

Lake County Illinois

Meeting Location:
18 N. County Street (10th FL)
Waukegan, IL 60085



Agenda Report - Final

Thursday, July 29, 2021

8:30 AM

The public can register to attend remotely at
<https://bit.ly/2UZf2Y5>

Financial & Administrative Committee

PUBLIC ATTENDANCE: There are two options for the public to attend the meeting: (1) in-person attendance on the 10th Floor of the County Administrative Tower, 18 N. County Street, Waukegan, Illinois, or (2) remote / virtual attendance through registration at the link on the front page of this agenda.

RECORDING: Meetings, including Public Comment, will be recorded.

PUBLIC COMMENT: The public will be afforded time to comment on matters related to the business of the County Board. A total of 30 minutes will be permitted for Public Comment and no more than three minutes per Comment. 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.

Individuals attending in-person or remotely may present their Public Comment during the meeting. Individuals not in attendance 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)). Public Comment will proceed in the following order: (1) Public Comment by individuals in attendance on the 10th Floor, (2) Public Comment by individuals who registered via the link on the front page of the agenda and are attending remotely , and then (3) written comments.

Individuals providing Public Comment will provide the following information:

- * Meeting: F&A Committee (Subject line for written Public Comment)
- * Name (REQUIRED)
- * Topic or Agenda Item # (REQUIRED)
- * Street Address, City, State (Optional)
- * Phone Number (Optional)
- * Organization/Agency/etc. Represented (If representing yourself, put "Self")

***To view County Board Rules, click here: <https://bit.ly/3idRdrV> ***

Chair's determination of need to meet by audio or video conference has been rescinded.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call of Members
4. Addenda to the Agenda
5. Public Comment (Items Not on the Agenda)
6. Chair's Remarks
7. Unfinished Business
8. New Business

CONSENT AGENDA (Items 8.1 - 8.8)

Approval of Minutes

8.1 [21-1088](#)

Minutes from July 1, 2021.

Attachments: [F&A 7.1.21 Final Minutes](#)

PUBLIC WORKS, PLANNING & TRANSPORTATION

8.2 [21-1071](#)

Joint resolution appropriating \$806,400 of Motor Fuel Tax funds for maintaining streets and highways, including utility services, under the applicable Illinois Highway Code, from December 1, 2021, to November 30, 2022, and \$200,000 of Matching Tax funds for de-icing materials.

- In order to perform routine and necessary highway maintenance, the Division of Transportation must purchase Patrol One general maintenance materials and services.
- Patrol One general maintenance materials and services may include, but not be limited to, supplies such as paint, signposts, shoulder aggregate, and de-icing materials, as well as utility services and repairs.
- This project is included in the Transportation Improvement Program, and designated as Section 22-00000-00-GM.

8.3 [21-1072](#)

Joint resolution authorizing a contract with Acura Inc., Bensenville, Illinois, in the amount of \$110,887 for concrete patching on various County highways, which will be improved under the Illinois Highway Code and appropriating \$135,000 of Motor Fuel Tax funds.

- Each year the County undertakes patching of its concrete pavements to preserve pavement life and surface quality, including repairing damaged sidewalk, curbs, and gutters.

- This patching and repairing is done on isolated sections of pavements and is included in the Transportation Improvement Program, but not listed individually.
- There was a public call for bids, and a total of four bids were received, ranging from \$110,887 to \$214,923, and the lowest responsible bidder is Acura Inc., Bensenville, Illinois, in the amount of \$110,887.
- This improvement is designated as Section 21-00000-10-GM.

Attachments: [21-1072 Bid Tab, 2021 Concrete Patching](#)

[21-1072 Vendor Disclosure, Acura](#)

[21-1072 Location Map, 2021 Concrete Patching](#)

8.4 [21-1073](#)

Joint resolution authorizing a contract for the replacement of a drain tile on Old McHenry Road, east of US Route 12, to Campanella and Sons, Inc., Wadsworth, Illinois, in the amount of \$63,024.45, and appropriating \$80,000 of County Bridge Tax funds.

