

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, February 6, 2013

1:00 PM

Assembly Room

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 Pat Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

Others present:

Gary Gordon, County Administrator

Aaron Lawlor, County Board Chair

Amy McEwan, County Administrator's Office

Ryan Waller, County Administrator's Office

Gary Gordon, Finance & Administrative Services

Patrice Sutton Burger, Finance & Administrative Services

RuthAnne Hall, Finance & Administrative Services

Sabrina Cotta, Finance & Administrative Services

Brandy Schroff, Finance & Administrative Services

Yvette Albarran, Finance & Administrative Services

Chris Creighton, Finance & Administrative Services

Efren Heredia, Finance & Administrative Services

Anita Patel, Finance & Administrative Services

Mike Warner, Stormwater Management Commission

Christine Gaynes, Stormwater Management Commission

Kevin Lyons, Sheriff's Office

Paula Trigg, Division of Transportation

Doretha Johnson, Division of Transportation

Keith Brin, Circuit Clerk's Office

Dan Jasica, State's Attorney's Office

Brittany Albrecht Sloan, Department of Public Works

Jennifer Serino Stasch, Workforce Development

Megan De Mejie, Planning, Building & Development

Brooke Hooker, Communications

Martin Paulson, Assessor's Office

Robert Szarzynski, Human Resources

Karla Hasty, Human Resources

Kirk Talbott, IT

Jane Tallitsch, County Board Office

2. Pledge of Allegiance

Chair Paxton lead the group in the Pledge of Allegiance.

3. Approval of Minutes

There were no minutes to approve.

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

7.1 [13-0128](#)

Joint resolution authorizing emergency appropriations for FY 2013 in various funds for certain projects, items and activities, which were budgeted in the prior year and not completed.

Patrice Sutton Burger, Financial & Administrative Services, presented. She briefly went through the list of carryovers for the Committee.

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

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

7.2 [13-0129](#)

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

Patrice Sutton Burger, Finance & Administrative Services, presented. She briefly went through the line item transfers.

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

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

Planning, Building & Zoning

7.3 [13-0102](#)

Joint ordinance authorizing the amount of \$2,760,000 in the Stormwater Management Commission budget (Fund 212) to be utilized for the purpose of purchasing the Gurnee Grade School. The amount will be reimbursed through a grant awarded by the Illinois Department of Commerce and Economic Opportunity for the acquisition and demolition of the Gurnee Grade School, District 56, 900 Kilbourne Road, Gurnee, Illinois, Lake County.

Mike Warner and Chris Gaynes, Stormwater Management Commission, presented. This ordinance pertains to the buyout of Gurnee Grade School. The Illinois Department of Commerce and Economic Opportunity will reimburse Stormwater Management through a grant. The school floods and this purchase will allow for the destruction of the building which is currently on a flood plain. This school had to be sandbagged 9 times since 1998. It was originally built in 1954 before floodplains were developed. If the cost of demolition goes over the grant funds, the school district has agreed to cover any overage.

A motion was made by Member Carlson, seconded by Member Rummel, that this ordinance be approved and recommended to the County Board for adoption. The motion carried by the following vote:

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

7.4 [13-0105](#)

Joint resolution authorizing an emergency appropriation in the amount of \$977,736 in the Stormwater Management Commission budget (Fund 212) to be reimbursed by the Illinois Emergency Management Agency for the acquisition and demolition of five (5) floodprone properties throughout Lake County.

Mike Warner, Stormwater Management Commission, presented. This is for the purchase of 5 floodprone properties. Mike Werner indicated that there are a couple thousand structures in the County eligible for buyout. About 200 have been purchased over the past years. It is an open program that is advertised for. There is one additional grant being worked on at this time for a future buyout. Member Mandel asked that each Member be provided with a list of properties in their districts to help get the word out.

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

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

7.5 [13-0121](#)

Joint resolution authorizing the State's Attorney of Lake County to institute legal action against certain named properties for the demolition of dangerous and unsafe or uncompleted and abandoned structures on said properties.

Brittany Sloan, Planning Building & Zoning, presented. This resolution is the request to take legal action against an owner whose property has been abandoned or is dangerous, unsafe or uncompleted. This particular structure is a dilapidated, single family dwelling that has a shed roof. Brittany Sloan was introduced as the new interim Director.

A motion was made by Member Taylor, seconded by Member Mandel, that this resolution be approved and recommended to the County Board for adoption. The motion carried by the following vote:

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

Health & Community Services

7.6 [13-0150](#)

Joint resolution authorizing a contract with Lake County Residential Development Corporation (LCRDC) to develop rental housing, as authorized by the 2010 Annual Action Plan Substantial Amendment for the Neighborhood Stabilization Program, Round 3 (NSP3).

