

# Lake County Illinois

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



## **Agenda Report - Final**

**Wednesday, October 1, 2008**

**1:00 PM**

**Conference Room C**

**Financial and Administrative Committee**

- 1.0 Call to Order
- 2.0 Pledge of Allegiance
- 3.0 Approval of Minutes - September 3, 2008
- 4.0 Added to Agenda Items
- 5.0 Public Comment
- 6.0 Old Business
- 7.0 New Business

**Health & Community Services**

- 7.1 [08-0607](#) Joint Resolution authorizing an emergency appropriation in the amount of \$1,497,644.78 in the Health Department's FY2008 budget as a result of unanticipated revenue from the Medicaid Federal Financial Participation Funding Initiative.
  - LCHD/CHC has received unanticipated revenue from the Medicaid Federal Financial Participation Funding Initiative.
  - The unanticipated revenue, in the amount of \$1,497,644.78, was not appropriated in the FY 2008 budget.
  - LCHD/CHC is implementing plans to replace inefficient clinic and office space and commencing construction and demolition of approved facilities.
  - \$796,645.78 will be used to establish funding for the proposed construction.
  - \$700,999.00 will be used to rent space to temporarily relocate daily operations during construction.
  
- 7.2 [08-0599](#) Joint Resolution to enter into an agreement with Horwitz & Associates, Inc. (Incumbent Worker Training Grant).
  - The Illinois Department of Commerce and Economic Opportunity received a waiver until June 30, 2009 from the Department of Labor to permit local workforce areas to designate a portion of their Workforce Investment Act (WIA) grant funds to conduct incumbent worker training programs to industries targeted to have the highest growth within a local area.
  - The Lake County Workforce Investment Board modified the Lake County WIA grant to permit the use of local funds to train incumbent workers in the following industry sectors: manufacturing; health care; transportation, warehousing, & logistics; technology; finance & insurance; and construction.

- Incumbent workers are defined as an individual who has an employment relationship with an employer and who receives upgrade training to increase his/her skills in an occupation in which he/she is already employed or training to prepare the worker for entry into a new occupation for that employer.
- In response to a press release, Horwitz & Associates, Inc. expressed interest in the incumbent worker training program. Horwitz & Associates, Inc. located in Riverwoods, has been in business for 38 years and employs 40 full time employees in the retail Securities Broker/Dealer business which provides financial services to the general public.
- After consultation with Horwitz & Associates, Inc. a training curriculum was prepared to provide training to seven (7) employees for a total of ten (10) training hours per person to meet the annual compliance requirements of the Securities and Exchange Commission (SEC), regulated by the Financial Industry Regulatory Authority, Inc.(FINRA)
- The State's policy requires that an employer with 50 or less employees provide 10% of the cost of the training. The policy also states that employee wages & fringe benefits can be used to off-set the employer match without the employer having to pay additional funds out of pocket. The total cost of training is \$2,100. Lake County Workforce Development will reimburse \$2,100 and the company will provide employee hourly wages of an additional \$210 to show for their portion of the match. Cost per employee is \$300.00 for 10 hours of training for each employee.

7.3 [08-0594](#)

Joint Resolution to enter into an agreement with Clearbrook (Incumbent Worker Training Grant).

- In response to a news release, Clearbrook expressed interest in the incumbent worker training program. Clearbrook is headquartered in Arlington Heights with facilities in Lake County; has been in business for 53 years; employs 709 staff of which 455 are full-time and 254 are part-time; and provides an array of programs, services and support to families with young children with developmental delays (birth to four) and children, adolescents and adults with developmental disabilities.
- After consultation with Clearbrook, a training curriculum was developed to train 31 employees for a total of 488 training hours to enhance the skill levels and curb the turnover rate by offering wage increases to their direct support and qualified mental retardation professionals, and provide annual certifications as well as direct training to LPNs, RNs, nursing coordinator, office manager, cook, administrator.
- The State's policy requires that an employer with 100 or more employees provide 50% of the cost of the training. The policy also states that employee wages & fringe benefits can be used to off-set the employer match without the employer having to pay additional funds out of pocket. The total cost of training is \$21,546. Lake County Workforce Development will reimburse \$21,546 and the company will provide employee hourly wages of an additional \$10,773 to show for their portion of the match. Cost per employee is \$695.03 for 16 hours of training for each employee.

7.4 [08-0596](#)

Joint Resolution to enter into an agreement with AHE, Inc. (Incumbent Worker Training Grant).

