

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, August 26, 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 5 - Chair Paxton, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Absent 2 - Vice Chair Taylor and Member Carlson

Others present:

Yvette Albarran, Purchasing

Kevin Barrell, State's Attorney's Office

Keith Brink, Circuit Clerk

Barry Burton, County Administrator

Anthony Cooling, Finance and Administrative Services

KC Doyle, County Administrator's Office

Benjamin Gilbertson, County Administrator's Office

Gary Gordon, Finance and Administrative Services

RuthAnne Hall, Purchasing

Adlil Issakoo, County Administrator's Office

Chris Kopka, Risk

Kimberly Mannette, Information Technology

Rodney Marion, Human Resources

Aaron Lawlor, Lake County Board Chairman

Amy McEwan, Deputy County Administrator

Lore Powell, Information Technology

Brandy Schroff, Finance and Administrative Services

Howie Sell, Information Technology

Patrice Sutton, Finance and Administrative Services

Robert Szarzynski, Human Resources

Kirk Talbott, Information Technology

Jennie Vana, Communications

Blanca Vela-Schneider, County Board Office

Ryan Waller, Assistant County Administrator

Farrah Watson, Finance and Administrative Services

2. **Pledge of Allegiance**

Chair Paxton led the Pledge of Allegiance.

3. **Approval of Minutes**

3.1 **15-0861**

Minutes from August 5, 2015.

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

Aye: 5 - Chair Paxton, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Absent: 2 - Vice Chair Taylor and Member Carlson

4. Added to Agenda

There were no items added to the agenda.

5. Public Comment

There was no public comment.

6. Old Business

There was no old business to discuss.

7. New Business

Member Hewitt inquired whether there is any interest in expanding electronic newsletters to include special editions approximately twice a year. County Administrator Barry Burton reported this is a policy issue. Jennie Vana of Communications indicated additional resources would be needed to accommodate such a request. Discussion ensued. The general consensus is not expend additional resources for special editions, but that Board Members may create special editions on their own.

Chair Paxton requested that a report on performance measures of the sustainability coordinator position be provided for consideration at upcoming meeting.

PUBLIC WORKS & TRANSPORTATION

Upon inquiry from Member Mandel, RuthAnne Hall of Purchasing indicated the Finance and Administrative Services Department and Public Works negotiate lease agreements for cellular antenna. Member Mandel suggested that an inventory of all suitable lease sites be created.

7.1 [15-0883](#)

Joint resolution executing a contract with Pirtano Construction Company, Inc. of Addison, Illinois, for the Chevy Chase Road Water Main Replacement Project in the amount of \$422,806.

A motion was made by Member Rummel, seconded by Member Sauer, that items 7.1 through 7.2, items 7.4 through 7.8, and item 7.10 be recommended to the County Board for adoption and that items 7.3 and 7.9 be approved. Motion carried by voice vote.

Aye: 5 - Chair Paxton, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Absent: 2 - Vice Chair Taylor and Member Carlson

7.2 [15-0878](#)

Joint resolution authorizing execution of an Amended and Restated Agreement for Retail Water Supply Services by and between the County and the Village of Green Oaks.

A motion was made by Member Rummel, seconded by Member Sauer, that items 7.1 through 7.2, items 7.4 through 7.8, and item 7.10 be recommended to the County Board for adoption and that items 7.3 and 7.9 be approved. Motion carried by voice vote.

Aye: 5 - Chair Paxton, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Absent: 2 - Vice Chair Taylor and Member Carlson

7.3 [15-0873](#)

Joint committee action authorizing the amendment of a five year lease agreement with a five year renewal option with New Cingular Wireless PCS, LLC, Atlanta, GA, for telecommunications equipment at the Grandwood Drive Water Tower site in Gurnee, IL.

A motion was made by Member Rummel, seconded by Member Sauer, that items 7.1 through 7.2, items 7.4 through 7.8, and item 7.10 be recommended to the County Board for adoption and that items 7.3 and 7.9 be approved. Motion carried by voice vote.

Aye: 5 - Chair Paxton, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Absent: 2 - Vice Chair Taylor and Member Carlson

7.4 [15-0870](#)

Joint resolution appropriating \$780,000 of ¼% Motor Fuel Tax funds for the resurfacing of Ela Road, from Illinois Route 22 to Cuba Road, and designated as Section 15-00144-21-RS.

A motion was made by Member Rummel, seconded by Member Sauer, that items 7.1 through 7.2, items 7.4 through 7.8, and item 7.10 be recommended to the County Board for adoption and that items 7.3 and 7.9 be approved. Motion carried by voice vote.

Aye: 5 - Chair Paxton, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Absent: 2 - Vice Chair Taylor and Member Carlson

7.5 [15-0880](#)

Joint resolution appropriating \$815,000 of Motor Fuel Tax funds for the County highway system general maintenance materials and services beginning December 1, 2015, to November 30, 2016, and designated as Section 16-00000-00-GM.

