

Lake County Illinois

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



Meeting Minutes - Final

Thursday, September 28, 2023

8:30 AM

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

Financial & Administrative Committee

PUBLIC ATTENDANCE: The public can attend Lake County Committee and Board meetings (two options):

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower (9th Floor, if necessary), 18 N. County Street, Waukegan, Illinois.
- (2) Remote attendance by registering using the link on the front page of this agenda.

RECORDING: Meetings, to include Public Comment, will be recorded.

PUBLIC COMMENT: Live public comment will be available for those attending in-person and through an electronic conferencing application (register via the link on the front page of the agenda). In general, Public Comment on items not on the agenda will be presented near the beginning of the meeting. Public Comment on agenda items may be presented during consideration of that item. Public Comment may proceed in the following order: (1) Public Comment by individuals in attendance and then (2) Public Comment by individuals attending remotely through an electronic conferencing application.

Individuals may provide written Public Comment that must be received by 3:00 p.m. the day prior to the meeting (emailed to PublicComment@Lakecountyil.gov or delivered to the County Board Office 18. N. County Street, Waukegan, Illinois, (10th floor)). Written comments will be circulated to the Members, but not read aloud.

Individuals providing Public Comment will provide the following information:

Meeting: Financial and Administrative Committee (Subject line for written Public Comment)

Topic or Agenda Item: # (REQUIRED)

Name: (REQUIRED)

Organization/Entity Represented: (REQUIRED) ("Self" if representing self)

Street Address, City, State: (Optional)

Phone Number: (Optional)

Email: May be REQUIRED for remote attendance

1. Call to Order

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

2. Pledge of Allegiance

Vice Chair Vealitzek 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 Parekh*

Other Attendees:

In Person:

Alex Carr, Communications

Bill Balling, WRB, LLC Consulting

Bob Gluekert, Chief County Assessment Officer

Carissa Casbon, Board Member

Carl Kirar, Facilities and Construction Services

Chris Blanding, Enterprise Information Technology

Erika Osinski, Human Resources

Gary Gibson, County Administrator's Office

Jim Hawkins, County Administrator's Office

Joel Sensenig, Public Works

John Light, Human Resources

Kristy Cechini, County Board Office

Matt Meyers, County Administrator's Office

Melissa Gallagher, Finance

Patrice Sutton, Finance

Shane Schneider, Division of Transportation

Electronically:

Ann Maine, Board Member

Anthony Miceli, Speer Financial

Anthony Vega, County Clerk's Office

Arnold Donato, Stormwater Management

Kevin Quinn, Communications

Barbara Adams, Donahue and Rose, PC

Brea Barnes, Finance

Carissa Casbon, Board Member

Carl Kirar, Facilities and Construction Services

Cassandra Hiller, County Administrator's Office

Claudia Gilhooley, 19th Judicial Circuit Court

Clay Johnson, Lindenhurst Village Administrator

Demar Harris, Workforce Development

Diane Hewitt, Board Member

Erik Karlson, Enterprise Information Technology
Erika Osinski, Human Resources
Errol Lagman, Finance
Esiah Campos, Board Member
Janna Philipp, County Administrator's Office
Jerial Jorden-Woods, Finance
Jon Nelson, Division of Transportation
Karen Brush, County Clerk's Office
Kevin Carrier, Division of Transportation
Kevin Dominguez, Finance
Kevin Quinn, Communications
Krista Kennedy, Finance
Kurt Woolford, Stormwater Management
Mary Crain, Division of Transportation
Melanie Nelson, State's Attorney's Office
Michael Wheeler, Finance
Monica McClain, Human Resources
Nick Principali, Finance
Nicole Rogers, Finance
Bob Glueckert, Chief County Assessment Officer
Ruby Acosta, Finance
RuthAnne Hall, Purchasing
Sandy Hart, County Board Chair
Stacy Davis-Wynn, Purchasing
Terri Kath, Enterprise Information Technology
Theresa Glatzhofer, County Board Office
Tiffany Becker, Facilities and Construction Services
Vernesha Lawrence, Finance
Yvette Albarran, Purchasing
Yvonne Mendoza, Finance

4. Addenda to the Agenda

There were no additions or amendments to the agenda.

5. Public Comment (Items Not on the Agenda)

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 - 8.7)

MINUTES

8.1 23-1348

Committee action approving the Financial and Administrative Committee Minutes from August 31, 2023.

Attachments: [F&A 8.31.23 Final Minutes](#)

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

8.2 23-1349

Committee action approving the Financial and Administrative Committee Minutes from September 7, 2023.

Attachments: [F&A 9.7.23 Final Minutes](#)

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

REPORTS

8.3 23-1321

Report from Anthony Vega, Lake County Clerk Recording Division, for the month of August 2023.