- In response to a press release, AHE, Inc. expressed interest in the incumbent worker training program. AHE, Inc. has been in business (two) 2 years, is located in Libertyville, employs seven (7) employees and is a manufacturer & producer of bulk ice cream for distribution to wholesalers.
- After consultation with AHE, Inc., a training plan was prepared to train five (5) employees for a total of 20 training hours per person to enhance their skills in becoming an Ice Cream Artisan I, which is the art of mass production of ice cream.
- The State's policy requires that an employer with 50 or less employees provide 10% of the cost of the training. The policy also states that employee wages & fringe benefits can be used to off-set the employer match without the employer having to pay additional funds out of pocket. The total cost of training is \$10,000. Lake County Workforce Development will reimburse \$10,000 and the company will provide employee hourly wages of an additional \$1,000 to show for their portion of the match. Cost per employee is \$2,000.00 for 20 hours of training for each employee.

7.5 [08-0595](#)

Joint Resolution to enter into an agreement with Boller Construction Co., Inc. (Incumbent Worker Training Grant).

- In response to outreach efforts, Boller Construction Co., Inc. expressed interest in the incumbent worker training program. Boller Construction Co., Inc., located in Waukegan, has been in business for 30 years; and is a commercial construction company that employs 80 employees.
- After consultation with Boller Construction Co., Inc., a training plan was prepared to train 25 employees for a total of eight (8) training hours per person so that carpenters, cement masons and laborers can learn to operate the forklift and aerial boom lift equipment as well as meet safety compliances in their present positions.
- The State's policy requires that an employer with 51 to 99 employees provide 25% of the cost of the training. The policy also states that employee wages & fringe benefits can be used to off-set the employer match without the employer having to pay additional funds out of pocket. The total cost of training is \$19,101. Lake County Workforce Development will reimburse \$19,101 and the company will provide employee hourly wages of an additional \$4,775.25 to show for their portion of the match. Cost per employee is \$764.04 for eight (8) hours training for each employee.

7.6 [08-0358](#)

Joint Resolution to enter into an agreement with Countryside Association for People with Disabilities (Incumbent Worker Training Grant).

- In response to a news release, Countryside Association for People with Disabilities expressed interest in the incumbent worker training program. Countryside Association for People with Disabilities with locations in Palatine and Waukegan, has been in business for 54 years; employs 98 full time employees that assist 650 children and adults and their families with support services that include developmental training services and self-help skills building at work and training centers, and provide in-home Respite Services to individuals with disabilities to obtain and retain a community living environment.
- After consultation with Countryside Association for People with Disabilities, a training plan was prepared to train 20 employees for a total of 48 training hours per person so as to enhance their supervisory skills in their present positions.
- The State's policy requires that an employer with 51 to 99 employees provide 25% of the cost of the training. The policy also states that employee wages & fringe benefits can be used to off-set the employer match without the employer having to pay additional funds out of pocket. The total cost of training is \$19,630. Lake County Workforce Development will reimburse \$19,630 and the company will provide employee hourly wages of an additional \$4,907.50 to show for their portion of the match. Cost per employee is \$981.50 for 48 hours training for each employee.

7.7 [08-0590](#)

Joint Resolution to enter into an agreement with A.L. Hansen Mfg. Company (Incumbent Worker Training Grant).

- In response to outreach efforts, A.L. Hansen Mfg. Company expressed interest in the incumbent worker training program. A.L. Hansen is a manufacturer of hardware such as hinges, latches, and bar locks for the commercial trucking industry; employs 120 employees, is located in Waukegan, and has been in business for 88 years.
- After consultation with A.L. Hansen Mfg. Company a training solutions curriculum was prepared to train fifteen (15) employees to enhance effective meetings techniques for the management staff.
- The State's policy requires that an employer with 100 or more employees provide 50% of the cost of the training. The policy also states that employee wages & fringe benefits can be used to off-set the employer match without the employer having to pay additional funds out of pocket. The total cost of training is \$2,500. Lake County Workforce Development will reimburse \$2,500 and the company will provide employee hourly wages of an additional \$1,250 to show for their portion of the match. Cost per employee is \$166.67 for eight (8) hours training for each employee.

**Public Works & Transportation**

7.8 [08-0701](#)

Joint Resolution authorizing the Chair of the County Board, the County Clerk, and the County Engineer to execute a new master agreement between Lake County and the Village of Vernon Hills regarding the maintenance, construction and installation costs associated with current

and future traffic control signals under the jurisdiction of the Lake County Division of Transportation.

