

# Lake County Illinois

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



## Meeting Minutes - Final

Thursday, June 9, 2022

8:30 AM

Assembly Room, 10th FL, or register to virtually attend at  
<https://bit.ly/3LXNT1k>

**Financial & Administrative Committee**

**PUBLIC ATTENDANCE:** The public can attend Lake County Committee and Board meetings (two options):

(1) In-person attendance is on the 10th Floor of the County Administrative Tower (9th Floor, if necessary), 18 N. County Street, Waukegan, Illinois.

(2) Remote / virtual attendance through registration at:  
<https://bit.ly/3LXNT1k>

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

**PUBLIC COMMENT:** The public will be afforded time to comment on matters related to the business of the County Board. A total of 30 minutes will be permitted for Public Comment and no more than three minutes per comment. In general, Public Comment on items not on the agenda will be presented near the beginning of the meeting. Public Comment on agenda items may be presented during consideration of that item. Individuals attending in-person or remotely may present their Public Comment during the meeting. Individuals not in attendance may provide written Public Comment that must be received - by 3:00 p.m. the day prior to the meeting (emailed to [PublicComment@Lakecountyil.gov](mailto:PublicComment@Lakecountyil.gov) or delivered to the County Board Office 18 N. County Street, Waukegan, Illinois (10th floor)).

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

Individuals providing Public Comment will provide the following information:

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

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

**1. Call to Order**

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

**2. Pledge of Allegiance**

*Chair Frank led the Pledge of Allegiance.*

**3. Roll Call of Members**

**Present** 6 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson and Vice Chair Vealitzek

**Absent** 1 - Member Wilke

*\* Electronic Attendance: All Members were in-person*

*Other present:*

*Chair Frank, Board Member*

*Kevin Quinn, Communications*

*Theresa Glatzhofer, County Board Office*

*Matt Meyers, County Administrator's Office*

*Carissa Casbon, Board Member*

*Janna Philipp, County Administrator's Office*

*Angelo Kyle, Board Member*

*James Hawkins, County Administrator's Office*

*Dan Forbes, Speer Financial*

*RuthAnne Hall, Purchasing*

*Carl Kirar, Facilities and Construction*

*Mark Pfister, Health Department*

*Heidie Hernandez, Enterprise Information Technology*

*Mary Crain, Division of Transportation*

*Brenda O'Connell, Planning, Building and Development*

*Lawrence Oliver, Sheriff's Office*

*Joel Sensenig, Public Works*

*Al Giertych, Division of Transportation*

*Susan August, Purchasing*

*Jolanda Dinkins, County Board Office*

*Errol Lagman, Finance*

*Jennifer Serino, Workforce Development*

*Jim Chamernik, Sheriff's Office*

*Gary Gibson, County Administrator's Office*

*Terri Kath, Enterprise Information Technology*

*Frank D'Andrea, Finance*

*Michael Wheeler, Finance*

*Shane Schneider, Division of Transportation*

*Alex Carr, Communications*

*Karen Brush, County Clerk's Office*  
*Erin Cartwright Weinstein, Circuit Clerk*  
*Penni Raphaelson, Planning, Building and Development*  
*Mary Ross Cunningham, County Board Vice Chair*  
*Jennifer White, Division of Transportation*  
*Teri White, State's Attorney's Office*  
*Jeremiah Varco, Facilities and Construction*  
*Ruby Acosta, Finance*  
*ShaTin Gibbs, Finance*  
*Holly Kim, Treasurer*  
*Karen Fox, State's Attorney's Office*  
*Dominic Strezo, Planning, Building and Development*  
*Ann Maine, Board Member*  
*Erika Osinski, Human Resources*  
*Kurt Woolford, Stormwater Management*  
*Bob Glueckert, Supervisor of Assessments*  
*Claudia Gilhooley, 19th Judicial Circuit Court*

**4. Addenda to the Agenda**

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

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

*There were no public comment.*

**6. Chair's Remarks**

**7. Unfinished Business**

*There was no unfinished business.*

**8. New Business**

**CONSENT AGENDA (Items 8.1 - 8.5)**

**\*REPORTS\***

**8.1 [22-0858](#)**

Finance Monthly Report - April 2022.

