

Lake County Illinois

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



Meeting Minutes - Final

Thursday, February 29, 2024

8:30 AM

Assembly Room, 10th Floor or register for remote attendance at:
<https://bit.ly/3uDBHAI>

Financial & Administrative Committee

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 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

** Electronic Attendance: Member Danforth and Vice Chair Vealitzek*

Member Parekh joined the meeting at 8:55 a.m.

Other Attendees:

In Person:

Sandy Hart, Board Chair

Carissa Casbon, Board Member

Bob Glueckert, Chief County Assessment Officer

John Idleburg, Sheriff

Chris Covelli, Sheriff's Office

Jacob Novak, Sheriff's Office

Jim Chamernik, Sheriff's Office

Kevin Quinn, Communications

Kristy Cechini, County Board Office

Matt Meyers, County Administrator's Office

Melissa Gallagher, Finance

Patrice Sutton, County Administrator's Office

Richard Clouse, Sheriff's Office

Tammy Chatman, Communications

Electronically:

Mary Ross Cunningham, County Board Vice Chair

Marah Altenberg, Board Member

Esiah Campos, Board Member

Ann Maine, Board Member

Holly Kim, Treasurer

Mark Pfister, Health Department

Abby Krakow, Communications

Adam Krueger, Finance

Alicia Timm, Communications

Anton Mathews, Public

Arnold Donato, Stormwater Management

Ashley Rack, Sheriff's Office

Austin McFarlane, Public Works

Bernard Malkov, Sheriff's Office

Brea Barnes, Finance
Brenda O'Connell, Planning, Building, and Development
Carl Kirar, Facilities and Construction Services
Chris Blanding, Enterprise Information Technology
Darcy Adcock, Human Resources
Dominic Strezo, Planning, Building, and Development
Eric Waggoner, Planning, Building, and Development
Errol Lagman, Finance
Glenn Westman, Stormwater Management
Heidie Hernandez, Enterprise Information Technology
JazMine' Evans, Finance
Jerial Jorden-Woods, Finance
Jo Gravitter, State's Attorney's Office
Jon Nelson, Division of Transportation
Karen Fox, State's Attorney's Office
Kasia Kondracki, Treasurer's Office
Kathleen Rhey, Enterprise Information Technology
Katie Ladis, Sheriff's Office
Keith Caldwell, GIS Team
Krista Kennedy, Finance
Kurt Woolford, Stormwater Management
Lawrence Oliver, Sheriff's Office
Mary Crain, Division of Transportation
Melanie Nelson, State's Attorney's Office
Micah Thornton, Circuit Clerk's Office
Michael Wheeler, Finance
Mick Zawislak, Daily Herald
Nick Kalfas, Sheriff's Office
Pamela Idleburg, Public
RuthAnne Hall, Purchasing
Sonia Hernandez, County Administrator's Office
ShaTin Gibbs, Finance
Stacy Davis-Wynn, Purchasing
Steve Winnecke, ETSB
Terri Kath, Enterprise Information Technology
Vernesha Lawrence, Finance
Yvette Albarran, Purchasing

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)

MINUTES

8.1 24-0241

Committee action approving the Financial and Administrative Committee minutes from February 8, 2024.

Attachments: [F&A 2.8.24 Final Minutes](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Kyle, that these minutes be approved. The motion carried by the following voice vote:

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

Not Present: 1 - Member Parekh

HEALTH & COMMUNITY SERVICES

8.2 24-0124

Joint resolution accepting the Illinois Department of Public Health grant and authorizing an emergency appropriation in the amount of \$37,423 for the HIV Prevention grant.

Attachments: [HIV Prevention EA](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Kyle, 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 Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

8.3 24-0125

Joint resolution accepting the Schreiber Foundation grant and authorizing an emergency appropriation in the amount of \$25,000 for the iGrow grant.

Attachments: [iGrow - Schreiber EA](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Kyle, 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 Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

LAW & JUDICIAL

8.4 [24-0227](#)

Joint resolution ratifying an emergency procurement authorized by the Lake County Sheriff's Office with Streicher's-Milwaukee of Plymouth, Minnesota for the replacement of sixty ballistic plates in the amount of \$38,430.

Attachments: [Streicher's Emergency Procurement Request Letter to Purchasing](#)
[Streicher's Vendor Disclosure Statement](#)
[LCSO 60 Hardwire Rifle Plates quote 01.24](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Kyle, 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 Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

8.5 [24-0229](#)

Joint resolution accepting the State Criminal Alien Assistance Program (SCAAP) grant from the U.S. Department of Justice, Office of Justice Programs (OJP) and authorizing an emergency appropriation in the amount of \$74,064.