- County Signals; New Traffic Signal Master Agreement: Village of Vernon Hills
- Traffic signals were installed on county highways within the boundaries of the Village of Vernon Hills including Emergency Vehicle Preemption Systems (EVPS) which are currently maintained by the Village of Vernon Hills.
- Lake County is revising all EVPS master agreements so that the local agency will be responsible for maintenance and future cost of the emitters and LCDOT will be responsible for maintenance and future cost for preemption systems.
- Lake County is incorporating the EVPS changes into new traffic signal master agreements with the communities regarding the maintenance, construction and installation costs associated with current and future County owned traffic control signals.

**Attachments:** [TS Agr Vernon Hills 20080926084003.pdf](#)

7.9 [08-0703](#)

Joint Resolution authorizing the Chair of the County Board, the County Clerk, and the County Engineer to execute a new master agreement between Lake County and the Village of Gurnee regarding the maintenance, construction and installation costs associated with current and future traffic control signals.

- County Signals; New Traffic Signal Master Agreement: Village of Gurnee
- Traffic signals were installed on county highways within the boundaries of the Village of Gurnee including Emergency Vehicle Preemption Systems (EVPS) which are currently maintained by the Village of Gurnee.
- Lake County is revising all EVPS master agreements so that the local agency will be responsible for maintenance and future cost of the emitters and LCDOT will be responsible for maintenance and future cost for preemption systems.
- Lake County is incorporating the EVPS changes into new traffic signal master agreements with the communities regarding the maintenance, construction and installation costs associated with current and future County owned traffic control signals.

**Attachments:** [TS Agr Gurnee 20080926084503.pdf](#)

7.10 [08-0704](#)

Joint resolution authorizing the Chair of the County Board, the County Clerk and the County Engineer to execute an agreement for consulting engineering services between Lake County and Hampton, Lenzini, and Renwick Inc., Elgin, Illinois, for the provision of Phase II engineering services (*Design Engineering*) for the proposed resurfacing of Kelsey Road (*County Highway 30*) from Illinois Route 22 to US Route 14, and also the resurfacing of River Road (*County Highway 4*) from Roberts Road (*County Highway 35*) to Kelsey Road (*County Highway 4*) at a maximum cost of services described of \$94,711.29. This resolution also

appropriates \$115,000.00 of Motor Fuel Tax funds for this engineering services designated as Section 08-00134-04-RS.

- Kelsey Road (IL Rt. 22 to US Rt. 14), River Road (Roberts Road to Kelsey Road) Resurfacings, Phase II Engineering Services: Consultant Agreement
- A consultant will be utilized to undertake Phase II engineering services (*Design Engineering*) for these resurfacings.
- The selected and recommended firm is Hampton, Lenzini, and Renwick Inc., Elgin, Illinois.
- This resolution appropriates \$115,000.00 of Motor Fuel Tax funds for these engineering services.

7.11 [08-0707](#)

Joint resolution authorizing the Chair of the County Board, the County Clerk, and the County Engineer to execute an agreement among Lake County and various townships for the equally shared costs of the local match for the federal funds administered by the Regional Transportation Authority through its Regional Technical Assistance Program for the Inter/Intra County Paratransit Plan Project and designated as Section 08-00280-00-ES.

- Inter/Intra County Paratransit Transportation Plan Project Agreement: Various Townships
- Lake County has secured \$100,000.00 of RTA grant funding for transit planning projects that enhance transit, including studies for new institutional arrangements to address emerging transportation needs within non-traditional markets.
- Financial participation by certain townships towards the 20% match is provided by this agreement.
- This resolution authorized the executions of agreements with the following townships: Antioch, Avon, Cuba, Ela, Fremont, Grant, Lake Villa, Libertyville, Moraine, Vernon, Warren, Wauconda, West Deerfield and Zion.

Attachments: [Paratransit Plan Agr 20080926084955.pdf](#)

7.12 [08-0705](#)

Joint resolution providing for the execution of an amendment to the agreement between the Illinois Department of Transportation (IDOT) and Lake County for the use of FFY '05 federal highway funds for a portion of the Lake County PASSAGE ITS Program. This amendment No. 1 provides for the extension of the agreement expiration date to December 31, 2009 to provide adequate time for engineering services to design and implement upgrades as set forth in the original implementation phasing plan from September 2003. This improvement is designated as Section 02-00268-05-EG.

- Lake County Passage, FFY '05 Funding: Amendment No. 1 IDOT Agreement
- The Lake County Federal Legislative Program resulted in a FFY '05 earmark for the Lake County ITS Project, entitled the Lake County PASSAGE.