Mary Ellen Tamasy, Lake County Residential Development, presented. This resolution

allows the County to enter into a contract to develop rental housing.

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

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

7.7 [13-0109](#)

Joint resolution authorizing a contract with GSF USA, Inc., Buffalo Grove, Illinois, for janitorial and housekeeping services at Winchester House for a one year period, with four one year renewals, in the estimated annual amount of \$491,964.

RuthAnne Hall, Finance & Administrative Services, presented. Item 7.7 is for janitorial services to Winchester House. It is a 1 year contract with 4, 1-year renewal options.

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

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

7.8 [13-0106](#)

Joint resolution authorizing a contract with Perfect Cleaning Service Corporation, Chicago, Illinois for janitorial and housekeeping services at various Lake County Health Department facilities for a one year period, with four one year renewals, in the estimated annual amount of \$474,916.

RuthAnne Hall, Finance & Administrative Services, presented. Item 7.8 is for janitorial services to 19 of the Health Department facilities. It is a 1 year contract with four, 1-year renewal options.

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

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

7.9 [13-0181](#)

Joint resolution authorizing an emergency appropriation in the amount of \$1,134,019 in the FY 2012 budget as a result of one new grant, grant increase and other revenue increases.

Pam Riley, Health Department, presented. This is for different grants received.

A motion was made by Member Carlson, seconded by Member Taylor, that this resolution be approved and recommended to the County Board for adoption. The motion carried by the following vote:

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

7.10 [13-0171](#)

Joint resolution authorizing an emergency appropriation totaling \$5,283,144.73 to Workforce Development's County Fiscal Year 12 budget for WIA, 1EC, Trade, and Incentive grants awarded by the Illinois Department of Commerce and Economic Opportunity (DCEO).

Jennifer Serino Stasch, Workforce Development, presented. Several grants were received to fund programs provided by Workforce Development.

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

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

Law & Judicial

7.11 [13-0063](#)

Joint resolution authorizing an emergency appropriation and acceptance of a grant award in the amount of \$8,800 for a Tobacco Enforcement program from the State of Illinois Liquor Control Commission

Kevin Lyons, Sheriff's Department, presented. This is a grant to cover tobacco enforcement in Lake County.

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

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

7.12 [13-0111](#)

Joint resolution authorizing a contract with Securus Technologies of Dallas, Texas to provide inmate phone and video visitation system services for the Lake County Jail.

RuthAnne Hall, Finance & Administrative Services, presented. This authorizes a contract with Securus Technologies to provide inmate phone and video visitation at the jail. This contract covers the phones in each of the pods but also allows for video visitation system which would limit the transport of inmates. They are hoping this can be accessed from home. This will reduce personnel used and it will increase the time loved ones can connect with their loved ones. This is a revenue based contract. Inmates, friends and/or family pay for the services.

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

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

7.13 [13-0140](#)

Joint resolution authorizing an amendment for an extension and increase of funding for

the 2009 American Reinvestment and Recovery Act (ARRA) JAG Grant #809036 interagency agreement, a federal ARRA grant administered through the Illinois Criminal Justice Information Authority (ICJIA), which will continue to support a victim witness counselor in the State's Attorney's Office through September 30, 2013, and an emergency appropriation of \$10,737.

Amy McEwan, County Administrator's Office, presented. This resolution is for the receipt of grant funds to support a victim witness counselor in the State's Attorney's Office.

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

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

7.14 [13-0067](#)

Joint resolution authorizing the acceptance of a grant award in the amount of \$10,582.42 for a Local Alcohol Program from the Illinois Department of Transportation.

Kevin Lyons, Sheriff's Office, presented. This resolution is for grant money receipted to support the Local Alcohol Program.

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

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

Public Works & Transportation

7.15 [13-0174](#)

Joint resolution adopting membership expansion principles between the County and the Central Lake County Joint Action Water Agency (CLCJAWA).

Chair Paxton indicated that he hoped to take all of these items together. Member Taylor did make mention that most of the PWT Committee items will be for road projects since this is a very busy year for transportation. Member Taylor asked department heads to speak on items coming from their committees, if they feel something is important to bring to the attention of the F&A Committee.

Member Mandel commented on the CLCJAWA item and spoke on sustainability.

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

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

7.16 [13-0112](#)

Joint resolution appropriating \$120,000 of Motor Fuel Tax funds to upgrade existing traffic signal heads to LED and install Uninterrupted Power Supplies (UPS) at a maximum of 14

intersections, and designated as Section 13-00000-11-GM.

Member Mandel asked for confirmation as to how motor fuel tax is used. Paula Trigg, Division of Transportation, explained how the Motor Fuel Tax is collected and spent.

