

# Lake County Illinois

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



## **Meeting Minutes - Final**

**Wednesday, October 1, 2008**

**1:00 PM**

**Conference Room C**

**Financial and Administrative Committee**

**1.0 Call to Order**

*Chair Paxton called the meeting to order at 1:08 p.m.*

- Present** 5 - Vice Chair Bassi, Member Kyle, Member Mountsier, Chair Paxton and Member O'Kelly
- Absent** 1 - Member Calabresa
- Excused** 1 - Member Stolman

*Also Present:*

*Barry Burton, County Administrator  
Suzi Schmidt, County Board Chairman  
Gary Gordon, Finance & Administrative Services  
Rodney Marion, Human Resources  
Irene Pierce, Health Department  
Rich Hentschel, Finance & Administrative Services  
Dusty Powell, Sr. Asst. County Administrator  
Joyce Parnell, Workforce Development  
Robert Szarzynski, Human Resources  
Jennie Khoen, Communications  
Jackie Doty, County Administrator's Office  
Amy McEwan, Sr. Asst. County Administrator  
Brooke Hooker, Communications  
Stephanie Paulsen, Communications Intern  
Connie Horner, Finance & Administrative Services  
Pat Carey, Citizen  
Mary Otahal, County Board Office*

**2.0 Pledge of Allegiance**

*Chair Paxton led the Committee in the Pledge of Allegiance.*

**3.0 Approval of Minutes - September 3, 2008**

**A motion was made by Member Mountsier, seconded by Member Kyle, that the minutes of September 3, 2008 be approved. The motion carried unanimously.**

**Aye:** 5 - Vice Chair Bassi, Member Kyle, Member Mountsier, Chair Paxton and Member O'Kelly

**4.0 Added to Agenda Items**

*Motion by Mountsier, seconded by Bassi, to defer items 7.14, 7.15 and to remove item 7.19 from the agenda. Motion carried.*

**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.

*Irene Pierce explained this resolution. Member O'Kelly requested additional information regarding the lease of temporary space during construction, and staff will come back to Committee with this information.*

**A motion was made by Member Mountsier, seconded by Member O'Kelly, that this Resolution be recommended for adoption to the Regular Agenda. The motion carried unanimously.**

**Aye:** 5 - Vice Chair Bassi, Member Kyle, Member Mountsier, Chair Paxton and Member O'Kelly

- 7.2 [08-0599](#) Joint Resolution to enter into an agreement with Horwitz & Associates, Inc. (Incumbent Worker Training Grant).

**A motion was made by Member Mountsier, seconded by Member Kyle, that this Resolution be recommended for adoption to the Consent Agenda. The motion carried unanimously.**

**Aye:** 5 - Vice Chair Bassi, Member Kyle, Member Mountsier, Chair Paxton and Member O'Kelly

- 7.3 [08-0594](#) Joint Resolution to enter into an agreement with Clearbrook (Incumbent Worker Training Grant).

**A motion was made by Member Mountsier, seconded by Member Kyle, that this Resolution be recommended for adoption to the Consent Agenda. The motion carried unanimously.**

**Aye:** 5 - Vice Chair Bassi, Member Kyle, Member Mountsier, Chair Paxton and Member O'Kelly

- 7.4 [08-0596](#) Joint Resolution to enter into an agreement with AHE, Inc. (Incumbent Worker Training Grant).

**A motion was made by Member Mountsier, seconded by Member Kyle, that this Resolution be recommended for adoption to the Consent Agenda. The motion carried unanimously.**

**Aye:** 5 - Vice Chair Bassi, Member Kyle, Member Mountsier, Chair Paxton and Member O'Kelly

- 7.5     [08-0595](#)     Joint Resolution to enter into an agreement with Boller Construction Co., Inc. (Incumbent Worker Training Grant).
- A motion was made by Member Mountsier, seconded by Member Kyle, that this Resolution be recommended for adoption to the Consent Agenda. The motion carried unanimously.**
- Aye:** 5 - Vice Chair Bassi, Member Kyle, Member Mountsier, Chair Paxton and Member O'Kelly

