

Lake County Illinois

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



Meeting Minutes - Final

Thursday, March 31, 2022

8:30 AM

Assembly Room, 10th Floor or register to virtually attend at
<https://bit.ly/3N9xYyP>

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 / virtual attendance through registration
at: <https://bit.ly/3N9xYyP>

RECORDING: Meetings, to include 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 / virtually, and then (3) written comments.

Individuals providing Public Comment will provide the following information:

- * Meeting: Financial & Administrative 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>

1. Call to Order

Chair Frank called the meeting to order at 8:30 a.m.

2. Pledge of Allegiance

Chair Frank led the Pledge of Allegiance.

3. Roll Call of Members

Present 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

**Electronic attendance: Member Pedersen and Member Simpson*

Other present:

Abby Krakow, Communications

Al Giertych, Division of Transportation

Ann Maine, Board Member

Kevin Quinn, Communications

Austin McFarlane, Public Works

Bob Gluekert, County Assessor

Carl Kirar, Facilities and Construction

Catherine Sbarra, Board Member

Chris Blanding, Enterprise Information Technology

Claudia Gilhooley, 19th Judicial Circuit Court

Daniel Eder, Emergency Management Agency

Emily Mitchell, Finance

Errol Lagman, Finance

Gary Gibson, County Administrator's Office

Gunnar Gunnarsson, State's Attorney's Office

Heidie Hernandez, Enterprise Information Technology

Holly Kim, Treasurer

James Hawkins, County Administrator's Office

Janna Philipp, County Administrator's Office

Jim Chamernik, Sheriff's Office

Joel Sensenig, Public Works

John Idleburg, Sheriff's Office

John Wasik, Board Member

Joy Gossman, Public Defender

Karen Fox, State's Attorney's Office

Kevin Hunter, Board Member

Marah Altenberg, Board Member

Mark Pfister, Health Department

Mary Ross Cunningham, County Board

Matt Meyers, County Administrator's Office

Melanie Nelson, State's Attorney's Office

Melissa Gallagher, Finance
Micah Thornton, Circuit Clerk's Office
Mick Zawislak, Daily Herald
Monica McClain, Payroll
Patrice Evans, Enterprise Information Technology
Robert Springer, Planning, Building and Development
Ruby Acosta, Finance
RuthAnne Hall, Purchasing
Ryan Pinter, Enterprise Information Technology
Sonia Hernandez, County Administrators Office
ShaTin Gibbs, Finance
Teri White, State's Attorney's Office
Terri Kath, Enterprise Information Technology
Theresa Glatzhofer, County Board Office
Victor Filippini, Attorney

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 public comments.

6. Chair's Remarks

There were no Chair remarks.

7. Unfinished Business

There was no unfinished business.

8. New Business

CONSENT AGENDA (Items 8.1 - 8.9)

APPROVAL OF MINUTES

8.1 [22-0484](#)

Minutes from February 24, 2022.

Attachments: [F&A 2.24.22 Final Minutes](#)

A motion was made by Member Danforth, seconded by Member Clark, that these minutes be approved. Motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.2 [22-0485](#)

Minutes from March 3, 2022.

Attachments: [F&A 3.3.22 Final Minutes](#)

A motion was made by Member Danforth, seconded by Member Clark, that these minutes be approved. Motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

REPORTS

8.3 [22-0418](#)

Report from Robin M. O'Connor, County Clerk, for the month of February 2022.

Attachments: [LCC Report for February 2022](#)

A motion was made by Member Danforth, seconded by Member Clark, that this report be approved and recommended to the County Board agenda. The motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.4 [22-0427](#)

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of February 2022.

Attachments: [February 2022](#)

A motion was made by Member Danforth, seconded by Member Clark, that this report be approved and recommended to the County Board agenda. The motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

HEALTH & COMMUNITY SERVICES

8.5 [22-0467](#)

Joint resolution accepting the Public Institute of Metropolitan grant and authorizing an emergency appropriation in the amount of \$15,000 for the Protecting Our Patients Affirming Care grant.

Attachments: [POP Affirming Care Grant \\$15K](#)

A motion was made by Member Danforth, seconded by Member Clark, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.6 [22-0468](#)

Joint resolution accepting the Schreiber Foundation grant and authorizing an emergency appropriation in the amount of \$5,000 for the iGrow grant.

Attachments: [Schreiber Foundation Grant \\$5K](#)

A motion was made by Member Danforth, seconded by Member Clark, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.7 [22-0469](#)

Joint resolution accepting the Illinois Department of Human Services grant and authorizing an emergency appropriation in the amount of \$18,461 for the Substance Use Prevention Services grant.

