

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, August 28, 2013

1:00 PM

Assembly Room

Financial and Administrative Committee

1. **Call to Order**

Chair Paxton called the meeting to order at 1:03 p.m.

Present 7 - Chair Paxton, Vice Chair Pat Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

Others present:

Yvette Albarran, Finance and Administrative Services, Purchasing

Barry Burton, County Administrator Office

Carol Calabresa, Lake County Board Member

Chris Creighton, Finance and Administrative Services

Michael Gavin, Finance and Administrative Services

Gary Gordon, Finance and Administrative Services

RuthAnne Hall, Finance and Administrative Services, Purchasing

Sandy Hart, Lake County Board Member

Willard Helander, County Clerk

Efren Heredia, Finance and Administrative Services, Purchasing

Diane Hewitt, Lake County Board Member

Aaron Lawlor, Lake County Board Chairman

Ashley Lucas, County Administrator Office

Rodney Marion, Human Resources

Amy McEwan, County Administrator Office

Jerry Nordstrom, Health Department

Anita Patel, Finance and Administrative Services

Linda Pedersen, Lake County Board Member

Brandy Schroff, Finance and Administrative Services, Purchasing

Patrice Sutton-Burger, Finance and Administrative Services

Robert Szarzynski, Human Resources

Kirk Talbott, Information Technology

Jennie Vana, County Administrator Office, Communications

Blanca Vela-Schneider, County Board Office

Ryan Waller, County Administrator Office

2. **Pledge of Allegiance**

Chair Paxton led the Pledge of Allegiance.

3. **Approval of Minutes**

3.1 **13-0961**

Minutes from July 31, 2013.

A motion was made by Member Mandel, seconded by Member Sauer, that the minutes be approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

3.2 **13-0962**

Minutes from August 7, 2013.

A motion was made by Member Mandel, seconded by Member Sauer, that the minutes be approved. Motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

3.3 13-0964

Executive session minutes from August 7, 2013.

A motion was made by Member Mandel, seconded by Member Sauer, that the executive session minutes be approved. Motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

4. Added to Agenda

There were no items added to the agenda.

5. Public Comment

Lake County Board Member Sandy Hart requested that the Committee formally consider a potential amendment to limit video gaming to certain unincorporated areas in light of public response. She indicated that she spoke with State's Attorney Dan Jasica and there is a possibility to make an amendment via the liquor ordinance. Chair Paxton suggested that this issue be discussed under the County Administrator's report.

6. Old Business

There was no old business to discuss.

7. New Business

LAW & JUDICIAL

7.1 13-0925

Joint resolution ratifying an emergency procurement with Fleet One LLC of Antioch, TN for the purchase of fuel in the estimated amount of \$35,000.

Amy McEwan, Deputy County Administrator, reported the Sheriff's Department has exceeded its annual budgeted amount of \$25,000 with Fleet One, a fueling alternative option to the Division of Transportation (DOT) fuel station. Costs are estimated to currently be at \$35,000 and the Sheriff's Department is seeking an emergency procurement to pay Fleet One and join the State's contract with Wex Bank of South Portland, ME for the remainder of the year as an alternative fueling option. RuthAnne Hall, Purchasing Manager, indicated that Wex Bank of South Portland, ME covers 90% of the fueling stations. She stated that an analysis was done weighing the cost of officers coming to the DOT fuel station versus fueling up in the field. While it is cheaper to put gas in the squads at the DOT, there are also additional costs in time and travel for a vehicle to go to the DOT for fueling. Barry Burton, County Administrator, noted that the costs have already been incurred with Fleet One and the County has an obligation to pay the debt. Carol Calabresa, Vice-Chair of the Law and Judicial Committee, indicated that there was concern expressed at her committee that the Sheriff went over budget and did not come to the meeting to explain why the Department exceeded its budget for fuel.

The consensus of the Committee is that the Sheriff's Department should come before the Board to explain why the Department exceed the budgeted amount for fuel.