**Attachments:** [Monthly Financial Report April 2022](#)

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

**Aye:** 5 - Member Clark, Member Danforth, Chair Frank, Member Pedersen and Vice Chair Vealitzek

**Absent:** 1 - Member Wilke

**Not Present:** 1 - Member Simpson

**\*HEALTH & COMMUNITY SERVICES\***

**8.2** [22-0763](#)

Joint resolution to approve a Memorandum of Understanding between Lake County Workforce Development Board, Lake County, and the One-Stop Operator Consortium in the amount of \$46,455.25.

**Attachments:** [220412 One Stop Operator Draft AGREEMENT .pdf](#)  
[MAY 2022 LCWDB Meeting Agenda \(1\).pdf](#)  
[\(Attachment B\) OSO RFP \(1\).pdf](#)  
[Vendor Disclosure.pdf](#)

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

**Aye:** 5 - Member Clark, Member Danforth, Chair Frank, Member Pedersen and Vice Chair Vealitzek

**Absent:** 1 - Member Wilke

**Not Present:** 1 - Member Simpson

**8.3** [22-0830](#)

Joint resolution approving the modifications to the Workforce Development Workforce Innovation and Opportunity Act (WIOA) Four-Year Regional and Local Plans and the Memorandum of Understanding (MOU) with the Job Center of Lake County, and authorizing execution of all necessary correspondence to submit these plans to the Illinois Department of Commerce and Economic Opportunity (DCEO).

**Attachments:** [Local and Regional Plan Modifications - Lake County Board](#)

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

**Aye:** 5 - Member Clark, Member Danforth, Chair Frank, Member Pedersen and Vice Chair Vealitzek

**Absent:** 1 - Member Wilke

**Not Present:** 1 - Member Simpson

**8.4** [22-0756](#)

Joint resolution accepting the Illinois Department of Human Services (IDHS) grant and authorizing an emergency appropriation in the amount of \$298,498 for the Sustainability grant.

**Attachments:** [BH 999 Sustainability](#)

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

**Aye:** 5 - Member Clark, Member Danforth, Chair Frank, Member Pedersen and Vice Chair Vealitzek

**Absent:** 1 - Member Wilke

**Not Present:** 1 - Member Simpson

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

**8.5 [22-0817](#)**

Joint Resolution authorizing execution of a contract with Chicagoland Trenchless Rehabilitation Inc. of Nilens, Illinois, in the amount of \$109,999 for the Park West Sewer Lining Project in Unincorporated Deerfield, Illinois.

**Attachments:** [22-0817 Park West Sewer Lining Bid Document PW2021.105](#)  
[22-0817 Park West Sewer Lining Bid Tab](#)  
[22-0817 Park West Location Map](#)  
[22-0817 Chicagoland Trenchless Vendor Disclosure](#)

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

**Aye:** 5 - Member Clark, Member Danforth, Chair Frank, Member Pedersen and Vice Chair Vealitzek

**Absent:** 1 - Member Wilke

**Not Present:** 1 - Member Simpson

**REGULAR AGENDA**

**\*LAW & JUDICIAL\***

**8.6 [22-0796](#)**

Joint resolution approving Contract Modification Number Three with MTG Management Consultants, LLC Seattle, Washington for professional consulting and project management services for the continued implementation of the Integrated Case Management System (ICMS), in the amount not to exceed \$270,979 and approving line item transfers and an emergency appropriation in various funds to fund the extension.