Attachments: [SUPS Grant \\$18K](#)

A motion was made by Member Danforth, seconded by Member Clark, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

PUBLIC WORKS, PLANNING & TRANSPORTATION

8.8 [22-0452](#)

Joint resolution authorizing a contract with Perkin Elmer Health Sciences, Inc., Shelton, Connecticut in the amount of \$52,454.50 for the purchase of a graphite furnace for the Lake County Public Works Department including training and annual maintenance.

Attachments: [22-0452 Final RFP](#)
[22-0452 Scoring Matrix for Board Approval](#)
[22-0452 Vendor Disclosure Form](#)

A motion was made by Member Danforth, seconded by Member Clark, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.9 [22-0453](#)

Joint committee action authorizing Contract Modification Number One for Agreement 21154 with Applied Technologies, Inc., Lake Villa, Illinois, for further investigation of the Antioch Township Sanitary Sewer.

Attachments: [22-0453 Antioch Sewer Update Eng Agreement](#)
[22-0453 Contract Modification 1](#)
[22-0453 Vendor Disclosure Statement](#)

A motion was made by Member Danforth, seconded by Member Clark, that this committee action item be approved. Motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

REGULAR AGENDA

LAKE COUNTY PARTNERS

8.10 22-0460

Lake County Partners Update.

Attachments: [FA March 2022v2](#)

Kevin Considine, Lake County Partners President and CEO, reported on the top trends with Lake County Partners. Mr. Considine provided a snapshot of the major projects pipeline in Lake County and the four year metrics. Lake County Partner's have expanded the storytelling through monthly newsletters, blogs, and digital marketing. Manufacturing has expanded in Lake County. Mr. Considine stated the timeline for the Comprehensive Economic Development Strategy (CEDs) will be coming to the committee meeting next week. There was an overview of what is ahead for the County. Discussion ensued.

HEALTH & COMMUNITY SERVICES

8.11 22-0463

Joint resolution accepting the Illinois Department of Public Health grant and authorizing an emergency appropriation in the amount of \$1,037,539 for the COVID-19 Crisis grant.

Attachments: [COVID-19 FY22 Crisis Grant - Recovery](#)

Mark Pfister, Health Department Executive Director, reported on the COVID-19 Crisis grant. The Health Department is preparing and continuing to focus on congregating settings.

A motion was made by Member Wilke, seconded by Vice Chair Vealitzek, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.12 22-0464

Joint resolution accepting the Illinois Department of Public Health grant and authorizing an emergency appropriation in the amount of \$850,000 for the COVID-19 Response grant.

Attachments: [COVID-19 Response Grant](#)

Mark Pfister, Health Department Executive Director, reported on the Emergency

Operations Plan. The funding will provide consultants for the plan.

A motion was made by Member Wilke, seconded by Member Clark, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.13 [22-0465](#)

Joint resolution accepting the Illinois Department of Public Health grant and authorizing an emergency appropriation in the amount of \$170,000 for the Illinois Breast and Cervical Cancer Program.

Attachments: [IBCCP Grant \\$170K](#)

Mark Pfister, Health Department Executive Director, reported on the Breast and Cervical Cancer Program. The funding will provide mammograms and care for women who are uninsured. A lengthy discussion ensued regarding the hospital systems in Lake County.

A motion was made by Member Clark, seconded by Member Danforth, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.14 [22-0466](#)

Joint resolution accepting the Illinois Primary Health Care Association grant and authorizing an emergency appropriation in the amount of \$1,090,800 for the Pandemic Health Navigator Program grant.

Attachments: [PHNP Grant \\$1.09M](#)

Mark Pfister, Health Department Executive Director, reported on the continuation of the Pandemic Health Navigator Program grant. The funding will provide Community Care Workers, who will be utilized in the Health Department Clinics to ensure people are receiving the care and services they need.

A motion was made by Member Clark, seconded by Vice Chair Vealitzek, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

PUBLIC WORKS, PLANNING & TRANSPORTATION

8.15 [22-0450](#)

Joint resolution authorizing the execution of an Intergovernmental Agreement (IGA) for Sewage Disposal between Lake County and the Village of Buffalo Grove.

Attachments: [22-0450 Lake County Buffalo Grove Wholesale Sewer Agreement](#)

Austin McFarlane, Interim Director of Public Works, introduced Attorney Victor Filippini and reported on the agreement for the Sewage Disposal in Buffalo Grove.

A motion was made by Member Wilke, seconded by Vice Chair Vealitzek, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.16 [22-0451](#)

Joint Resolution authorizing execution of a Water Purchase and Sale Contract with the Village of Buffalo Grove for the purchase and sale of potable water, via Lake Michigan, to the County's customers within its water distribution system.

Attachments: [22-0451 Lake County Pekara Water Agreement](#)

Austin McFarlane, Interim Public Works Director, reported on the agreement for the Lake Michigan water source purchase for Buffalo Grove. Discussion ensued.

