

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, August 5, 2015

1:00 PM

Assembly Room, 10th Floor

Financial and Administrative Committee

1. **Call to Order**

Chair Paxton called the meeting to order at 1:00 p.m.

Present 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Others present:

Yvette Albarran, Purchasing

Jeanne Ang, Health Department

Barry Burton, County Administrator

Chris Creighton, Finance and Administrative Services

Efren Heredia, Finance and Administrative Services

Gary Gordon, Finance and Administrative Services

Ben Gilbertson, County Administrator's Office

Matt Guarnery, Robison Guarnery Inc

Adlil Issakoo, County Administrator's Office

Jon Joy, Finance and Administrative Services

Aaron Lawlor, Lake County Board Chairman

Kimberly Mannette, Information Technology

Rodney Marion, Human Resources

Donna Jo Maki, Executive Justice Council

Amy McEwan, Deputy County Administrator

Matt Meyers, Planning, Building and Development

Jerry Nordstrom, Health Department

Jorge Ortiz, Honorable Judge

Stephen Rice, State's Attorney's Office

Ray Rose, Undersheriff

Howie Sell, Information Technology

Jennifer Serino, Workforce Development

Patrice Sutton, Finance and Administrative Services

Jeanine Thompson, Emergency Telephone System Board

Paula Trigg, Division of Transportation

Jennie Vana, Communications

Blanca Vela-Schneider, County Board Office

Ryan Waller, Assistant County Administrator

Farah Watson, Finance and Administrative Services

Dawn Wucki-Rossbach, Sheriff's Office

2. **Pledge of Allegiance**

Chair Paxton led the Pledge of Allegiance.

3. **Approval of Minutes**

3.1 **[15-0813](#)**

Minutes from July 8, 2015.

A motion was made by Member Hewitt, seconded by Member Sauer, that the minutes be approved. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

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

Member Hewitt noted the infrequency in weather notifications to County Board Members during emergency situations. County Administrator Barry Burton indicated Deputy County Administrator Amy McEwan is working with Kent McKenzie with Emergency Management on an internal standards policy that will be brought to committee for consideration.

Member Mandel inquired when a discussion will occur on the potential four cent gas tax as it relates to the Route 53 project. The consensus is to leave it up to the County Board Chairman as to when it will be discussed.

PLANNING, BUILDING & ZONING

7.1 [15-0777](#)

Joint resolution to approve an Intergovernmental Agreement with the Village of Fox Lake for the Lake County Department of Planning, Building and Development to provide plumbing inspection services for the Village.

Matt Meyers of Planning, Building and Development reported the Village of Fox Lake has requested Lake County perform its plumbing inspections, which requires a state licensed plumber. Staff has analyzed the requested and has determined it can adequately accommodate the additional work without requiring additional staff. Member Mandel applauded the shared services effort but suggested staff continue to reach out to other communities to see if Lake County can be of service. Discussion ensued.

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

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

LAW & JUDICIAL

7.2 [15-0785](#)

Joint resolution authorizing a contract with Call One of Chicago, Illinois, for the emergency procurement of network communication solutions for Lake County Emergency Telephone System Board (ETSB) in the amount of \$62,340.

Jeanine Thompson of the Emergency Telephone System Board indicated that the County is in the process of switching to a Countywide radio communications system. Inclement weather has delayed the completion of the final wireless tower and Ms. Thompson requested that the County renew a one year agreement with Call One to allow for the work to be completed.

A motion was made by Member Mandel, seconded by Member Sauer, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.3 [15-0792](#)

Joint resolution authorizing the renewal of the State's Attorney's Multi-Jurisdictional Drug Prosecution grant program, awarded by the Illinois Criminal Justice Information Authority (ICJIA), including \$163,886 in federal funds.

Deputy County Administrator Amy McEwan reported this grant will support staff at the State's Attorney's Office for drug related prosecution efforts.