**Attachments:** [ICMS LIT](#)  
[MCP LakeCoIL CMS Vendor Disclosure 03-28-2022](#)  
[18052 Contract Modification No. 3 FINAL DRAFT 5-13-22](#)

*Todd Schroeder, Executive Director for the 19th Judicial Court, reported on the extension for project management for the implementation of the new Case Management System.*

*The new go live date is September/October 2022. Discussion ensued.*

*Member Simpson joined the meeting at 8:34 a.m.*

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

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson and Vice Chair Vealitzek

**Absent:** 1 - Member Wilke

**\*HEALTH & COMMUNITY SERVICES\***

**8.7 [22-0791](#)**

Joint resolution authorizing the Workforce Development Department to enter into Summer Youth Worksite Agreements with public, private, or nonprofit organizations to host youth onsite as part of the Lake County Summer Youth Work Experience Program.

**Attachments:** [WDD SYEP Worksite Agreement 2022](#)

[WDD SYEP Worksites 2022](#)

*Jennifer Serino, Workforce Development Director, reported on the worksites for the Summer Youth program. Discussion ensued.*

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

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson and Vice Chair Vealitzek

**Absent:** 1 - Member Wilke

**\*ENERGY & ENVIRONMENT\***

**8.8 [22-0834](#)**

Joint resolution accepting the electricity rates proposed by Standard Solar, Inc., Rockville, MD for solar installations at Lake County's Mill Creek Waste Water Treatment Facility, and on the Libertyville Campus near the Central Permit Facility.

**Attachments:** [Project Agreement 3- Lake County Public Works- Mill Creek WRF Land -6.](#)

[Project Agreement 8 - Lake County Facilities Libertyville Campus -6.2.22-e](#)

[Summary of Standard Solar Proposal 06.03.2022](#)

[Lake County PPA Pricing 060222 V4.0](#)

*Matt Meyers, Assistant County Administrator, reported on the solar rates for the three waste water facilities in Mill Creek, Libertyville and Des Plaines. The Des Plaines site is still being reviewed. Discussion ensued.*

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

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson and Vice Chair Vealitzek

**Absent:** 1 - Member Wilke

**\*FINANCIAL & ADMINISTRATIVE\***

**Facilities and Construction**

**8.9 [22-0814](#)**

Committee action approving Contract Modification Number Two with KONE, Inc., Lombard, Illinois for elevator maintenance and repairs for various Lake County facilities.

**Attachments:** [Kone Maintenance Invoice FY22](#)  
[Inspection Invoice](#)  
[VENDOR DISCLOSURE STATEMENT v012319](#)

*Carl Kirar, Facilities and Construction Director, reported on the modification of the elevator contract, removing Winchester House.*

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

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson and Vice Chair Vealitzek

**Absent:** 1 - Member Wilke

**8.10 [22-0816](#)**

Resolution authorizing execution of a contract with G.E. Riddiford Company, Inc., Arlington Heights, Illinois in the amount of \$697,600 for the Sheriff Community Based Corrections Center (CBCC) Roof Replacement.

**Attachments:** [Vendor Disclosure Statement](#)  
[Bid 22061 Final](#)  
[22061 Bid Tab](#)

*Carl Kirar, Facilities and Construction Director, reported on the contract to replace the roof on the Sheriff's Community Based Corrections Center. Discussion ensued.*

**A motion was made by Vice Chair Vealitzek, 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, Member Danforth, Chair Frank, Member Pedersen, Member Simpson and Vice Chair Vealitzek



**Absent:** 1 - Member Wilke

8.11 [22-0625](#)

Director's Report - Facilities and Construction Services.

*There was no Facilities and Construction Director's report.*

**Human Resources**

8.12 [22-0859](#)

Committee Action authorizing the County Administrator (or their designee) to enter into a settlement agreement to resolve the case of *Estate of Jacob E. Williams, et al. v. Lake County Illinois, et al.*, 21 L 234.