A motion was made by Member Clark, seconded by Vice Chair Vealitzek, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.17 [22-0337](#)

Joint resolution renewing an Intergovernmental Agreement (IGA) between Lake County Planning, Building and Development (PBD) and the Village of Hainesville.

Attachments: [Hainesville Bldg Inspection IGA \(renewal\)](#)

Eric Waggoner, Planning, Building, and Development Director, reported on the agreement with Hainesville for inspections and plan reviews. Discussion ensued.

A motion was made by Member Clark, seconded by Vice Chair Vealitzek, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.18 [22-0504](#)

Joint resolution authorizing on a certain named property, 27709 N. Oak Street, Wauconda, Illinois, Parcel Identification Number (PIN) #09-28-103-117, the demolition of a dangerous and unsafe residential structure and related accessory buildings deemed to be an immediate and continuing hazard to the community.

Attachments: [Presentation 27709 Oak \(002\)](#)

Eric Waggoner, Planning, Building, and Development Director, introduced Robert Springer, Supervisor of Building and Code Enforcement, and reported on the demolition of an abandoned home in unincorporated Island Lake. The structure on the property met the criteria for the stature to be demolished. Mr. Springer presented on the demolition of the home. Discussion ensued.

A motion was made by Vice Chair Vealitzek, seconded by Member Danforth, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

FINANCIAL & ADMINISTRATIVE

Chief County Assessor

8.19 [22-0462](#)

Chief County Assessment Office Annual Update.

Attachments: [Chief County Assessment Office Presentation 2022](#)

Bob Glueckert, Chief County Assessor, provided an overview of the Chief County Assessment Department and the three primary areas of responsibility. Assessor Glueckert also provided an overview of the accomplishments from the previous 12 months and the goals for the next 12 months. A lengthy discussion ensued.

Facilities and Construction Services

8.20 [22-0029](#)

Director's Report - Facilities and Construction Services.

Attachments: [JOC Over \\$350K Memo 25MAR22](#)

Carl Kirar, Director of Facilities and Construction, reported on the Job Order Contract (JOC). There are two security access control projects. One is at the Sheriff's Office and the other is at the Division of Transportation. Discussion ensued.

Jim Hawkins, Deputy County Administrator, reported on the policy for the JOC. Discussion ensued.

Carl Kirar, Director of Facilities and Construction, provided an update on the vote by mail project and stated Phase I is complete. A facility Master Plan is being drafted and will be available in late summer for the Committee to review. Mr. Kirar stated there will be an update at next week's Committee meeting on the EOC, 911, and ETSB Facility.

Human Resources

8.21 [22-0031](#)

Director's Report - Human Resources.

There was no Human Resources Director's report.

Enterprise Information Technology

8.22 [22-0471](#)

Resolution authorizing a one-year renewal with CDW-G, Vernon Hills, Illinois, for Cisco SMARTnet maintenance and support in the amount of \$110,379.44 with the option to renew for two, 12-month periods.

Attachments: [FY22 - CDW \(Cisco SmartNet\) MRBM994 - \\$110,379.44 - QUO](#)
[FY22 - CDW \(Cisco SmartNet\) - VDF](#)

Chris Blanding, Chief Information Officer, reported on the one year renewal of the Cisco SMARTnet maintenance and support contract.

A motion was made by Member Wilke, seconded by Member Clark, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.23 [22-0470](#)

Resolution authorizing a one-year renewal with CDW-G, Vernon Hills, Illinois, for Cisco Direct Threat Defense licenses in the amount of \$39,780 with the option to renew for two, 12-month periods.

Attachments: [FY22 - CDW \(Threat Defense & URL License\) - MPXW529 - \\$39,780 - QU](#)
[FY22 - CDW \(Threat Defense & URL License\) - VDF](#)

Chris Blanding, Chief Information Officer, reported on the renewal of the Cisco Direct Threat Defense licenses.

A motion was made by Member Wilke, seconded by Member Clark, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.24 [22-0030](#)

Director's Report - Enterprise Information Technology.

There was no Enterprise Information Technology Director's Report.

Finance

8.25 [22-0032](#)

Director's Report - Finance.

There was no Finance Director's Report.

9. County Administrator's Report

There was no County Administrator's Report.

10. Executive Session

A motion was made by Member Danforth, seconded by Member Wilke, that this item be to go into executive session. The motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

10.1 [22-0033](#)

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

10.2 [22-0036](#)

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

10.2 [22-0486](#)

A

Executive Session Minutes from February 24, 2022.

A motion was made by Member Wilke, seconded by Member Clark, that these minutes be approved. Motion carried unanimously.

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

11. Members Remarks

There were no Member remarks.

12. Adjournment

Chair Frank declared the meeting adjourned at 11:00 a.m.

Next Meeting: April 7, 2022.

Meeting minutes prepared by Kristy Cechini

Respectfully submitted,

Finance & Administrative Committee Chair