Attachments: [15PBJA-23-RR-05682-SCAA Award Document](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Kyle, 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 Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

8.6 [24-0230](#)

Joint resolution authorizing a two-year contract with Insight Public Sector SLED, Chandler, Arizona for the purchase of 15 Flock Safety Cameras for the Lake County Sheriff's Office in the amount of \$90,000 out of the Sheriff's Asset Forfeiture Fund.

Attachments: [Insight Public Sector SLED 15 Flock Camera Quote](#)
[Insight Public Sector VENDOR DISCLOSURE STATEMENT](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Kyle, 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 Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

8.7 [24-0107](#)

Joint resolution authorizing the application acceptance and emergency appropriation of a Fiscal Year (FY) 2023 Edward Byrne Memorial Justice Assistance Grant (JAG) in the amount of \$4,500 for the purpose of enhancing the State's Attorney's Office's capacity to provide community outreach, awareness, and education through virtual and remote activities.

Attachments: [8.12 JAG Budget Appropriation](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Kyle, 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 Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

8.8 [24-0149](#)

Joint resolution authorizing the acceptance and execution of a Justice Assistance Grant Violent Crime Reduction in Illinois Communities (JAG VCRIC) grant awarded by the Illinois Criminal Justice Information Authority (ICJIA) to the Lake County State's Attorney's Office for a domestic violence intensive treatment and diversion program for victims and offenders, including an emergency appropriation of \$300,000 in federal funds, if awarded.

Attachments: [8.13 Emergency Appropriation](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Kyle, 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 Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

8.9 [24-0222](#)

Joint resolution authorizing the renewal of the State's Attorney's Office Prosecutor-Based Victim Assistance Program through a Victim of Crime Act (VOCA) grant awarded by the Illinois Criminal Justice Information Authority (ICJIA) to the Lake County State's Attorney's Office, including an emergency appropriation of \$200,000 in federal funds.

Attachments: [8.14 Emergency Appropriation](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Kyle, 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 Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

PUBLIC WORKS & TRANSPORTATION

8.10 [24-0216](#)

Joint resolution authorizing an agreement with Burns & McDonnell, Downers Grove, Illinois, for engineering services for wastewater reclamation facilities.

Attachments: [24-0216 Burns & McDonnell Scoring Matrix](#)
[24-0216 Burns&McDonnell Agreement Final](#)
[24-0216 Burns&McDonnell Vendor Disclosure](#)
[24-0216 WRF Assessments and Design](#)
[24-0216 2024.02.25 - CIP Programming-v2](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Kyle, 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 Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

8.11 [24-0217](#)

Joint resolution authorizing an agreement with Applied Technologies, Inc., Lake Villa, Illinois, for engineering services for water reclamation facilities.

Attachments: [24-0217 ATI Agreement Final](#)
[24-0217 ATI Scoring Matrix](#)
[24-0217 ATI Vendor Disclosure](#)
[24-0217 WRF Assessments and Design](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Kyle, 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 Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

8.12 [24-0220](#)

Joint resolution authorizing an agreement with Black & Veatch, Overland Park, Kansas, for engineering services for wastewater reclamation facilities.

Attachments: [24-0220 Black & Veatch Scoring Matrix](#)
[24-0220 Black & Veatch Vendor Disclosure](#)
[24-0220 WRF Assessments and Design](#)
[24-0220 Black & Veatch Agreement Final signed](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Kyle, 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 Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

8.13 [24-0218](#)

Joint resolution authorizing an agreement with Stanley Consultants, Inc., Chicago, Illinois, for General engineering services.

Attachments: [24-0218 Stanley Consultants Vendor Disclosure](#)
[24-0218 Stanley General and Applications Eng](#)
[24-0218 Stanley Consultants Agreement signed](#)
[24-0218 Stanley Scoring Matrix Summary for Board Approval](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Kyle, 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 Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

8.14 [24-0219](#)

Joint resolution authorizing an agreement with Donohue & Associates, Inc., Chicago, Illinois, for General and Applications engineering services.

Attachments: [24-0219 Donohue & Assoc. Agreement](#)
[24-0219 Donohue General and Applications Eng](#)
[24-0219 Donohue&Associates Vendor Disclosure](#)
[24-0219 Donohue Scoring Matrix Summary for Board Approval](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Kyle, 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 Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

REGULAR AGENDA

HEALTH & COMMUNITY SERVICES

8.15 [24-0193](#)

Joint resolution approving the Fourth Amendment to Program Year (PY) 2023 Department of Housing & Urban Development (HUD) Annual Action Plan (AAP).

Attachments: [PY23 AAP FOURTH AMENDMENT DRAFT](#)

Brenda O'Connell, Community Development Administrator, provided an update on the fourth amendment to the HUD Annual Action Plan. There are four amendments to the plan.

