

# Lake County Illinois

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



## **Meeting Minutes - Final**

**Wednesday, January 27, 2016**

**1:00 PM**

**Assembly Room, 10th Floor**

**Financial and Administrative Committee**

1. [16-0105](#)

*Chair Paxton called the meeting to order at 1:00 p.m.*

**Present** 5 - Chair Paxton, Member Carlson, Member Hewitt, Member Mandel and Member Rummel

**Absent** 2 - Vice Chair Taylor and Member Sauer

*Others present:*

*Yvette Albarran, Purchasing*

*Barry Burton, County Administrator*

*Anthony Cooling, Finance and Administrative Services*

*Laurel Diver, Lake County Forest Preserve*

*Heather Galan, Public Works*

*Ben Gilbertson, County Administrator's Office*

*Gary Gordon, Finance and Administrative Services*

*RuthAnne Hall, Purchasing*

*Sandra Hart, County Board Member*

*Karla Hasty, Human Resources*

*Adlil Issakoo, County Administrator's Office*

*Mary Kann, Lake County Forest Preserve*

*Chris Kopka, Human Resources*

*Aaron Lawlor, County Board Chairman*

*Donna Jo Maki, Executive Justice Council*

*Amy McEwan, Deputy County Administrator*

*Dan Mora, Lake County News Sun*

*Kimberly Neas, Human Resources*

*Jon Nelson, Division of Transportation*

*Audrey Nixon, County Board Member*

*Jerry Nordstrom, Health Department*

*Glenn Petko, Division of Transportation*

*Jennifer Serino, Workforce Development*

*Patrice Sutton, Finance and Administrative Services*

*Paula Trigg, Division of Transportation*

*Mark Ukena, Lake County News Sun*

*Jennie Vana, Communications*

*Blanca Vela-Schneider, County Board Office*

*Farrah Watson, Finance and Administrative Services*

*Dawn Wucki-Rossbach, Sheriff's Office*

2. **Pledge of Allegiance**

*Chair Paxton led the Pledge of Allegiance.*

3. **Approval of Minutes**

3.1 [16-0093](#)

Joint budget minutes from October 20, 2015.

**A motion was made by Member Carlson, seconded by Member Mandel, to approve**

**the minutes for items 3.1 through 3.2. Motion carried by voice vote.**

**Aye:** 5 - Chair Paxton, Member Carlson, Member Hewitt, Member Mandel and Member Rummel

**Absent:** 2 - Vice Chair Taylor and Member Sauer

**3.2 [16-0094](#)**

Joint budget minutes from October 21, 2015.

**A motion was made by Member Carlson, seconded by Member Mandel, to approve the minutes for items 3.1 through 3.2. Motion carried by voice vote.**

**Aye:** 5 - Chair Paxton, Member Carlson, Member Hewitt, Member Mandel and Member Rummel

**Absent:** 2 - Vice Chair Taylor and Member Sauer

**4. Added to Agenda**

*There were no items added to the agenda.*

**5. Public Comment**

*There were no comments from the public.*

**6. Old Business**

*There was no old business to conduct.*

**7. New Business**

**PUBLIC WORKS & TRANSPORTATION**

*Upon inquiry from Chair Paxton, County Administrator Barry Burton reported printing services in item 7.2 are currently being performed by Public Works. An analysis of the service indicated it would be more efficient to outsource this service. Adlil Issakoo noted the vendor's system is able to integrate with the County's utility billing software.*

**7.1 [16-0098](#)**

Joint resolution authorizing execution of a contract with Boller Construction Company, Inc. of Waukegan, Illinois, in the amount of \$1,220,500 for the Public Works Maintenance Facility addition and renovations project.

**A motion was made by Member Hewitt, seconded by Member Rummel, that that items 7.1 through 7.5 be recommended for adoption to the County Board Agenda and that item 7.6 be approved. The motion carried unanimously.**

**Aye:** 5 - Chair Paxton, Member Carlson, Member Hewitt, Member Mandel and Member Rummel

**Absent:** 2 - Vice Chair Taylor and Member Sauer

7.2 [16-0090](#)

Joint resolution authorizing a contract with Data Integrators of Fredericksburg, Virginia, for payment services for utility bills for the Lake County Public Works Department in the estimated annual amount of \$92,032.