This resolution was recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.2 13-0919

Joint resolution authorizing the renewal of the State's Attorney's Prosecutor-Based Victim Services grant program, awarded by the Illinois Criminal Justice Information Authority (ICJIA), including \$61,127 in federal funds.

Amy McEwan, Deputy Administrator, requested approval of a grant renewal for the Prosecutor Based Victim Services program, a victim assistance grant administered through the Illinois Criminal Justice Information Authority for the performance period of October 1, 2013 through September 30, 2014.

This resolution was recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.3 13-0920

Joint resolution authorizing the renewal of the State's Attorney's Multi-Jurisdictional Drug Prosecution grant program, awarded by the Illinois Criminal Justice Information Authority, including \$163,886 in federal funds.

This resolution was recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.4 13-0923

Joint resolution authorizing the application award and execution of the renewal of interagency agreement #213059 with the Illinois Criminal Justice Information Authority (ICJIA) to provide federal funding of \$35,605 for the Children's Advocacy Center Victim Advocate Grant for an additional twelve months.

This resolution was recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.5 13-0924

Joint resolution authorizing the application and execution of the renewal of interagency agreement #213315 with the Illinois Criminal Justice Information Authority (ICJIA) to provide federal funding of \$54,376 for the Children's Advocacy Center Victim Advocate Grant for an additional twelve months.

This resolution was recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

PUBLIC WORKS & TRANSPORTATION

7.6 13-0932

Joint resolution authorizing a contract with Tecorp, Inc. in the amount of \$32,400 for the Pekara Reservoir Painting Project.

A motion was made by Member Mandel, seconded by Member Sauer, that items 7.6 through 7.14 and 7.16 be recommended for adoption to the County Board and that item 7.15 be approved. Motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.7 13-0931

Joint resolution authorizing a contract with Synagro Central, LLC of Baltimore, MD, in the amount of \$388,981 for Lagoon #1 Bio-Solids Removal Project.

A motion was made by Member Mandel, seconded by Member Sauer, that items 7.6 through 7.14 and 7.16 be recommended for adoption to the County Board and that item 7.15 be approved. Motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.8 13-0933

Joint resolution authorizing a professional services agreement with Applied Technologies, Inc. in the amount of \$1,541,900 for engineering services for the Des Plaines River Water Reclamation Facility (WRF) Phase 2B and Phase 3 Project.

A motion was made by Member Mandel, seconded by Member Sauer, that items 7.6 through 7.14 and 7.16 be recommended for adoption to the County Board and that item 7.15 be approved. Motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.9 13-0954

Ordinance deleting certain properties from proposed Special Service Area (SSA) #16.

Ryan Waller, Assistant County Administrator, noted there are actually five parcels that are being requested to be deleted. He stated that this item was amended at the Public Work and Transportation Committee.

A motion was made by Member Mandel, seconded by Member Sauer, that items 7.6 through 7.14 and 7.16 be recommended for adoption to the County Board and that item 7.15 be approved. Motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.10 13-0948

Joint resolution authorizing a contract in the amount of \$1,148,807.80 to Meade Electric Company, McCook, Illinois for traffic signal maintenance for the period from December 1,

2013, to November 30, 2014, and designated as Section 14-00000-01-GM.

A motion was made by Member Mandel, seconded by Member Sauer, that items 7.6 through 7.14 and 7.16 be recommended for adoption to the County Board and that item 7.15 be approved. Motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.11 13-0944

Joint resolution authorizing a contract to National Roofing Corporation, Forest Park, Illinois, in the amount of \$61,300 for the removal and replacement of approximately 3,760 square feet of roofing on the Administration Building at the Division of Transportation in Libertyville, Illinois, and designated as Section 13-00214-24-MS.

A motion was made by Member Mandel, seconded by Member Sauer, that items 7.6 through 7.14 and 7.16 be recommended for adoption to the County Board and that item 7.15 be approved. Motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.12 13-0947

Joint resolution authorizing a contract for the roadway improvement on Sunset Avenue, 450 feet east and west of the Union Pacific Railroad overpass, to Mat Construction Company, Inc., Chicago, Illinois, in the amount of \$204,122.87, and designated as Section 11-00169-07-LS.