A motion was made by Member Sauer, seconded by Member Rummel, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.4 [15-0793](#)

Joint resolution authorizing the renewal of the State's Attorney's Crime Analysis grant program, awarded by the Illinois Criminal Justice Information Authority (ICJIA), including \$51,579 in federal funds.

Deputy County Administrator Amy McEwan reported the grant will be used to support the Crime Analyst position in the State's Attorney's Office.

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

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.5 [15-0789](#)

Ordinance to establish civil alternate juror fees pursuant to Public Act 098-1132.

Finance and Administrative Services Director Gary Gordon reported new legislation has increased the juror fee to \$25 first day and \$50 every day after. The legislation also requires an alternate juror fee for civil cases. After looking at actual costs for providing this service, staff is recommending a fee of \$175.

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

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.6 [15-0780](#)

Joint resolution approving a contract with Spray Insulation, Inc. of Morton Grove, Illinois, and further authorizing assignment of that contract to Clark Construction Group LLC of Chicago, Illinois, as Construction Manager at Risk (CMAR) for the insulation work for the Lake County courthouse expansion project in the amount of \$226,600.

Matt Guarnerly of RGI requested items 7.6 through 7.9 be considered jointly. He provided a brief update of the Courthouse Expansion Project, noting 75 percent of the earth retention work is complete and excavation has begun. The bridge work, the roof work, interior glazing and architectural glass work, and interior insulation total just over \$1,320,000. He indicated 23 project awards have been made and 18 are left to be awarded. Mr. Guarnerly clarified that approximately half of the bridge will be demolished and reconstructed.

A motion was made by Member Hewitt, seconded by Member Rummel, that items 7.6 through 7.9 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.7 [15-0781](#)

Joint resolution awarding a contract with Bennet & Brosseua Roofing, Inc. of Romeoville, Illinois, and further authorizing assignment of that contract to Clark Construction Group LLC of Chicago, Illinois, as Construction Manager at Risk (CMAR) for the Roofing Work for the Lake County courthouse expansion project in the amount of \$648,000.

A motion was made by Member Hewitt, seconded by Member Rummel, that items 7.6 through 7.9 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.8 [15-0782](#)

Joint resolution accepting a contract with Architectural Glass Works, Inc. of Tinley Park, Illinois, and further authorizing assignment of that contract to Clark Construction Group LLC of Chicago, Illinois, as Construction Manager at Risk (CMAR) for the Interior Glazing Work for the Lake County courthouse expansion project in the amount of \$279,440.

A motion was made by Member Hewitt, seconded by Member Rummel, that items 7.6 through 7.9 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.9 [15-0783](#)

Joint resolution authorizing a contract with Brandenburg Industrial Service Co. of Chicago, Illinois and further authorizing assignment of that contract to Clark Construction

Group LLC of Chicago, Illinois, as Construction Manager at Risk (CMAR) for the Bridge Demolition Work for the Lake County courthouse expansion project in the amount of \$167,975.

A motion was made by Member Hewitt, seconded by Member Rummel, that items 7.6 through 7.9 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

HEALTH & COMMUNITY SERVICES

7.10 [15-0787](#)

Joint resolution authorizing a four-year agreement with Illinois Department of Employment Security (IDES) and Central Management Services (CMS) of the State of Illinois to occupy space at the Waukegan Job Center.

Gary Gibson of Workforce Development indicated this agreement is with the Illinois Department of Employees Security (IDES) for four IDES employees to be located at the Lake County Job Center.

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

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.11 [15-0791](#)

Joint committee action approving agreement modification 1 for agreements with qualified providers to conduct In-School and Out-of-School services as part of the Lake County Workforce Development Department's Youth Programs in the amount of \$728,640.

Gary Gibson indicated that this is the second year of the In-School, Out-of-School youth programs. He recommended that the current providers be renewed as part of the federal Workforce Innovation and Opportunity Act. He noted that the YouthBuild manufacturing program did not yield as much success as hoped so YouthBuild will go back to its previous program.