- 7.6     [08-0358](#)     Joint Resolution to enter into an agreement with Countryside Association for People with Disabilities (Incumbent Worker Training Grant).
- A motion was made by Member Mountsier, seconded by Member Kyle, that this Resolution be recommended for adoption to the Consent Agenda. Motion carried unanimously.**
- Aye:** 5 - Vice Chair Bassi, Member Kyle, Member Mountsier, Chair Paxton and Member O'Kelly

- 7.7     [08-0590](#)     Joint Resolution to enter into an agreement with A.L. Hansen Mfg. Company (Incumbent Worker Training Grant).
- A motion was made by Member Mountsier, seconded by Member Kyle, that this Resolution be recommended for adoption to the Consent Agenda. The motion carried unanimously.**
- Aye:** 5 - Vice Chair Bassi, Member Kyle, Member Mountsier, Chair Paxton and Member O'Kelly

**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.
- Attachments:**     [TS Agr Vernon Hills\\_20080926084003.pdf](#)
- A motion was made by Member O'Kelly, seconded by Member Kyle, that this Resolution be recommended for adoption to the Consent Agenda. The motion carried unanimously.**
- Aye:** 5 - Vice Chair Bassi, Member Kyle, Member Mountsier, Chair Paxton and Member O'Kelly

- 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.

Attachments: [TS Agr Gurnee\\_20080926084503.pdf](#)

**A motion was made by Member O'Kelly, seconded by Member Kyle, that this Resolution be recommended for adoption to the Consent Agenda. The motion carried unanimously.**

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.

**A motion was made by Member O'Kelly, seconded by Member Kyle, that this Resolution be recommended for adoption to the Consent Agenda. The motion carried unanimously.**

**Aye:** 5 - Vice Chair Bassi, Member Kyle, Member Mountsier, Chair Paxton and Member O'Kelly

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.

Attachments: [Paratransit Plan Agr\\_20080926084955.pdf](#)

**A motion was made by Member O'Kelly, seconded by Member Kyle, that this Resolution be recommended for adoption to the Consent Agenda. The motion carried unanimously.**

**Aye:** 5 - Vice Chair Bassi, Member Kyle, Member Mountsier, Chair Paxton and Member O'Kelly

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.

**Attachments:** [PASSAGE FFY 05 Funding 20080926084655.pdf](#)

**A motion was made by Member O'Kelly, seconded by Member Kyle, that this Resolution be recommended for adoption to the Consent Agenda. The motion carried unanimously.**

**Aye:** 5 - Vice Chair Bassi, Member Kyle, Member Mountsier, Chair Paxton and Member O'Kelly

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.

**A motion was made by Member O'Kelly, seconded by Member Kyle, that this Resolution be recommended for adoption to the Consent Agenda. The motion carried unanimously.**

**Aye:** 5 - Vice Chair Bassi, Member Kyle, Member Mountsier, Chair Paxton and Member O'Kelly

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.

**A motion was made by Member Mountsier, seconded by Member Bassi, that this Resolution be deferred. Motion carried.**

7.15 [08-0689](#)

Joint Resolution authorizing 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](#)

**A motion was made by Member Mountsier, seconded by Member Bassi, that this Resolution be deferred. Motion carried.**

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.

**A motion was made by Member O'Kelly, seconded by Member Kyle, that this Resolution be recommended for adoption to the Regular Agenda. The motion carried unanimously.**

**Aye:** 5 - Vice Chair Bassi, Member Kyle, Member Mountsier, Chair Paxton and Member O'Kelly

- 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.

**A motion was made by Member O'Kelly, seconded by Member Kyle, that this Resolution be recommended for adoption to the Consent Agenda. The motion carried unanimously.**

**Aye:** 5 - Vice Chair Bassi, Member Kyle, Member Mountsier, Chair Paxton and Member O'Kelly

- 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.

**A motion was made by Member O'Kelly, seconded by Member Kyle, that this Resolution be recommended for adoption to the Regular Agenda. The motion carried unanimously.**

**Aye:** 5 - Vice Chair Bassi, Member Kyle, Member Mountsier, Chair Paxton and Member O'Kelly

- 7.19 [08-0652](#) Resolution amending an Ordinance known and cited as the "Rules and Regulations Governing Public Buildings and Grounds".

