Illinois, in the amount of \$1,984,272.14 for the resurfacing of Washington Street, from Lake Street to Illinois Route 45, which will be improved under the Illinois Highway Code for a total of 1.87 miles, and appropriating \$2,385,000 of Motor Fuel Tax funds.

- There was a public call for bids, and a total of three bids were received, ranging from \$1,984,272.14 to \$2,312,364.58, and the lowest responsible bidder is Peter Baker and Son Company, in the amount of \$1,984,272.14.
- This resurfacing improvement has been identified within the County's pavement management system and is included in the Transportation Improvement Program, and designated as Section 19-00135-15-RS.

Attachments: [21-0294 Bid Tab, Washington Street Resurfacing](#)
[21-0294 Vendor Disclosure, Peter Baker & Sons](#)
[21-0294 Location Map - Washington St.](#)

8.11 [21-0292](#)

Joint resolution authorizing a contract with Campanella and Sons, Inc., Wadsworth, Illinois, in the amount of \$1,780,024.24 for the widening and resurfacing of Illinois Route 120, from Knight Avenue to Illinois Route 131, and appropriating \$2,140,000 of ¼% Sales Tax for Transportation funds.

- The improvements include widening Illinois Route 120 from four to five lanes with a center shared turn lane and will also include sidewalk and concrete bus shelter pads.
- There was a public call for bids, and a total of six bids were received, ranging from \$1,780,024.24 to \$2,293,612.33, and the lowest responsible bidder is Campanella and Sons, Inc., in the amount of \$1,780,024.24.
- This project is included in the Transportation Improvement Program with

construction in 2021, and designated as Section 12-00999-31-WR.

Attachments: [21-0292 Bid Tab, IL Route 120](#)
[21-0292 Vendor Disclosure, Campanella](#)
[21-0292 Location Map - IL Rte 120](#)

8.12 [21-0289](#)

Joint resolution authorizing separate agreements with the City of Park City and the City of Waukegan for the proposed widening and resurfacing of Illinois Route 120, from Knight Avenue to Illinois Route 131.

- The City of Park City desires the County to install sidewalk as part of the improvement. The City of Park City also owns watermain within the project limits that requires modification.
- The City of Park City will reimburse Lake County for the engineering and construction costs associated with this work, estimated to be \$30,941.
- The City of Waukegan desires the County to install sidewalk as part of the improvement. The City of Waukegan also owns street lighting that will require modification.
- The City of Waukegan will reimburse the County for the engineering and construction costs associated with this work, estimated to be \$61,952.
- Each agreement has been approved by the respective municipality and the project is included in the Transportation Improvement Program, and designated as Section 12-00999-31-WR.

Attachments: [21-0289 City of Park City Agreement](#)
[21-0289 City of Waukegan Agreement](#)
[21-0289 Location Map - IL Rte 120](#)

8.13 [21-0298](#)

Joint resolution authorizing emergency appropriations for Fiscal Year (FY) 2021 for the Lake County Division of Transportation (LCDOT) capital funds, for projects previously approved.

- This resolution authorizes emergency appropriations in the FY 2021 LCDOT capital funds budget for previously approved projects.
- These projects and revenue were not included in the FY 2021 budget.
- Without this action, these projects and revenue will not have the budget authority required.
- Due to the nature of transportation project work occurring over multiple years, this is a routine annual appropriation request to carry forward previously appropriated funds into the current fiscal year.

Attachments: [21-0298 DOT Capital Carryover](#)

FINANCIAL & ADMINISTRATIVE

County Clerk

8.14 [21-0329](#)

Presentation and discussion on proposed amendments to the 1987 County Ordinance outlining how the County Clerk's Office manages property acquired through the tax deed process.

- The County Clerk's Office has been working with the state's Attorney's Office on updating the procedures used in managing properties the County obtains through tax deeds.
- Staff will present the item's background and proposed amendments to the 1987 ordinance.
- Based on direction received from the Committee, the amended ordinance is planned to be presented for action at a subsequent Committee meeting.

Attachments: [Draft COLT Ordinance w factors--CLEAN.pdf](#)
[Colt Tax Deed Process Presentation](#)

Human Resources

8.15 [21-0337](#)

Discussion regarding extending the expiration date of Section 4.11, the Families First Coronavirus Response Act (FFCRA), in the Employee Policies and Procedures manual.

- In May 2020, the County adopted the FFCRA to comply with federal regulations.
- The FFCRA requires certain employers to provide employees with paid sick leave or expanded family and medical leave for specified reasons related to novel coronavirus (COVID-19).
- Due to the ongoing pandemic, Human Resources found a need to extend these benefits past the original expiration date of December 31, 2020.

Attachments: [4.11 Families First Coronavirus Response Act \(FFCRA\).pdf](#)

8.16 [21-0323](#)

Director's Report - Human Resources.

Enterprise Information Technology

8.17 [21-0325](#)

Director's Report - Enterprise Information Technology.

Facilities and Construction Services

8.18 [21-0322](#)

Director's Report - Facilities and Construction Services.

Finance and Administrative Services

8.19 [21-0324](#)

Director's Report - Finance and Administrative Services.

9. **County Administrator's Report**

10. **Executive Session**

10.1 [21-0378](#)

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

10.2 [21-0320](#)

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

10.3 [21-0321](#)

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

10.3A [21-0318](#)

Executive Session minutes from January 28, 2021.

11. **Members Remarks**

12. **Adjournment**

Next Meeting: March 4, 2021