A motion was made by Member Carlson, seconded by Member Mandel, that this committee action item be approved. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.12 [15-0688](#)

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Workforce Innovation and Opportunity Act (WIOA) Title I Adult, Dislocated Worker, and Youth Activities Program Allocations and authorizing an emergency appropriation in the amount of \$499,647 for Lake County Workforce Development.

Jennifer Serino reported this grant is an increase to its previous grant that is received on

an annual basis.

A motion was made by Member Carlson, seconded by Member Rummel, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.13 [15-0814](#)

Presentation regarding the Zion Health Center Facility.

Assistant County Administrator Ryan Waller provided a brief update of the Zion Health Center Facility. This item will come for the Committee's consideration later next month.

PUBLIC WORKS & TRANSPORTATION

7.14 [15-0812](#)

Joint resolution authorizing an agreement for sanitary sewer service and easement with NorthBridge Church Inc., Antioch, Illinois.

A motion was made by Member Taylor, seconded by Member Rummel, that items 7.14 through 7.23 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Member Carlson, Member Hewitt, Member Mandel, Member Rummel, Member Sauer and Vice Chair Taylor

7.15 [15-0800](#)

Joint resolution authorizing an agreement with the Village of Hainesville for the construction of a bikepath, as well as sanitary sewer work to be completed as part of the Washington Street Project, from Haryan Way to west of Hainesville Road, and designated as Section 11-00121-10-WR.

A motion was made by Member Taylor, seconded by Member Rummel, that items 7.14 through 7.23 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.16 [15-0797](#)

Joint resolution authorizing an agreement with the Avon Township Road District for the construction of a sidewalk along Washington Street and certain drainage and roadway improvements to Lakeside Drive as part of the Washington Street Project, from Haryan Way to west of Hainesville Road, and designated as Section 11-00121-10-WR.

A motion was made by Member Taylor, seconded by Member Rummel, that items 7.14 through 7.23 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.17 [15-0774](#)

Joint resolution authorizing an agreement for consulting engineering services with Gewalt Hamilton Associates, Inc., Vernon Hills, Illinois, at a maximum cost of \$34,604.87, for Phase II design engineering services for the traffic signal installation at Lewis Avenue at 29th Street, appropriating \$45,000 of ¼% Sales Tax for Transportation funds, and designated as Section 14-00089-07-TL.

**A motion was made by Member Taylor, seconded by Member Rummel, that items 7.14 through 7.23 be recommended for adoption to the County Board agenda.
Motion carried by voice vote.**

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.18 [15-0799](#)

Joint resolution authorizing an agreement with DLZ Illinois, Chicago, Illinois, at a maximum cost of \$41,653.41, for Phase II design engineering services, adding approximately 11 Pan Tilt Zoom (PTZ) cameras, 8,000 feet of fiber optic cable, four wireless connections and one cellular connection to expand the network to Lake County PASSAGE along various routes in Lake County, appropriating \$50,000 of ¼% Sales Tax for Transportation funds, and designated as Section 16-00268-14-TL.

**A motion was made by Member Taylor, seconded by Member Rummel, that items 7.14 through 7.23 be recommended for adoption to the County Board agenda.
Motion carried by voice vote.**

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.19 [15-0802](#)

Joint resolution authorizing an agreement for professional engineering services with Infrastructure Management Services (IMS), Rolling Meadows, Illinois, at a maximum cost of services described as \$70,000, for the annual pavement testing services and associated components, appropriating \$85,000 of Matching Tax funds, and designated as Section 15-00219-00-ES.

**A motion was made by Member Taylor, seconded by Member Rummel, that items 7.14 through 7.23 be recommended for adoption to the County Board agenda.
Motion carried by voice vote.**

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.20 [15-0775](#)

Joint resolution appropriating \$1,625,000 of Motor Fuel Tax funds for the maintenance and electrical service of traffic control signals, street lights, and Lake County PASSAGE field elements from December 1, 2015 to November 30, 2016, and designated as Section 16-00000-01-GM.