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

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

7.17 [13-0130](#)

Joint resolution authorizing an agreement between Lake County and ECS Midwest, LLC, Buffalo Grove, Illinois, for material inspections for the FY2013 Lake County Division of Transportation (LCDOT) highway construction program at a maximum cost for services described as \$87,685, appropriating \$90,000 of Matching Tax funds, and designated as Section 13-00000-05-EG.

No discussion.

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

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

7.18 [13-0137](#)

Joint resolution appropriating \$610,000 of ¼% Sales Tax for Transportation and Public Safety funds, authorizing acquisition of ten acres of wetland mitigation bank credits in the Fox River Basin from The Big Sag Wetland Conservancy, Inc., and designated as Section 13-00000-12-ES.

No discussion.

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

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

7.19 [13-0135](#)

Joint resolution appropriating \$455,000 of Motor Fuel Tax funds for the 2012 and 2013 microsurfacing of Wadsworth Road and Kilbourne Road, and designated as Section 13-00999-43-RS.

No discussion.

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

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

7.20 [13-0145](#)

Joint resolution appropriating \$5,325,000 of Motor Fuel Tax funds, \$295,000 of County Bridge Tax funds and \$120,000 of ¼% Sales Tax for Transportation and Public Safety funds for the resurfacing of Delany Road, from Wadsworth Road to Illinois Route 173, Dilleys Road, from Illinois Route 132 to Wadsworth Road, and Kilbourne Road, from Russell Road to the State Line, and designated as Section 12-00999-33-RS.

No discussion.

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

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

7.21 [13-0146](#)

Joint resolution appropriating \$1,395,000 of Matching Tax funds for the reconstruction of Fairfield Road, from north of Grand Avenue to south of Petite Lake Road, and designated as Section 00-00180-01-RS.

No discussion.

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

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

7.22 [13-0147](#)

Joint resolution authorizing the execution of an agreement with the State of Illinois/Illinois Department of Transportation (IDOT) for the use of federal highway funds for the widening and reconstruction of Washington Street, from Cedar Lake Road to Hainesville Road, appropriating \$4,015,000 of ¼% Sales Tax for Transportation and Public Safety funds, and designated as Section 05-00121-07-WR.

No discussion.

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

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

7.23 [13-0148](#)

Joint resolution authorizing the execution of an agreement with V3 Companies of Illinois, Woodridge, Illinois, for Phase III construction engineering services for the widening and reconstruction of Washington Street, from Cedar Lake Road to Hainesville Road, at a maximum cost of \$774,078.85, and designated as Section 05-00121-07-WR.

No discussion.

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

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

7.24 [13-0176](#)

Joint resolution appropriating \$2,625,000 of Motor Fuel Tax funds for the resurfacing of Hart Road, from Lake Cook Road to US Route 14, and Darrell Road, from Roberts Road to Illinois Route 176, and designated as Section 12-00999-37-RS.

No discussion.

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

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

7.25 [13-0177](#)

Joint resolution appropriating \$1,235,000 of Motor Fuel Tax funds for the resurfacing of Monaville Road, from Cedar Lake Road to Illinois Route 83, and designated as Section 12-00168-09-RS.

No discussion.

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

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

7.26 [13-0149](#)

Joint resolution authorizing a contract for the installation of 1,000 lineal feet of storm sewer and drainage structures to replace the failing drain tile in the Four Corners Drainage Basin, and designated as Section 10-00070-08-DR.

No discussion.

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

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

7.27 [13-0178](#)

Joint resolution appropriating a supplemental amount of \$580,000 of the ¼% Sales Tax for Transportation and Public Safety funds to reimburse the Illinois Department of Transportation (IDOT) for the acquisition of necessary right-of-way by agreement or

condemnation, and other right-of-way costs associated with the proposed intersection improvement of Wadsworth Road at Illinois Route 131, and designated as Section 03-00033-12-CH.

No discussion.

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

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

7.28 [13-0180](#)

Joint resolution authorizing an agreement with the State of Illinois/Illinois Department of Transportation (IDOT) for the utilization of federal highway funds for the installation of Adaptive Traffic Signal Control and traffic signal modernization along Aptakisic Road, from Brandywyn Lane to Parkway Drive, and along Gilmer Road, from Fremont Center Road to Midlothian Road, appropriating \$2,140,000 of ¼ % Sales Tax for Transportation and Public Safety funds for this improvement, and designated as Sections 11-00088-19-TL and 11-00999-23-TL.

No discussion.

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

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

7.29 [13-0131](#)

Joint resolution authorizing the execution of a contract with Civiltech Engineering, Inc., Itasca, Illinois, for Phase II design engineering services to construct a railroad pedestrian crossing and connecting existing sidewalk at Aptakisic Road and the Wisconsin Central Railroad crossing at a maximum cost of services described as \$74,785, appropriating \$90,000 of ¼% Sales Tax for Transportation and Public Safety funds, and designated as Section 12-00088-20-RR.

