

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, March 4, 2015

11:00 AM

Conference Room C, 10th Floor

Revenue, Records, and Legislation Committee

1. **Call to Order**

Chair Hewitt called the meeting to order at 11:00 a.m.

Present 5 - Chair Hewitt, Vice Chair Mathias, Member Nixon, Member Werfel and Member Wilke

Absent 2 - Member Durkin and Member Rummel

Others Present:

*Aaron Lawlor, County Board Chair
Barry Burton, County Administrator
Ryan Waller, County Administrator's office
Adam Lehmann, County Administrator's office
Carla Wyckoff, County Clerk
Claudia Rodriguez, County Clerk's office
Marty Paulson, Chief County Assessor
Patrice Sutton Burger, Finance and Administrative Services
Adlil Issakoo, Finance and Administrative Services
Teresa Bond, Finance and Administrative Services*

2. **Pledge of Allegiance**

Chair Lawlor led the group in the Pledge of Allegiance.

3. **Approval of Minutes**

3.1 **15-0241**

Minutes from February 4, 2015.

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

Aye: 5 - Chair Hewitt, Vice Chair Mathias, Member Nixon, Member Werfel and Member Wilke

Absent: 2 - Member Durkin and Member Rummel

4. **Added to Agenda**

There were no items added to the agenda.

5. **Public Comment**

There was no public comment.

6. **Old Business**

There was no old business to conduct.

7. **New Business**

CHIEF COUNTY ASSESSOR

7.1 **15-0238**

Joint resolution authorizing line item transfers between various funds for the purpose of transferring previously approved funds in 2015.

This item was presented by Adlil Issakoo and Patrice Sutton Burger, Finance and Administrative Services. They reported that this action does two things: 1.) it separates out the Board of Review (BOR) budget, and 2.) it reflects the transfer of 6 (six) people from GIS to the Assessor's office.

A motion was made by Member Wilke, seconded by Member Nixon, that this resolution be approved and referred on to Financial and Administrative Committee.

The motion carried by the following vote:

Aye: 5 - Chair Hewitt, Vice Chair Mathias, Member Nixon, Member Werfel and Member Wilke

Absent: 2 - Member Durkin and Member Rummel

COUNTY CLERK

7.2 [15-0181](#)

Report from Carla N. Wyckoff, County Clerk, for the month of January 2015.

A motion was made by Member Nixon, seconded by Member Wilke, that this report be received and placed on the consent agenda. The motion carried by the following vote:

Aye: 5 - Chair Hewitt, Vice Chair Mathias, Member Nixon, Member Werfel and Member Wilke

Absent: 2 - Member Durkin and Member Rummel

7.3 [15-0243](#)

Joint resolution authorizing an increase in the fees for Marriage and Civil Union Licenses, Birth and Death Certificates.

This item was presented by Carla Wyckoff, and Claudia Rodriguez, County Clerk's office. Mrs. Wyckoff reported that operational costs have increased along with an additional expense associated with the need for newly required security paper for birth and death certificates. Existing fees for marriage, civil union, birth and death certificates have not changed since 2008. The current fee for Marriage and Civil Union License is \$25 and \$8 for a copy, and the proposed fee is \$35 and \$10. The current fee for certified copies of birth certificates is \$8 and the proposed fee is \$10. The current fee for certified copies of death certificates is \$12 and the proposed fee is \$14. Mrs. Rodriguez reported these fees will also help offset fees paid to the state by the County Clerks office. The effective date for these fees is recommended for April 1, 2015.

A motion was made by Member Wilke, seconded by Member Werfel, that this resolution be approved and referred on to Financial and Administrative Committee.

The motion carried by the following vote:

Aye: 5 - Chair Hewitt, Vice Chair Mathias, Member Nixon, Member Werfel and Member Wilke

Absent: 2 - Member Durkin and Member Rummel

RECORDER OF DEEDS

7.4 [15-0179](#)

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of January 2015.

A motion was made by Member Wilke, seconded by Member Mathias, that this report be received and placed on the consent agenda. Motion carried by the following vote:

Aye: 5 - Chair Hewitt, Vice Chair Mathias, Member Nixon, Member Werfel and Member Wilke

Absent: 2 - Member Durkin and Member Rummel

TREASURER

7.5 [15-0154](#)

Report from David B. Stolman, Treasurer, for the month of December 2014.

A motion was made by Member Nixon, seconded by Member Wilke, that this report be received and placed on the consent agenda. Motion carried by the following vote:

Aye: 5 - Chair Hewitt, Vice Chair Mathias, Member Nixon, Member Werfel and Member Wilke

Absent: 2 - Member Durkin and Member Rummel

8. Executive Session

There was no executive session.

9. County Administrator's Report

Chair Lawlor and Member Cunningham attended the NACo Legislative Conference and successfully attained approval for proposed changes to HIPAA that will allow the County to better address the opiate overdose issue. Both Health and Human Services Committee and Board of Directors approved the resolution.

Chair Lawlor also thanked Member Mandel for the Nuclear Resolution that was passed through committee last month. Senator Kirk and Senator Durbin are both in favor of this resolution and it was a topic of discussion at the NACo Conference.

Chair Lawlor reviewed with the committee a plan to send a memorandum detailing various mandates to a task force set up by the Governor. Chair Lawlor indicated that in order to be a part of a comprehensive solution to the State's financial situation, we must help identify opportunities for savings and gains in efficiency. The committee agreed with the Chairman and supported sending the memo.

Ryan Waller, Assistant County Administrator, provided an update on the County's

legislative program.

10. Adjournment

Chair Hewitt adjourned the meeting at 11:41 a.m.

Minutes prepared by Teresa Bond.

Respectfully submitted,

Chairman

Vice-Chairman

Revenue, Records & Legislation Committee