**A motion was made by Member Taylor, seconded by Member Rummel, that items 7.14 through 7.23 be recommended for adoption to the County Board agenda.
Motion carried by voice vote.**

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.21 [15-0803](#)

Joint resolution authorizing a contract to Hoerr Construction, Inc., Peoria, Illinois, in the amount of \$152,530, for the replacement or repair of two corrugated steel culvert pipes, at various locations on the Lake County highway system, and designated as Section 14-00999-06-DR.

A motion was made by Member Taylor, seconded by Member Rummel, that items 7.14 through 7.23 be recommended for adoption to the County Board agenda.

Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.22 [15-0773](#)

Joint resolution authorizing a contract with Peter Baker & Son Company, Lake Bluff, Illinois, in the amount of \$179,917.33, for the pulverization of the existing pavement on Delany Road, hot-mix asphalt surface removal, Class D patching and hot-mix asphalt leveling binder course and surface course lifts on Edwards Road and the addition of hot-mix asphalt binder and hot-mix surface courses in Newport Township Road District, and designated as Section 15-11104-02-GM.

A motion was made by Member Taylor, seconded by Member Rummel, that items 7.14 through 7.23 be recommended for adoption to the County Board agenda.

Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.23 [15-0804](#)

Joint resolution appropriating a supplemental amount of \$450,000 of ¼% Sales Tax for Transportation funds for the acquisition of necessary right of way, by agreement or condemnation, and other right of way costs associated with the Rollins Road Gateway Improvement at the intersections of Illinois Route 83/Rollins Road/Hainesville Road, and designated as Section 08-00080-56-BR.

A motion was made by Member Taylor, seconded by Member Rummel, that items 7.14 through 7.23 be recommended for adoption to the County Board agenda.

Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

FINANCIAL & ADMINISTRATIVE

7.24 [15-0820](#)

Resolution authorizing the implementation of a Lake County Economic Incentive Policy.

Adlil Issakoo of the County Administrator's Office presented the revised draft economic incentive policy. This draft includes revisions as discussed in Committee and incorporates modifications requested by the Lake County Board Chairman Aaron Lawlor.

Discussion ensued as to when an economic incentive package might be offered.

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

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

County Administrator's Report

Chair Paxton moved item 9.1 up on the agenda.

9.1 [15-0822](#)

Presentation of the Five Year County Capital Improvement Plan (CCIP).

County Administrator Barry Burton indicated that Committee requested a report of all the projects that are occurring, projects that are expected to occur, and projects that have not yet been addressed. Finance and Administrative Services Director Gary Gordon provided an overview of complete and current projects. The Five Year Capital Improvement Plan focuses on non road, non public works projects. The 2016 projects are based on the sweep that occurred coming out of 2014 budget season with an estimate for the rest of the sweep years. He reviewed potential one time projects as well as other anticipated projects. He noted the CRIMS replacement is not included in the five year plan. Discussion ensued.

8. Executive Session

Executive Session was entered at 1:50 p.m.

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

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

8.1 [15-0786](#)

Executive session to discuss probable/imminent litigation pursuant to 5 ILCS 120/2(c) (11).

A motion was made by Member Rummel, seconded by Member Sauer, that this item be discussed. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

A motion was made by Member Carlson, seconded by Member Rummel, to come out of executive session. The motion carried unanimously.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

9. County Administrator's Report Continued

Patrice Sutton of Finance and Administrative Services presented the Economic Indicator Report. County Administrator Barry Burton reported the significant number of vacancies

in the Sheriff's Office has resulted in increased overtime for existing positions. Staff has met with the Sheriff's Office to address the issue. Finance and Administrative Services Director Gary Gordon noted that although overtime is high, the vacancies in the salaries offsets it.

Chair Lawlor indicated the Route 53 project will be discussed with the entire Board at a Committee of the Whole.

10. Adjournment

The meeting was adjourned at 2:24 p.m.

A motion was made by Member Sauer, seconded by Member Carlson, to adjourn. The motion carried unanimously.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Meeting minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

Chairman

Vice-Chairman

Finance and Administrative Committee