- FFY '05 funding administered through IDOT gives 50% reimbursement to the county has been put to contract.
- The funding is being used for a portion of the Lake County PASSAGE ITS program.
- The original completion date in the IDOT funding agreement was December 31, 2008 and IDOT amendment No. 1 provides for the completion date to be extended to December 31, 2009.

**Attachments:** [PASSAGE FFY 05 Funding\\_20080926084655.pdf](#)

7.13 [08-0706](#)

Joint resolution appropriating \$20,000.00 of County Bridge Tax funds for title commitments, property appraisals, and other advance right-of-way costs associated with the proposed bike path to be constructed along Park Avenue West from the Highland Park Country Club to east of US Route 41 and designated as Section 04-00271-00-BT.

- Park Avenue West (Highland Park Country Club to East of US Rte. 41) Bike Path, Advance Right-of-Way Acquisition: Appropriation
- A bike Path including a bridge over the Skokie River will be built along Park Avenue West with limits from Highland Park Country Club to the first signalized intersection west of the Skokie River.
- Preliminary right-of-way plats have identified right-of-way needs and title commitments and property appraisals now need to be acquired.
- This appropriation is \$20,000.00 of County Bridge Tax funds for these advance right-of-way costs.

7.14 [08-0688](#)

Joint Resolution authorizing execution of a Water Supply and Sales Agreement between Aqua Illinois, Inc., the Village of Hawthorn Woods and the County for the provision of water supply to the Hawthorn Woods / Glennshire Water System.

- This agreement provides the contractual mechanism by which Aqua Illinois, Inc. will sell bulk water to the County for distribution to the Hawthorn Woods / Glennshire Water System, and the ability for payment to the Village of Hawthorn Woods for their connection fees and recapture payments.
- The Hawthorn Woods / Glennshire (HWG) Water System contains 224 residences and is scheduled to have a new code compliant water system installed to replace the current 50 year old well system that was not originally constructed to public water system standards.
- Aqua provides a public water supply to other areas within the Village by agreement between Aqua and the Village, and the Village has proposed that no HWG area water storage facility be constructed and that the County obtain and purchase its bulk water supply from Aqua.
- The original 1975 County / Village contract provided that improvements to the HWG area water system shall be paid by revenues from the HWG area. To construct a new State Code - compliant PWS, the County intends to issue subordinate revenue bonds, secured by revenues generated by a surcharge (s) applied to the water bills of HWG area customers.



- The HWG area residents filed a federal lawsuit, on May 29, 2008 against the County, which challenges the County's ability and authority to impose and collect a surcharge on HWG area customers water bills to pay for the costs of the subordinate revenue bonds to be used to fund the construction and other costs of the new HWG area PWS. That lawsuit remains pending.
- This resolution authorizes execution of a Water Supply and Sales Agreement, between Aqua Illinois, Inc., the Village of Hawthorn Woods and the County for the provision of water supply to the Hawthorn Woods / Glennshire Water System.

7.15    08-0689

Joint Resolution authorizing execution of a Wholesale Agreement for Sewage Disposal between the Village of Hawthorn Woods and the County.

- The Village of Hawthorn Woods has submitted plans for a sanitary sewer interceptor system that would be owned and operated by the Village with connection to the Village of Lake Zurich for conveyance purposes and ultimate treatment at the County's Des Plaines River Water Reclamation Facility.
- The County does not currently have a wholesale sewer agreement with the Village, but does provide retail sewer service by contract within Village limits.
- A wholesale agreement has been under development for months and includes provision to provide sewer service to six (6) separate areas with a total of 394 acres and a maximum projected flow limit of 3000 P.E.
- In addition there is a limitation on the residential component of the proposed development. A maximum of 50% of the total 3000 P.E. or not more than 1500 P.E. may be developed with non age restricted residential units.
- This resolution authorizes execution of a Wholesale Agreement for Sewage Disposal between the Village of Hawthorn Woods and the County.

**Attachments:**    [2008.09.25 Lake County-Hawthorn Woods Wholesale Sewer Agreement.pdf](#)  
[2008.09.25 All Exhibits.pdf](#)

7.16    08-0690

Joint Resolution awarding a contract to Concord Construction Services, Inc. of Lake Zurich, IL, in the amount of \$1,168,300.00 for the Des Plaines River WRF Blower, Flowmeter and Sludge Press Addition Project, charging the costs thereof to various accounts.