A motion was made by Member Mandel, seconded by Member Sauer, that items 7.6 through 7.14 and 7.16 be recommended for adoption to the County Board and that item 7.15 be approved. Motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.13 13-0946

Joint resolution authorizing the execution of an agreement with the City of Waukegan and the Waukegan Park District to provide routine maintenance for the roadway improvement of Sunset Avenue, 450 feet east and west of the Union Pacific Railroad overpass, and designated as Section 11-00169-07-LS.

A motion was made by Member Mandel, seconded by Member Sauer, that items 7.6 through 7.14 and 7.16 be recommended for adoption to the County Board and that item 7.15 be approved. Motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.14 13-0951

Joint resolution appropriating \$60,000 of ¼% Sales Tax for Transportation and Public Safety funds to provide for crack sealing of asphalt and concrete pavement, where necessary, on various County highways, and replacing the earlier appropriation of \$60,000 of Motor Fuel Tax funds, and designated as Section 13-00000-04-GM.

Ryan Waller, Assistant County Administrator, reported that this item is a correction to

how the crack sealing project is to be funded. He stated that it has always been staff's intent to fund this project with sales tax monies.

A motion was made by Member Mandel, seconded by Member Sauer, that items 7.6 through 7.14 and 7.16 be recommended for adoption to the County Board and that item 7.15 be approved. Motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.15 13-0949

Committee action to approve a developer donation for Shepherd's Point Subdivision, in the City of Zion, in the amount of \$359,382.81 under the Lake County Highway Access Regulation Ordinance.

A motion was made by Member Mandel, seconded by Member Sauer, that items 7.6 through 7.14 and 7.16 be recommended for adoption to the County Board and that item 7.15 be approved. Motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.16 13-0938

Joint resolution authorizing an agreement for professional engineering services with Hey and Associates, Volo, Illinois, for additional Phase I preliminary engineering and Phase II design engineering services for the design of a proposed wetland mitigation bank at the Buffalo Creek Forest Preserve at a maximum cost of services described as \$170,500, appropriating a supplemental amount of \$165,000 of County Bridge Tax funds for these engineering services, and designated as Section 01-00000-00-ES.

A motion was made by Member Mandel, seconded by Member Sauer, that items 7.6 through 7.14 and 7.16 be recommended for adoption to the County Board and that item 7.15 be approved. Motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

FINANCIAL & ADMINISTRATIVE

7.17 13-0927

Resolution authorizing the execution of a one year lease extension for 4,140 square feet of office space for the Regional Office of Education for a total annual cost of \$89,581.26.

RuthAnne Hall, Purchasing, presented a one year lease agreement with the Regional Office of Education and College of Lake County (CLC) at the Grayslake Campus. She stated there is a two percent increase in the rental agreement from last year.

This resolution was recommended for adoption to the County agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.18 13-0953

Resolution authorizing one year contracts, plus renewals, with Blue Cross Blue Shield of

Illinois, Oak Brook, IL, for administrative fees for the health insurance plan and Express Scripts, St. Louis, MO, for administrative fees for the prescription program for the plan year 2014 (January 1 through December 31) in the amount of \$6,062,000.

RuthAnne Hall, Purchasing, presented a request for approval of a one year contract for Fiscal Year 2014, with renewal options, for Blue Cross Blue Shield (BCBS) and Express Scripts. Mr. Rodney Marion, Human Resources, reported that BCBS was the most favorable bid received and noted that the fixed cost will increase by 5%. Employee premium costs are under review and will be brought forth to the Committee for consideration at a future date. Chair Paxton inquired whether employees are happy with BCBS. Mr. Marion reported that there haven't been many complaints regarding BCBS. Upon inquiry from Member Rummel, Mr. Marion indicated that trends on claims are reviewed but no frivolous activity has been identified and added that employees are utilizing plans as the County intended. Member Carey asked about the health savings account (HSA). Mr. Marion reported that 137 employees have an HSA which saves the County money but noted there appears to be some apprehension from employees regarding the HSA. Chair Paxton requested that the Committee be apprised of new health regulations that come forward due to the Health Care Act and that an email be sent to inform the Finance Committee when employee premiums will be discussed.