**A motion was made by Member Hewitt, seconded by Member Rummel, that that items 7.1 through 7.5 be recommended for adoption to the County Board Agenda and that item 7.6 be approved. The motion carried unanimously.**

**Aye:** 5 - Chair Paxton, Member Carlson, Member Hewitt, Member Mandel and Member Rummel

**Absent:** 2 - Vice Chair Taylor and Member Sauer

7.3 [16-0109](#)

Joint resolution authorizing a contract with Utility Resource Group, LLC of Sterling Heights, Michigan, for underground utility locating services for Lake County Division of Transportation (LCDOT) in the estimated annual amount of \$171,744.

**A motion was made by Member Hewitt, seconded by Member Rummel, that that items 7.1 through 7.5 be recommended for adoption to the County Board Agenda and that item 7.6 be approved. The motion carried unanimously.**

**Aye:** 5 - Chair Paxton, Member Carlson, Member Hewitt, Member Mandel and Member Rummel

**Absent:** 2 - Vice Chair Taylor and Member Sauer

7.4 [16-0087](#)

Joint resolution appropriating \$600,000 of ¼% Sales Tax for Transportation funds for the purchase and installation of Intelligent Transportation System (ITS) Passage Field Elements for 2016, along various routes in Lake County, and designated as Section 16-00268-14-TL.

**A motion was made by Member Hewitt, seconded by Member Rummel, that that items 7.1 through 7.5 be recommended for adoption to the County Board Agenda and that item 7.6 be approved. The motion carried unanimously.**

**Aye:** 5 - Chair Paxton, Member Carlson, Member Hewitt, Member Mandel and Member Rummel

**Absent:** 2 - Vice Chair Taylor and Member Sauer

7.5 [16-0088](#)

Joint resolution appropriating \$1,500,000 of the ¼% Sales Tax for Transportation funds for the acquisition of necessary right-of-way, by agreement or condemnation, and other right-of-way costs associated with the proposed widening and reconstruction of Quentin Road, from White Pine Road to South of Illinois Route 22, and designated as Section 08-00090-12-CH.

**A motion was made by Member Hewitt, seconded by Member Rummel, that that items 7.1 through 7.5 be recommended for adoption to the County Board Agenda and that item 7.6 be approved. The motion carried unanimously.**

**Aye:** 5 - Chair Paxton, Member Carlson, Member Hewitt, Member Mandel and Member Rummel

**Absent:** 2 - Vice Chair Taylor and Member Sauer

**7.6 [16-0089](#)**

Joint committee action item approving change order number 19 consisting of an increase of \$83,066.40 for additions to the Delany Road reconstruction "North" contract, and designated as Section 00-00093-18-WR.

**A motion was made by Member Hewitt, seconded by Member Rummel, that that items 7.1 through 7.5 be recommended for adoption to the County Board Agenda and that item 7.6 be approved. The motion carried unanimously.**

**Aye:** 5 - Chair Paxton, Member Carlson, Member Hewitt, Member Mandel and Member Rummel

**Absent:** 2 - Vice Chair Taylor and Member Sauer

**FINANCIAL & ADMINISTRATIVE**

**7.7 [16-0100](#)**

Committee action authorizing reclassification of a position in the Workforce Development (WFD) department.

*Human Resources Director Rodney Marion, Karla Hasty of Human Resources, and Jennifer Serino of Workforce Development presented a request to reclassify a vacant administrative assistant position to an accountant position. The position has evolved to include more financial duties. It was noted this is a grant funded position which will be eliminated upon the expiration of the grant. Discussion ensued.*

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

**Aye:** 5 - Chair Paxton, Member Carlson, Member Hewitt, Member Mandel and Member Rummel

**Absent:** 2 - Vice Chair Taylor and Member Sauer

**7.8 [16-0104](#)**

Committee action authorizing reclassification of a position in the Division of Transportation (DOT) department.

