

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, June 27, 2012

8:30 AM

Conference Room C, 10th Floor

Revenue, Records and Legislation Committee

1. **Call to Order**

Chair Bassi called the meeting to order at 8:31 a.m.

Present 7 - Chair Bassi, Vice Chair Carey, Member Durkin, Member Feldman, Member Hewitt, Member Nixon and Member Newton

Others Present:

Amy McEwan, County Administrator's Office

Gary Gordon, Finance and Administrative Services

Patrice Sutton-Burger, Finance and Administrative Services

Michael Gavin, Finance and Administrative Services

Robert Szarzynski, Human Resources Department

Pat Morris, Township Assessor

Tom Healy, LCTAA

Marty Paulson, Chief County Assessments Office

Karl Jackson, Chief County Assessments Office

Willard Helander, County Clerk's Office

Sonia Hernandez, County Administrator's Office

2. **Pledge of Allegiance**

Chair Bassi led the group in the Pledge of Allegiance.

3. **Approval of Minutes**

3.1 [12-0712](#)

Minutes from May 30, 2012.

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

Aye: 7 - Chair Bassi, Vice Chair Carey, Member Durkin, Member Feldman, Member Hewitt, Member Nixon and Member Newton

4. **Added to Agenda**

There were no items added to the agenda.

5. **Public Comment**

There were no public comments.

6. **Old Business**

There was no old business to conduct.

7. **New Business**

COUNTY CLERK

7.1 [12-0411](#)

Resolution appointing Judges of Election.

A motion was made by Member Feldman, seconded by Member Durkin, that this resolution be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Bassi, Vice Chair Carey, Member Durkin, Member Feldman, Member Hewitt, Member Nixon and Member Newton

7.2 [12-0726](#)

Report from Willard R. Helander, County Clerk, for the month of May 2012.

A motion was made by Member Durkin, seconded by Member Carey, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Bassi, Vice Chair Carey, Member Durkin, Member Feldman, Member Hewitt, Member Nixon and Member Newton

RECORDER OF DEEDS

7.3 [12-0721](#)

Report from MaryEllen Vanderverter, Recorder of Deeds, for the month of May 2012.

A motion was made by Member Carey, seconded by Member Nixon, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Bassi, Vice Chair Carey, Member Durkin, Member Feldman, Member Hewitt, Member Nixon and Member Newton

TREASURER

7.4 [12-0745](#)

Report from Robert Skidmore, Treasurer, for the month of May 2012.

A motion was made by Member Durkin, seconded by Member Carey, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Bassi, Vice Chair Carey, Member Durkin, Member Feldman, Member Hewitt, Member Nixon and Member Newton

CHIEF COUNTY ASSESSMENT OFFICE

7.5 [12-0773](#)

Joint resolution authorizing line-item transfers between various funds for the purpose of transferring previously approved funds in 2012.

Presented by Gary Gordon, Director, Finance and Administrative Services and Marty Paulson, Chief County Assessment Officer. Discussion ensued regarding the transfer of funds.

A motion was made by Member Hewitt, seconded by Member Carey, that this item be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:

Aye: 7 - Chair Bassi, Vice Chair Carey, Member Durkin, Member Feldman, Member Hewitt, Member Nixon and Member Newton

7.6 [12-0780](#)

Joint resolution authorizing an increase in the budgeted number of full-time equivalent

positions in the Chief County Assessment Office from 20 to 22.

Presented by Gary Gordon, Director, Finance and Administrative Services and Marty Paulson, Chief County Assessment Officer. Discussion ensued regarding the elevated work load and the current number of full-time equivalent positions in the Chief County Assessment Office.

A motion was made by Member Hewitt, seconded by Member Carey, that this item be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:

Aye: 7 - Chair Bassi, Vice Chair Carey, Member Durkin, Member Feldman, Member Hewitt, Member Nixon and Member Newton

8. Executive Session

8.1 Executive Session to discuss a personnel matter 5 ILCS 120/2(c).

A motion was made by Member Newton, seconded by Member Nixon, to go into executive session. The motion carried by the following vote:

Aye: 7 - Chair Bassi, Vice Chair Carey, Member Durkin, Member Feldman, Member Hewitt, Member Nixon and Member Newton

9. County Administrator's Report

Committee members were reminded of Committee of the Whole meeting this Friday, June 29, 2012.

10. Adjournment

A motion was made by Member Newton, seconded by Member Durkin, to adjourn at 9:36 a.m. The motion carried by the following vote:

Aye: 7 - Chair Bassi, Vice Chair Carey, Member Durkin, Member Feldman, Member Hewitt, Member Nixon and Member Newton

Minutes prepared by Sonia Hernandez.

Respectfully submitted,

Chairman

Vice-Chairman

Revenue, Records & Legislation Committee