A motion was made by Member Clark, seconded by Member Pedersen, 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 Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

LAW & JUDICIAL

8.16 [24-0226](#)

Joint resolution authorizing a line-item transfer within the Sheriff's Department budget for the temporary housing of inmates in McHenry County in the amount of \$1,680,454.27.

Attachments: [FY2024 LCSO Line Item Transfer List March 2024 - LIT McHenry](#)

Jim Chamernik, Sheriff Idleburg, and Chief Clouse explained the transfer of funding needed within the Sheriff's Office FY2024 budget to provide the funding for the contract with McHenry County for the temporary housing of inmates. Discussion ensued.

Chief Clouse and Deputy Chief Covelli provided an overview of the recruitment process for the Sheriff's Office. Discussion ensued.

Member Parekh joined the meeting at 8:55 a.m.

A motion was made by Member Kyle, 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: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.17 [24-0205](#)

Joint resolution ratifying the purchase of Solacom 9-1-1 Guardian equipment and professional services from Comtech Solacom Technologies, Gatineau, Quebec, Canada, in an estimated total amount of \$1,328,530 to support the Regional Operations Communications (ROC) Facility.

Attachments: [Vendor Disclosure Form.pdf](#)

[Quote](#)

Steve Winnecke, Lake County ETSB Executive Director, provided an overview of this equipment and software for the expansion of the current 9-1-1 system for the Regional Operations and Communications (ROC) facility.

A motion was made by Member Kyle, seconded by Member 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, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

PUBLIC WORKS & TRANSPORTATION

8.18 [24-0215](#)

Joint resolution authorizing emergency appropriations for Fiscal Year (FY) 2024 for the Lake County Public Works Department in the amount of \$5,354,000 for certain projects and activities included in the approved Public Works Capital Improvement Plan.

Attachments: [24-0215 PW Emergency Appropriation PW Capital Projects](#)

Austin McFarlane, Public Works Director, introduced Micah Thornton, Finance Operations Manager, Public Works, who provided an overview of the funds to carryover for Fiscal Year 2024 Public Works Capital projects. The funds will be used for five Public Works projects. Discussion ensued.

A motion was made by Member Kyle, seconded by Member 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, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

PLANNING, BUILDING, ZONING & ENVIRONMENT

8.19 [24-0115](#)

Joint resolution authorizing an emergency appropriation in the amount of \$394,105.50 for the Lake County Forest Preserve District's Grainger Woods Hydrologic Restoration Project, to be funded by the Lake County Stormwater Management Commission's (SMC) Wetland Restoration Fund (WRF).

Attachments: [Memo_pbz and fa_EA WRF Grainger Woods](#)
[WRF_Grainger Project Location](#)
[WRF-Grainger Executed IGA for EA](#)

Glenn Westman, Principal Wetland Specialist, Stormwater Management, provided an overview of the restoration project for the Lake County Forest Preserve District's Grainger Woodst, which will increase the wetlands area.

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

CHIEF COUNTY ASSESSMENT OFFICE

8.20 [24-0265](#)

Chief County Assessment Office Annual Update.

Attachments: [CCAO Department Update](#)

Bob Glueckert, Chief County Assessment Officer, presented a Chief County Assessment Office's annual update, which included the department overview, as well as a recap of the last year and upcoming initiatives. Discussion ensued.

FINANCIAL & ADMINISTRATIVE

Finance

8.21 [24-0016](#)

Director's Report - Finance.

Attachments: [CFO Approved Line Item Transfers Close Out of FY2023](#)

Melissa Gallagher, Interim Chief Financial Officer, announced the County received the Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year 2022. Discussion ensued.

County Administration

8.22 [24-0256](#)

Resolution authorizing the Lake County Board Chair to execute a Community Project Funding grant agreement with the US Department of Housing and Urban Development and emergency appropriate \$4,000,000 for the North Chicago Environmental Remediation at Sheridan Crossing.

Attachments: [Grant Agreement B-23-CP-IL-0589 Sheridan Crossing_HART](#)
[Award Letter B-23-CP-IL-0589](#)
[HUD Grant - Sheridan Crossing - North Chicago Environmental Remediat](#)

Matt Meyers, Assistant County Administrator, and Dominic Strezo, Senior Grant Administrator, Planning, Building & Development, provided the history and overview of

the new grant for the North Chicago Environmental Remediation at Sheridan Crossing in North Chicago. Discussion ensued.

A motion was made by Member Kyle, 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: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

9. County Administrator's Report

There was no County Administrator's report.

10. Executive Session

The Committee did not enter into Executive Session.

11. Member Remarks and Requests

There were no remarks or requests by Members.

12. Adjournment

Chair Frank declared the meeting adjourned at 9:56 a.m

Next Meeting: March 7, 2024

Meeting minutes prepared by Kristy Cechini.

Minutes were approved on March 21, 2024 by the Financial and Administrative Committee.