*Human Resources Director Rodney Marion and Division of Transportation Director Paula Trigg brought forth a request to reclassify a vacant principal engineer tech position to a chief engineer tech position. The position has been posted since June 2015 with only two responses. Ms. Trigg noted the the desire to have someone who can coordinate projects that are more complex which is equivalent to a chief engineering tech position. The department has enough in the budget to absorb the additional cost associated with the reclassification of the position. Discussion ensued.*

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

**Aye:** 5 - Chair Paxton, Member Carlson, Member Hewitt, Member Mandel and Member Rummel

**Absent:** 2 - Vice Chair Taylor and Member Sauer

**7.9 [16-0105](#)**

Committee action authorizing reclassification of a position in the Division of Transportation (DOT).

*Human Resources Director Rodney Marion and Division of Transportation Director Paula Trigg presented a request to reclassify a principal engineer tech position to an engineer/senior engineer position once the position becomes vacant. There is a desire to have someone who is able to sign plan reviews. While the department is looking for an engineer, staff would like the flexibility to hire a senior engineer at a higher level, if needed. The department has enough in the budget to absorb the additional cost associated with the reclassification of the position. Discussion ensued.*

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

**Aye:** 5 - Chair Paxton, Member Carlson, Member Hewitt, Member Mandel and Member Rummel

**Absent:** 2 - Vice Chair Taylor and Member Sauer

**7.10 [16-0108](#)**

Presentation regarding the impact of the excise tax included in the Affordable Care Act.

*Human Resources Director Rodney Marion presented the initial impact analysis of the Affordable Care Act's excise tax on Lake County. The tax was scheduled to go into effect into 2018 but has been deferred to 2020. The County's benefits that could be affected by the excise tax include prescription drugs, medical insurance for employees and retirees, employee contributions on health flexible spending accounts, the employer health savings account contribution, employee pre-tax health savings account contributions, voluntary benefits paid by the employee through AFLAC, and an employee assistance program. County Administrator Barry Burton noted the rules regarding the excise tax are still unknown and the County has had to make assumptions. Without any modifications to the existing benefits, it is estimated that in 2020 the excise tax to Lake County could range from \$91,000 to \$2,281,400, a two to 10 percent increase.*

*Mr. Marion reviewed possible options for the County including absorbing the cost, shifting the cost through plan design, eliminating ancillary benefits, or ending health plan sponsorship by the County. Discussion ensued. It was noted that there needs to be a fair approach in handling the employees' health insurance benefits. County Administrator Barry Burton indicated updates will be provided once 2015's preliminary data is received and after final data is analyzed.*

**This item was presented.**

**8. Executive Session**

*There was no Executive Session.*

**9. County Administrator's Report**

*County Administrator Barry Burton reported some, but not all, funds have been released by the State. There could be a substantial lag in reimbursements for these other funds. Discussion ensued.*

*County Administrator Barry Burton noted Human Resources Director Rodney Marion was offered a position with another County. Mr. Burton has given Mr. Marion an increase of 10 percent to retain his services. The increase is within the County Administrator's Authority.*

**9.1 16-0111**

Discussion regarding the Chairman of the County Board's compensation.

**A motion was made by Member Rummel, seconded by Member Hewitt, to table the discussion of item 9.1 indefinitely.**

**Aye:** 5 - Chair Paxton, Member Carlson, Member Hewitt, Member Mandel and Member Rummel

**Absent:** 2 - Vice Chair Taylor and Member Sauer

**10. Adjournment**

*The meeting was adjourned at 2:07 p.m.*

**A motion was made by Member Rummel, seconded by Member Carlson, to adjourn the meeting. The motion carried unanimously.**

**Aye:** 5 - Chair Paxton, Member Carlson, Member Hewitt, Member Mandel and Member Rummel

**Absent:** 2 - Vice Chair Taylor and Member Sauer

*Meeting minutes prepared by Blanca Vela-Schneider.*

*Respectfully submitted,*

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*Chairman*

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*Vice-Chairman*

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*Financial and Administrative Committee*