**Motion by Member Mountsier, seconded by Member Bassi, to remove this item from the agenda. Motion carried**

**Financial & Administrative**

- 7.20 [08-0654](#) Resolution authorizing line-item transfers between various funds for the purpose of transferring previously approved funds.

*Rich Hentschel explained the list of line item transfers between various funds.*

**A motion was made by Member Mountsier, seconded by Member Kyle, that this Resolution be recommended for adoption to the Regular Agenda. The motion carried unanimously.**

**Aye:** 5 - Vice Chair Bassi, Member Kyle, Member Mountsier, Chair Paxton and Member O'Kelly

- 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.

*Rich Hentschel explained that subsequent to the FY 2008 budget being approved, the Support Services Division of the Finance & Administrative Services Department agreed to provide postage and mailing services to the Health Department. In order to provide*

*adequate budget with the Support Services division, this emergency appropriation is now needed with offsetting revenues from transfers from the Health Department.*

**A motion was made by Member Kyle, seconded by Member O'Kelly, that this Resolution be recommended for adoption to the Regular Agenda. The motion carried unanimously.**

**Aye:** 5 - Vice Chair Bassi, Member Kyle, Member Mountsier, Chair Paxton and Member O'Kelly

## 9.0 County Administrator's Report

*Gary Gordon & Rich Hentschel discussed the proposed sidewalk repair. Mr. Gordon stated that the sidewalks are the City's property, but they do not have the money to fix them. He is recommending that the County pay to repair them. The County is negotiating an Intergovernmental Agreement with the City of Waukegan stating that the City will retain ownership and liability for the sidewalks. Once the agreement is approved by the City, it will come back to this Committee and then to the County Board for approval.*

## 9.1 [08-0709](#)

Discussion on Future of Lake County Directory

*Jennie Khoen & Brooke Hooker presented a proposal recommending merging the County directory and the pocket guide and printing the guide inhouse, resulting in a substantial cost savings to the County. Committee Members provided input that will be incorporated into the proposed guide, including adding township and municipality information. Communications will bring a sample guide incorporating the requests from Committee Members back to Committee in the near future.*

*Member O'Kelly asked when the County's new website will be available, and Mr. Burton stated that they are working out the final glitches and it should be up and running soon. Because of false information that has been circulating, Member O'Kelly requested that a letter be posted now on the County's home page from the Board Chairman explaining that the County's budget is in good fiscal condition.*

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

*Rodney Marion explained the proposed plan design changes for the FY09 Health, Life and Dental Plans. The Medical plan offerings will remain the same, and some additions have been made to the Dental coverage.*

*He stated that they are recommending an increase in cost sharing of .50%, which will result in a minimal premium increase to employees.*



*He will bring back a resolution for approval next week.*

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

*Gary Gordon and Rich Hentschel informed the Committee that the proposed FY 09 budget is balanced. They reiterated that this is a very tight budget year, and that some difficult decisions were made in order to present a balanced budget, including not approving any new positions county wide, and looking at and making decisions to tighten the budget. Departments have been monitoring their budgets over the past year and are very supportive of the tight budget process. Mr. Gordon will track financial indicators and report back to committee on a regular basis.*

*Some of the major challenges being faced are: determining where to invest money, gas prices, utility costs, sales tax, and income tax.*

*Mr. Burton stated that this budget does not make short term decisions and will not defer critical items. With tight budgets expected for the next couple of years, Mr. Burton stated that the county should be able to maintain a balanced budget. If revenue is down, the County could defer capital projects and adjust next year's budget.*

*Mr. Burton received consensus from the Committee to announce the proposed wage increase recommendation to the Board and County employees simultaneously.*

**10.0 Adjournment**

**Motion by Member Bassi, seconded by Member Mountsier, to adjourn at 2:46 p.m. Motion carried.**

**Minutes prepared by Mary Otahal.**

**Respectfully submitted,**

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**Chairman**

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**Vice-Chairman**

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**Financial & Administrative Committee**