No discussion.

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

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

Financial & Administrative

7.30 [13-0141](#)

Discussion of the SAS No. 114 letter, "The Auditor's Communication with Those Charged with Governance".

Patrice Sutton Burger, Finance & Administrative Services, presented. Patrice provided

the FY2012 Fourth Quarter Financial Report. Baker Tilly will be on site the last week of February, should anyone have questions they'd like to ask. They will also be doing spot work in various departments through April. On April 15 there will be a draft report with the final report being issued by May 15.

This matter was discussed

7.31 [13-0144](#)

Resolution authorizing an emergency appropriation in the amount of \$7,822.50 in the 2008 Bond Construction Projects Fund FY12 budget in order to expend remaining cash proceeds of the Series 2008 bond issuance.

Gary Gordon, Finance & Administrative Services, presented. There is approximately \$7800 left over from the Central Permit Facility construction project. They would like to use this for a project and would like to use these funds for building improvement expenses incurred.

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

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

7.32 [13-0151](#)

Resolution authorizing an emergency appropriation in the amount of \$86,000 in the GIS Automation Fee Fund FY12 budget in order to transfer all collected fees into the General Fund to offset GIS costs.

Gary Gordon, Finance & Administrative Services, presented. Revenue came in higher than budgeted for GIS. They would like to transfer the excess funds to the General Fund to offset GIS costs. Kirk Talbott, IT, offered additional detailed information with respect to GIS mapping and flyovers.

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

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

7.33 [13-0179](#)

Resolution authorizing a contract with Requordit, Inc., Antioch, Illinois for the various Hyland OnBase Licenses for the Lake County enterprise content management software in the amount of \$66,186.

Kirk Talbutt, IT, presented. This is a resolution to renew licenses for document management. This is lowering the cost \$2,000 a year.

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

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

7.34 [13-0201](#)

Resolution accepting the donation of burial plots to be used for the burial of indigent persons.

Amy McEwan, County Administrator's Office, presented. A private citizen asked to donate burial plots to the County. A policy will be forthcoming as to what items the County can accept and whether or not they need committee approval.

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

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

8. **Executive Session**

8.1 [13-0188](#)

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

A motion was made by Member Carlson, seconded by Member Rummel, that Committee go into executive session to discuss three personnel matters. The motion carried by the following vote:

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

8.2 [13-0189](#)

Committee action regarding personnel matter.

A motion was made by Member Rummel, seconded by Member Carlson, to approve the reclassification from a grade level 14 to a grade level 16. Motion carried by the following vote:

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

8.3 [13-0190](#)

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

8.4 [13-0191](#)

Committee action regarding personnel matter.

A motion was made by Member Carlson, seconded by Member Rummel, that a 2.75% raise be provided to the Board of Review and eliminate mileage compensation effective with the next pay period. Motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Taylor

Nay: 1 - Member Sauer

Committee action regarding personnel matter.

A motion was made by Member Sauer, seconded by Member Mandel, an increase in pay be given to Assistant County Administrator in the amount \$120,000, effective with the next pay schedule. Motion carried by the following vote:

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

8.5 [13-0192](#)

Executive session to discuss pending litigation 5 ILCS 120/2(c)(11).

Motion made by Member Carlson, seconded by Member Rummel, that Committee go into executive session to discuss pending litigation. The motion carried by the following vote:

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

8.6 [13-0182](#)

Committee Action to provide authorization to enter into a settlement agreement with Business Storage Incorporated, DBA Paper Tiger Document Solutions.

A motion was made by Member Carlson, seconded by Member Rummel, approve the settlement agreement with Paper Tiger. The motion carried by the following vote:

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

9. **County Administrator's Report**

Patrice Sutton Burger, Finance & Administrative Services, provided the Economic Indicator Report. This is a very helpful tool and is used in various ways. This report is provided on the Employee Services Portal. Discussion ensued. Committee asked that the reports be provided in advance to provide for time to review.

9.1 [13-0195](#)

Discussion on revising the Lake County directory.

Jennie Vana, Communications, spoke on the County directory. She is asking the Committee for approval to no longer print the directory and replace it with a much simpler directory. The cost would decrease from \$3.00 to 8 cents per directory. Committee agreed with the staff recommendations.

10. **Adjournment**

A motion was made by Member Rummel, seconded by Member Mandel, that this meeting be adjourned at 3:04 p.m. Motion carried by the following vote:

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

Minutes prepared by Jane Tallitsch.

Respectfully submitted,

Chairman

Vice-Chairman

Financial and Administrative Committee