- This project is included in the Transportation Improvement Program with construction planned in 2021, and designated as Section 20-00085-11-DR.
- A total of five bids were received, ranging from \$63,024.45 to \$98,312, and the lowest responsible bidder is Campanella and Sons, Inc., Wadsworth, Illinois, in the amount of \$63,024.45.

Attachments: [21-1073 Bid Tab, Old McHenry Road](#)

[21-1073 Vendor Disclosure, Campanella](#)

[21-1073 Location Map, Old McHenry Road](#)

8.5 [21-1074](#)

Joint resolution authorizing a contract with Copenhaver Construction, Gilberts, Illinois, in the amount of \$300,077 for the replacement of four culverts underneath the Skokie Valley Bike Path and appropriating \$365,000 of County Bridge Tax funds.

- The four culverts on the Skokie Valley Bike Path are near the end of their useful life and must be replaced.
- There was a public call for bids, and a total of five bids were received, ranging from \$300,077 to \$571,472.30, and the lowest responsible bidder is Copenhaver Construction, Gilberts, Illinois, in the amount of \$300,077.
- This project is included in the Transportation Improvement Program with construction planned in 2021, and designated as Section 20-00999-70-DR.

Attachments: [21-1074 Bid Tab, Skokie Valley Bike Path Culverts](#)

[21-1074 Vendor Disclosure, Copenhaver](#)

[21-1074 Location Map, Skokie Valley Bike Path Culverts](#)

8.6 [21-1075](#)

Joint resolution authorizing a contract with Copenhaver Construction, Gilberts, Illinois, in the amount of \$297,081 for the reconstruction of the Lake County Division of Transportation's (LCDOT) visitor parking lot, located at 600 West Winchester Road, Libertyville, Illinois, and appropriating \$356,500 of Matching Tax funds.

- The existing visitor parking lot at the Lake County Division of Transportation (LCDOT) is in need of rehabilitation.
- To promote infiltration of storm water and improve water quality, the parking lot will be reconstructed with porous asphalt pavement and the existing sidewalks will be replaced with permeable brick pavers.
- The project will also include construction of a rain garden with native plantings and the installation of other landscaping.
- There was a public call for bids, and a total of six bids were received, ranging from \$297,081 to \$394,440.15, and the lowest responsible bidder is Copenhaver Construction, Gilberts, Illinois, in the amount of \$297,081.
- The LCDOT visitor parking lot reconstruction project is included in the Transportation Improvement Program, with construction in 2021, and designated as Section 19-00214-26-MG.

Attachments: [21-1075 Bid Tab, LCDOT Visitor Parking](#)

[21-1075 Justification of Contract Award, Over Estimate Memo](#)

[21-1075 Vendor Disclosure, Copenhaver](#)

[21-1075 Location Map, LCDOT Visitor Parking Lot](#)

8.7 [21-1062](#)

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of June 2021.

Attachments: [June 2021](#)

8.8 [21-1020](#)

Treasurer Holly Kim's Cash and Investment Report December, 2020.

Attachments: [December 2020 Cash and Investments.pdf](#)

[December 2019 Cash and Investments.pdf](#)

REGULAR AGENDA

PUBLIC WORKS, PLANNING & TRANSPORTATION

8.9 [21-0956](#)

Joint resolution authorizing a contract with Waste Management, Lombard, Illinois, for refuse collection services for Lake County and the water treatment plant waste residue collection for the various County Departments in the estimated annual

amount of \$142,692.92.

- The current contract for refuse collection services for the County is expiring.
- An invitation to bid was issued and extended to 10 vendors and electronic bids were received from three vendors ranging from \$142,692.92 to \$238,337.32.
- Waste Management is the lowest responsible and responsive bidder in the estimated annual amount of \$142,692.92.
- This resolution authorizes a two-year contract with Waste Management with three, one-year renewals for an estimated annual amount of \$142,692.92.