- The County's Des Plaines River Water Reclamation Facility requires equipment modifications and improvements in order to accommodate system growth, improve aerobic digestion performance and increase sludge dewatering capacity. This project includes the installation of one 150 horsepower aeration blower, one 2.0 meter sludge press and six magnetic flowmeters complete with associated piping, electrical and instrumentation work.
- Invitations to bid were extended to fourteen (14) companies and the

County received responsive bids from (1) contractor for this work.

- Concord Construction Services of Lake Zurich, IL, submitted a responsive bid and has been deemed by staff to be capable of providing high quality work. Because of the single responsive bid, staff engaged with Concord in a value engineering process to review Concord's bid and identify areas of potential cost savings. As a result of this value engineering process staff had identified \$114,492 in savings and will be incorporating this in Change Order #1. The resulting net price after execution of Change Order #1 is \$1,053,808 or 6.55% above Engineers estimate.
- Award of this contract is recommended to Concord Construction Services of Lake Zurich, IL, in the amount of \$1,168,300 for the Des Plaines River WRF Blower, Flowmeter and Sludge Press Addition Project, charging the costs thereof to various Public Works accounts.

7.17 [08-0691](#)

Joint Resolution awarding a contract to G.P. Maintenance Services, Inc., in the amount of \$144,700 for the FY 2008 Facilities Painting Project, charging the costs thereof to various Public Works Accounts.

- On September 2, 2008 bids were opened for the annual facilities Painting Project for various Public Works can lift stations and maintenance facilities.
- This contract included several additional lift stations because no painting work was performed in 2007.
- Invitations to bid were extended to eight (8) contractors and four (4) responsive bids were received.
- The low bid was submitted by G.P. Maintenance Services, Inc. of Palos Hills, IL, for the price of \$144,700, who has completed similar work with other municipalities in a satisfactory manner.
- This resolution authorizes award of a contract to G.P. Maintenance Services, Inc., in the amount of \$144,700 for the FY 2008 Facilities Painting Project, charging the costs thereof to various Public Works Accounts.

7.18 [08-0653](#)

Joint Resolution authorizing an emergency appropriation for the Public Works Fund, fund 610, in the amount \$50,000 and Stormwater Management Commission Fund, fund 212, in the amount of \$10,000 accompanied by an increase in the revenue in General Operating Expense of \$60,000; and request its adoption.

- The County Board previously authorized the transfer of budget in the amount of \$50,000 and \$10,000 from Public Works and Stormwater Management Commission, respectively to General Operating Expense Water Supply Planning
- It is now necessary to transfer funds from Public Works and Stormwater Management Commission to fund this increase in the GOE budget
- Because these funds were previously budgeted in Public Works and Stormwater Management Commission there is sufficient revenue to

cover these budget increases.

- Emergency appropriations in the amount of \$50,000 in the Public Works Fund and in the amount of \$10,000 in Stormwater Management Commission Fund accompanied by an increase in revenue in GOE Water Supply Planning is requested.

### **Financial & Administrative**

- 7.19    **08-0652**    Resolution amending an Ordinance known and cited as the "Rules and Regulations Governing Public Buildings and Grounds".
- The County originally adopted an ordinance use of the public areas of county owned buildings and grounds in 1984.
  - The ordinance was subsequently amended in 1998.
  - Recommended modifications include the following sections: posting of materials, authority of Building Manager and minor formatting corrections.

- 7.20    **08-0654**    Resolution authorizing line-item transfers between various funds for the purpose of transferring previously approved funds.
- Line item transfers in various funds between line items in the FY2008 budget are needed to align expenses with correct accounts.
  - The County Board must approve line item transfers under certain conditions.
  - A listing of the various transfers is attached to the resolution.

- 7.21    **08-0664**    Resolution authorizing an emergency appropriation in the FY 2008 budget in the Finance & Administrative Services Department for certain postage related revenues and expenses.
- Subsequent to the FY2008 budget being approved, the Support Services Division of the Finance & Administrative Services Department agreed to provide postage and mailing services to the Health Department which it had not provided for previously.
  - This was done in order to consolidate services, provide economies of scale, and to reduce costs.
  - In order to provide adequate budget within the Support Services Division, an emergency appropriation is now needed with offsetting revenues from transfers from the Health Department.

**8.0    Executive Session**

**9.0    County Administrator's Report**

- 9.1    **08-0709**    Discussion on Future of Lake County Directory
- As a way to reduce costs during a tight budget year, and considering the addition of other publications and resources now available (Pocket

Guide, newsletter, website), staff recommends discontinuing printing the directory.

**9.2 Discussion regarding draft H-L-D plan for FY 2009.**

**9.3 Discussion on draft FY 2009 budget.**

**10.0 Adjournment**