Attachments: [August 2023](#)

A motion was made by Member Clark, seconded by Member Kyle, that this report 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

8.4 23-1312

Joint resolution appropriating \$25,000 of Matching Tax funds for cellular phone service to communicate with various Lake County Division of Transportation field assets, including traffic signals, cameras, and snow and ice equipment and integration with Lake County PASSAGE.

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

8.5 [23-1323](#)

Joint resolution authorizing execution of a contract with Chicagoland Paving Contractors, Inc. of Lake Zurich, Illinois, in the amount of \$88,952.90 for the Lake County Department of Public Works (LCPW) Maintenance Facility Paving Improvements in Libertyville, Illinois.

Attachments: [23-1323 Chicagoland Paving Vendor Disclosure](#)
 [23-1323 Paving Bid Tab](#)
 [23-1323 Paving Improvements Bid Docs](#)
 [23-1323 Paving Location Map](#)

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

8.6 [23-1314](#)

Joint resolution authorizing an agreement with Christopher B. Burke Engineering, Ltd. of Rosemont, Illinois, for Phase III construction engineering services for improvements to Arlington Heights Road, from Lake Cook Road to Illinois Route 83, at a maximum cost of \$2,086,056 and appropriating \$2,504,000 of Motor Fuel Tax funds.

Attachments: [23-1314 Consultant Agreement, Arlington Heights Road Reconstruction I](#)
 [23-1314 Vendor Disclosure, CBBEL](#)
 [23-1314 Location Map, Arlington Heights Road](#)

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

8.7 [23-1316](#)

Joint resolution authorizing an agreement with Civiltech Engineering, Inc. Itasca, Illinois, for professional engineering services to evaluate the feasibility of improvements at the intersection of Darrell Road and Roberts Road, at a maximum cost of \$222,295 and appropriating \$267,000 of Motor Fuel Tax funds.

Attachments: [23-1316 Consultant Agreement, Darrell and Roberts Feasibility Study Draft](#)
[23-1316 Vendor Disclosure, Civiltech](#)
[23-1316 Location Map, Darrell Road at Roberts Road](#)

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

REGULAR AGENDA

PUBLIC WORKS & TRANSPORTATION

8.8 [23-1328](#)

Ordinance providing for the payment of certain outstanding bonds of The County of Lake, Illinois, and authorizing and directing the execution of Escrow Agreement in connection therewith.

Attachments: [Memo to County Board regarding Early Payoff of SSA 16 Bonds 09-15-2023](#)
[Defeasance Ordinance.pdf](#)

Patrice Sutton, Chief Financial Officer and Joel Sensing, Assistant Director, Public Works, introduced Bill Balling, WRB, LLC Consulting, and reported on the payments of bonds for Fox Lake Hills, Grandwood Park, and the Villages of Lake Villa and Lindenhurst to obtain Lake Michigan water. Clay Johnson, Village Administrator of Lindenhurst, thanked the Committee for the work that was done and being under budget to complete the project. Discussion ensued.

A motion was made by Member Clark, seconded by Member Kyle, that this ordinance 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

8.9 [23-1318](#)

Joint resolution authorizing an agreement with the Illinois Commerce Commission (ICC), the Illinois Department of Transportation (IDOT), and the Wisconsin Central Ltd. Railroad (RAILROAD), for improvements to the North Avenue highway-rail grade crossing east of Illinois Route 83 in Antioch, Illinois.

Attachments: [23-1318 Agreement, North Avenue ICC](#)
[23-1318 Location Map, North Avenue Railroad Crossing Repairs](#)

Shane Schneider, Division of Transportation Director, reported on the railroad crossing improvements on North Avenue in Antioch, Illinois. Discussion ensued.

A motion was made by Member Pedersen, 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

FINANCIAL & ADMINISTRATIVE

Facilities and Construction Services

8.10 [23-1329](#)

Resolution authorizing an agreement with Securitas Technology, Fisher, Indiana, formerly Stanley Security, for the installation of a Key Tracking system for the Lake County Jail in the amount of \$307,610.

Attachments: [Quote](#)

[Vendor disclosure form](#)

Carl Kirar, Facilities and Construction Director, reported on the contract to install a Key Tracking system for the Lake County Jail. Discussion ensued.

A motion was made by Vice Chair Vealitzek, 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

8.11 [23-0679](#)

Director's Report - Facilities and Construction Services.

There was no Facilities and Construction Services Director's report.

Human Resources

8.12 [23-0096](#)

Director's Report - Human Resources.

There was no Human Resources Director's report.