Attachments: [Vendor Disclosure Statement](#)

[Bid Tabulation](#)

[Award Information](#)

[Agreement Draft](#)

8.10 [21-1076](#)

Joint committee action item approving Change Order Number Two consisting of an increase of \$355,931 for additions to the 14th Street Reconstruction Phase III construction engineering contract.

- Change Orders need to be approved by the standing committees for cumulative net increases over 10 percent.
- Phase III construction engineering for 14th Street reconstruction is under contract with STV Incorporated, Chicago, Illinois, in the amount of \$1,439,434.80 as approved by the County Board on November 13, 2018, and designated as Section 99-00260-01-WR.
- Change Order Number Two is required due to contract completion extending an additional year because of delays in 2019 caused by extensive utility conflicts and during 2020 with added City watermain relocation work.
- Change Order Number One was required as a partial balancing of final costs for the extended project duration.
- The Lake County Division of Transportation has agreements with the cities of North Chicago and Waukegan for reimbursement of the additional Phase III Engineering costs related to the additional watermain work.
- The sum of all contract change orders to date is \$499,731, which represents a 34.72 percent increase over the original awarded contract amount.

Attachments: [21-1076 STV Change Order Two](#)

[21-1076 Vendor Disclosure, STV](#)

[21-1076 Location Map, 14th Street](#)

8.11 [21-1077](#)

Joint resolution adopting the 2021-2026 Proposed Transportation Improvement Program.

- State law requires County Engineers of the State of Illinois to annually prepare an

updated five-year Transportation Improvement Program (TIP).

- The five-year TIP is a planning document that serves, in part, as the scheduling component of the Lake County 2040 Transportation Plan and is intended as a guide for future improvement and maintenance.
- The County Engineer and Division of Transportation's staff have prepared the 2021 -2026 Proposed Transportation Improvement Program and the County Engineer presented the program to the Public Works, Planning and Transportation Committee on April 28, 2021, and June 30, 2021.
- The Proposed 2021-2026 TIP aligns with the County Board Strategic Plan adopted in July 2019, including the Strategic Goal: Improve Infrastructure.

Attachments: [21-1077 Five-Year Presentation Part 1](#)

[21-1077 Five-Year Presentation Part 2](#)

[21-1077 Preservation Map](#)

[21-1077 Modernization Map](#)

[21-1077 Non-Motorized Map](#)

[21-1077 Expansion Map](#)

[21-1077 Funding Tables](#)

8.12 [21-1087](#)

Joint resolution adopting the second amendment to the Host Agreement between Lake County, the Solid Waste Agency of Lake County (SWALCO), and the owner of the Zion Landfill, GFL, Inc.

- On January 28, 2010 Lake County, SWALCO and Veolia Zion Landfill, Inc. entered into a Host Agreement covering the Zion Landfill. The Agreement was amended by the parties on June 24, 2010 to clarify the payment of the local surcharge fee had been changed by an agreement between Lake County and SWALCO to divide that fee.
- The landfill is now owned by GLF, Inc. and a second amendment to the agreement is necessary due to GFL's desire to horizontally and vertically expand the landfill.
- The Host Agreement contains provisions for guaranteed access to the capacity at the Zion Landfill for waste generated in Lake County, additional environmental safeguards and the payment of host fees.
- The second amendment includes provisions for provisions for GLF to propose in the siting application minimum additional environmental safeguards addressing odor control, noise control, litter control, wind erosion/particulate matter emission control plan, bird mitigation plan and development of a community relations program and dedicated website for the Zion Landfill.
- The 2019 Lake County Solid Waste Management Plan requires that all entities with existing host agreements at either landfill shall have those agreements extended if either landfill proposes an expansion. These agreements must be amended prior to a siting application being filed for an expansion.

- A summary presentation of the amendment details was provided during the June, 2021 PWPT and F&A committee meetings.