*Melanie Nelson, State's Attorney's Office, reported on the settlement for the Jacob E. Williams case against Lake County.*

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

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson and Vice Chair Vealitzek

**Absent:** 1 - Member Wilke

8.13 [22-0031](#)

Director's Report - Human Resources.

*There was no Human Resources Director's report.*

**Enterprise Information Technology**

8.14 [22-0030](#)

Director's Report - Enterprise Information Technology.

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

**Finance**

8.15 [22-0821](#)

An Ordinance authorizing the issuance by The County of Lake, Illinois, of General Obligation Bonds (Sales Tax Alternate Revenue Source) in an aggregate principal amount not to exceed \$31,000,000 for the purpose of constructing and equipping a consolidated 911 and emergency operations center, improving the site thereof, and financing other capital expenditures, in and for the County.

**Attachments:** [Series 2022 Authorizing Ordinance](#)

*Patrice Sutton, Chief Financial Officer, introduced Dan Forbes, President of Speer Financial. Mr. Forbes reported on the General Obligation Bonds and the timeline for the bond. Patrice Sutton, Chief Financial Officer, stated the bond will be paid through the county sales tax. Discussion ensued.*

*Items 8.15 and 8.16 were discussed together.*

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

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson and Vice Chair Vealitzek

**Absent:** 1 - Member Wilke

**8.16 [22-0822](#)**

Order calling a public hearing concerning the intent of the County Board of The County of Lake, Illinois, to sell \$31,000,000 General Obligation Bonds (Sales Tax Alternate Revenue Source).

**Attachments:** [BINA Order](#)  
[BINA Minutes](#)

*Patrice Sutton, Chief Financial Officer, introduced Dan Forbes, President of Speer Financial. Mr. Forbes reported on the General Obligation Bonds and the timeline for the bond. Patrice Sutton, Chief Financial Officer, stated the bond will be paid through the county sales tax. Discussion ensued.*

*Items 8.15 and 8.16 were discussed together.*

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

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson and Vice Chair Vealitzek

**Absent:** 1 - Member Wilke

**8.17 [22-0032](#)**

Director's Report - Finance.

*There was no Finance Director's report.*

**County Administration**

**8.18 [22-0815](#)**

Resolution approving a contract with Crowe LLP, Chicago, Illinois, for internal audit consulting services, in the amount not to exceed \$91,249.

**Attachments:** [22029 Final Agreement](#)  
[22029 Final RFP](#)  
[Vendor Disclosure Statement](#)  
[22029 Scoring Matrix after Interviews](#)

*Jim Hawkins, Deputy County Administrator, reported on the contract for a consultant to write the charter for the internal review function.*

**This matter was recommended for adoption to the regular agenda**

**8.19 [22-0861](#)**

Resolution authorizing emergency appropriations totaling \$7,241,915 of Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) as part of the American Rescue Plan Act (ARPA) to be distributed across ARPA categories in support of Lake County residents, communities, businesses, and County-wide operations and services related to COVID-19 Public Health Emergency recovery.

**Attachments:** [ARPA June 2022 LIT Table](#)

*Matt Meyers, Assistant County Administrator, reported on the emergency appropriation for the American Rescue Plan Act (ARPA) and provided an overview of the public engagement meetings. Patrice Sutton, Chief Financial Office, stated any unused funds can be reallocated by the County Administrator, then presented to the Board for approval. Discussion ensued.*

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

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson and Vice Chair Vealitzek

**Absent:** 1 - Member Wilke

**9. County Administrator's Report**

*Gary Gibson, County Administrator, introduced the three new interns in the State's Attorney's Office and announced the new Sustainability Coordinator.*

**10. Executive Session**

*There was no Executive Session.*

**11. Members' Remarks**

*There were no Member Remarks.*

**12. Adjournment**

*Chair Frank declared the meeting adjourned at 9:19 a.m.*

**Next Meeting: June 29, 2022**

*Meeting minutes prepared by Kristy Cechini*

*Respectfully submitted,*

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*Finance & Administrative Committee Chair*