Enterprise Information Technology

8.13 [23-1332](#)

Resolution approving a contract with CDW-G, Vernon Hills, Illinois, for security response professional services in the amount of \$192,100 for one year with the option to renew for a one-year period.

Attachments: [CDW - Incident Response CS - QUO](#)

[CDW - Incident Response CS - VDS](#)

Chris Blanding, Chief Information Officer, reported on the contract for security response professional services.

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

8.14 [23-1333](#)

Resolution authorizing an agreement with Logicalis, Inc. of Downers Grove, Illinois, to implement Cisco Thousand Eyes a network and application monitoring software with support and licensing for one-year for an estimated total of \$44,265.58 with the option to renew the support and licensing for two, 12-month periods.

Attachments: [FY23 - Logicalis Thousand Eyes - VDS](#)

[FY23 - Logicalis Thousand Eyes - QUO](#)

Chris Blanding, Chief Information Officer, reported on the software to track the health of the internal and external network. Discussion ensued.

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

8.15 [23-1334](#)

Resolution approving an agreement with CDW-G, Vernon Hills, Illinois, for Windows Server 2012 extended support for \$97,023.42 with the option to renew for one, 12-month period.

Attachments: [FY23 - CDW Windows 2012 Extended Support - QUO NNBC675](#)

[FY23 - CDW Windows 2012 Extended Support - VDS](#)

Chris Blanding, Chief Information Officer, reported on the agreement to extend support for the Windows Server 2012. 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

8.16 [23-1335](#)

Resolution authorizing an agreement with Logicalis, Inc. of Downers Grove, Illinois, for equipment, support, and licensing for the wireless expansion project in an estimated total of \$548,538 with the option to renew the support and licensing for two, 12-month periods.

Attachments: [FY23 - Logicalis Wireless Upgrade Equip. - VDS](#)

[FY23 - Logicalis Wireless Upgrade Equip. \\$548,537.10 - QUO 2023-16785](#)

Chris Blanding, Chief Information Officer, reported on the hardware and licensing agreement for the wireless expansion project.

A motion was made by Vice Chair Vealitzek, 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

8.17 [23-0097](#)

Director's Report - Enterprise Information Technology.

Vice Chair Vealitzek asked if Enterprise Information Technology (EIT) had an internal/external webpage on all projects and goals for EIT comparable to the Division of Transportation webpage. Chris Blanding, Chief Information Officer stated one does exist but is not viewable. Gary Gibson, County Administrator, stated an update will be shared with the Committee in the future. Discussion ensued.

Finance

8.18 [23-0098](#)

Director's Report - Finance.

There was no Finance Director's report.

County Administration

8.19 [23-1378](#)

Resolution approving the purchase with Pitney Bowes, Stamford, Connecticut, for a Relay® folder inserting system in the amount of \$58,204.41.

Attachments: [Pitney Bowes Vendor Disclosure Statement.pdf](#)
[Quote for Pitney Bowes.pdf](#)

Tammy Chatman, Chief Communications Officer and Alex Carr, Deputy Communications Officer, reported on purchasing a folder inserting system from Pitney Bowes. Discussion ensued.

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

9. County Administrator's Report

Gary Gibson, County Administrator, reported on the recruitment process for the Public Works Director.

10. Executive Session

A motion was made by Member Vealitzek, seconded by Member Clark, that the Committee go into executive session. The motion carried by the following roll call vote.

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

10.1 [23-0075](#)

Executive session to discuss a personnel matter pursuant to 5 ILCS 120/2 (c)(1).

10.2 [23-0072](#)

Executive Session to discuss claims, loss or risk management information, records, data, advice, or communications from or with respect to any insurer of the public body or any intergovernmental risk management association or self insurance pool pursuant to 5 ILCS 120/2 (c)(12).

10.2 [23-1364](#)

A

Committee action authorizing settlement authority.

Chair Frank stated this item is unnecessary and no formal action was taken.

10.3 [23-1372](#)

Executive Session to discuss purchase or lease of real property pursuant to 5 ILCS 120/2(c)(5).

10.4 [23-0101](#)

Executive Session to review closed session minutes pursuant to 5 ILCS 120/2 (c) (21).

10.4 [23-1350](#)

A

Committee action approving the Financial and Administrative Executive Session minutes from August 31, 2023.

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

11. Members' Remarks

Member Casbon requested the County consider providing menstrual products in County bathrooms. Discussion ensued. Committee consensus was to have staff look into options.

12. Adjournment

Chair Frank declared the meeting adjourned at 10:41 a.m.

Next Meeting: October 5, 2023

Minutes prepared by Kristy Cechini

Minutes were approved on November 2, 2023, by the Financial and Administrative Committee.