Attachments: [Exhibit C](#)

[Second Amendment Complete](#)

8.13 [21-1079](#)

Joint resolution authorizing an emergency appropriation for the Lake County All-Natural Hazard Mitigation Plan (ANHMP) update project by the Stormwater Management Commission (SMC) in the amount of \$67,500 and funded by the Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program through the Illinois Emergency Management Agency (IEMA)

- SMC has entered into an agreement with the IEMA for a grant (FEMA-4461-02P-DR-IL) for the five-year update of the Lake County All-Natural Hazard Mitigation Plan.
- The plan will be developed through a cooperative effort between SMC, Lake County Emergency Management Agency, and 52 municipalities.
- Emergency appropriations are needed for the project cost of \$67,500 which is not included in the current year budget. SMC will use funding for project expenditures which will be reimbursed by the IEMA.

Attachments: [Memo to SMC PWPT F&A](#)

[FEMA-4461-02P-DR-IL Intergovernmental Grant Agreement](#)

FINANCIAL & ADMINISTRATIVE

Finance and Administrative Services

8.14 [21-1080](#)

Discussion and presentation of the results of the Lake Bluff Mosquito Abatement District audit detailing claims, receipts, inventory of property, and debts.

- On February 9, 2021, the Lake County Board passed an Ordinance proposing dissolution of the Lake Bluff Mosquito Abatement District (LBMAD).
- Per State Statute 55 ILCS 5/5-44025, this ordinance initiated the dissolution process and required that the District complete an audit detailing claims, receipts, inventory of property, and debts.
- The Lake County Finance & Administrative Services Department has completed the audit and will present its findings to the Committee, and County Administration will request direction related to next steps.

Attachments: [LBMAD Financial Review.718](#)

Human Resources

8.15 [21-1097](#)

Discussion on the addition of a Paid Parental Leave policy to the Employee Policies

and Procedures Manual.

- The Human Resources Department will periodically review and recommend updates to employee policies in accordance with current best practices.
- The County does not currently have a paid parental leave policy.

Lake County Partners

8.16 [21-0988](#)

Lake County Partners' Update.

Attachments: [FA July 2021](#)

County Administration

8.18 [21-1119](#)

Discussion on options to increase Fiscal Year (FY) 2021 County Employee Wages.

- At the July 1, 2021 Financial and Administrative Committee, the Chief Financial Officer presented an update on FY 2021 revenue projections.
- Based on projections, County Administration is performing analysis on options.

8.19 [21-1125](#)

Discussion on a Committee-initiated New Program Request (NPR) for the Fiscal Year (FY) 2022 budget to increase accessibility to Lake County Board and Committee meetings.

- Based on direction provided by the Financial and Administrative Committee at its May 27 and July 1, 2021 meetings, staff has prepared a cost estimate on increasing accessibility to committee and/or Board meetings.

Attachments: [8.19-Subtitles\(07.29.21\)](#)

8.20 [21-1121](#)

Discussion of options for American Rescue Plan Act (ARPA) funds provided by the US Treasury to Lake County for use in COVID-19 Public Health Emergency response and recovery.

Attachments: [ARPA Direction\(07.26.21\)](#)

9. County Administrator's Report

- Update on Public Works Director Recruitment.

10. Executive Session

10.1 [21-1122](#)

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

10.2 [21-1124](#)

Executive Session to discuss personnel matters pursuant to 5 ILCS 120/2 (c)(1).

10.3 [21-1139](#)

Executive Session to discuss collective bargaining pursuant to 5 ILCS 120/2 (c)(2).

10.4 [21-1096](#)

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

10.4A [21-0977](#)

Executive Session Minutes from May 27, 2021.

10.4B [21-0978](#)

Executive Session Minutes from June 10, 2021.

10.4C [21-1135](#)

Executive Session Minutes from July 1, 2021.

11. **Members Remarks**

12. **Adjournment**

Next Meeting: August 5, 2021