This resolution was recommended for adoption to the regular agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

Amend the agenda

Member Carlson moved, seconded by Member Sauer, to amend the agenda to move items.

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

9. County Administrator's Report

Chair Paxton inquired whether the Committee would like to revisit the issue of video gaming. Members Taylor, Carey, and Rummel indicated they would be amenable to reconsidering the issue of limiting video gaming to specific geographic locations. Chair Paxton indicated that he did not feel video gaming should be revisited, noting there was substantial debate when this issue was previously considered. Member Carlson agreed with Chair Paxton. Lake County Board Member Linda Pedersen stated the time to discuss the issue of video and gaming was back in August when the issue was up for debate. Member Rummel inquired whether there would be a grandfather clause for businesses who've already submitted an application to the state for a video gaming license. Lake County Board Member Diane Hewitt expressed concern that if the Committee reconsidered this issue, it may damage the integrity of the County Board. Lake County Board Chairman Aaron Lawlor noted that it is a County Board member's right to ask for reconsideration of an issue. However, he did not feel that the Committee should reconsider this issue as it would damage the credibility of the County Board. Lake County Board Member Sandy Hart explained concern from constituents was received

after the County Board adopted video gaming regulations. She indicated that she is coming on constituents' behalf and is asking for a formal conversation on this issue. After some additional discussion regarding this matter, Chair Paxton asked the Committee to provide direction to staff as to whether this issue should be further investigated and be brought back to the Committee for formal discussion. Members Sauer and Mandel recommended the issue be reconsidered. Members Taylor, Carey, Carlson, Rummel, Taylor and Chair Paxton recommended the issue not be reconsidered. There will be no reconsideration on this issue.

8. Executive Session

Executive Session was entered into at 2:12 p.m.

A motion was made by Member Sauer, seconded by Member Mandel, to go into executive session. The motion carried unanimously.

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

8.1 13-0966

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

This matter was discussed.

Adjourn Executive Session

Executive Session was adjourned at 2:24 p.m.

A motion was made by Member Rummel, seconded by Member Carlson, to come out of executive session. The motion carried unanimously.

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

8.2 13-0952

Committee Action authorizing Personnel Salary Reclassification.

This committee action item was approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

Executive Session

Executive Session was entered into at 2:25 p.m.

A motion was made by Member Rummel, seconded by Member Sauer, to go into executive session. The motion carried unanimously.

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

8.3 13-0975

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

This matter was discussed.

Adjourn Executive Session

Executive Session was adjourned at 2:28 p.m.

A motion was made by Member Sauer, seconded by Member Rummel, to come out of executive session. The motion carried unanimously.

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

8.4 13-0963

Committee action regarding the semi-annual review of closed session minutes.

This committee action item was approved The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

9. County Administrator's Report

Patrice Sutton-Burger presented the economic indicator report. She noted that the average price of gasoline was budgeted at \$3.11 per gallon but fluctuation has ranged from \$3.50 in May 2013 to \$3.25 in June 2013. She stated that the unemployment rate is not available at this time. Ms. Sutton-Burger noted that the County anticipates revenue will be down 13% by the end of the year.

Barry Burton, County Administrator, stated that October 15 and October 16 are budget hearings. He stated that while there are more new program requests, approvals will be few and far between. He stated that the County's budget will mainly consist of a maintenance budget. Member Mandel stressed the importance of shared services and efficiency at the County. Mr. Burton stated that the Administrator's recommendation will be provided at the October 4, 2013 Committee of the Whole (COW) meeting.

10. Adjournment

The meeting was adjourned at 2:37 p.m.

Minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

Chairman

Vice-Chairman

Financial and Administrative Committee