A motion was made by Member Rummel, seconded by Member Sauer, that items 7.1 through 7.2, items 7.4 through 7.8, and item 7.10 be recommended to the County Board for adoption and that items 7.3 and 7.9 be approved. Motion carried by voice vote.

Aye: 5 - Chair Paxton, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Absent: 2 - Vice Chair Taylor and Member Carlson

7.6 [15-0875](#)

Joint resolution authorizing an agreement with Gewalt Hamilton Associates, Inc., Vernon Hills, Illinois, at a cost of \$51,614.01 for design engineering support and providing a Plat of Right-of-Way for the reconstruction and jurisdictional transfer of Hawley Street, from

Midlothian Road to Seymour Avenue, and designated as Section 07-00273-01-WR.

A motion was made by Member Rummel, seconded by Member Sauer, that items 7.1 through 7.2, items 7.4 through 7.8, and item 7.10 be recommended to the County Board for adoption and that items 7.3 and 7.9 be approved. Motion carried by voice vote.

Aye: 5 - Chair Paxton, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Absent: 2 - Vice Chair Taylor and Member Carlson

7.7 [15-0869](#)

Joint resolution authorizing the execution of a master agreement with the City of Highland Park regarding the energy, maintenance, and future costs of city owned traffic control signals and interconnection with Lake County PASSAGE.

A motion was made by Member Rummel, seconded by Member Sauer, that items 7.1 through 7.2, items 7.4 through 7.8, and item 7.10 be recommended to the County Board for adoption and that items 7.3 and 7.9 be approved. Motion carried by voice vote.

Aye: 5 - Chair Paxton, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Absent: 2 - Vice Chair Taylor and Member Carlson

7.8 [15-0877](#)

Joint resolution authorizing an agreement with Cook County, Illinois, for the acquisition of necessary right-of-way, by agreement or condemnation, and other right-of-way costs associated with the Cook County improvement of Lake Cook Road, from Raupp Boulevard to Hastings Lane, appropriating \$185,000 of ¼% Sales Tax for Transportation funds, and designated as Section 14-00999-01-WR.

A motion was made by Member Rummel, seconded by Member Sauer, that items 7.1 through 7.2, items 7.4 through 7.8, and item 7.10 be recommended to the County Board for adoption and that items 7.3 and 7.9 be approved. Motion carried by voice vote.

Aye: 5 - Chair Paxton, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Absent: 2 - Vice Chair Taylor and Member Carlson

7.9 [15-0871](#)

Joint committee action item approving Change Order No. 2, consisting of an increase of \$26,935 for additions to the Washington Street Bridge Repair Construction Contract, and designated as Section No. 14-00067-17-BR.

A motion was made by Member Rummel, seconded by Member Sauer, that items 7.1 through 7.2, items 7.4 through 7.8, and item 7.10 be recommended to the County Board for adoption and that items 7.3 and 7.9 be approved. Motion carried by voice vote.

Aye: 5 - Chair Paxton, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Absent: 2 - Vice Chair Taylor and Member Carlson

7.10 [15-0874](#)

Joint resolution appropriating a supplemental amount of \$80,000 of Matching Tax funds for the Joint Utility Locating Information for Excavators, Inc. (JULIE) ticket screening and locating of Lake County Division of Transportation (LCDOT) storm sewers for excavator dig requests, for various County highways, and designated as Section 15-00000-09-GM.

A motion was made by Member Rummel, seconded by Member Sauer, that items 7.1 through 7.2, items 7.4 through 7.8, and item 7.10 be recommended to the County Board for adoption and that items 7.3 and 7.9 be approved. Motion carried by voice vote.

Aye: 5 - Chair Paxton, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Absent: 2 - Vice Chair Taylor and Member Carlson

FINANCIAL & ADMINISTRATIVE

7.11 [15-0886](#)

Ordinance and resolution granting authority to charge a fee to cover energy costs at its Electric Vehicle Charging Stations.

KC Doyle of the County Administrator's Office provided a presentation regarding electric vehicle charging stations. Illinois currently has stable electric rates and gas prices do not favor electric cars. However, electric cars do reduce the carbon footprint, have a higher resale value, provide excellent mileage, and have an overall higher customer satisfaction rate. Ms. Doyle reported the County is installing three electric charging stations on its property that can be utilized for County vehicles and for public/employee use. She indicated the ordinance would provide the authority to charge for its electric vehicle charging stations and the resolution would set the rate to be charged for public/employee use. Member Mandel suggested employees not be assessed a fee for charging their personal vehicles. Discussion ensued. Deputy County Administrator Amy McEwan indicated that the assessed fee is minimal to cover the costs incurred by the County. County Administrator Barry Burton suggested that this item be postponed until the next Committee meeting to allow the State's Attorney's Office review of this issue.

A motion was made by Member Mandel, seconded by Member Rummel, that this item be postponed. The motion carried unanimously.

Aye: 5 - Chair Paxton, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Absent: 2 - Vice Chair Taylor and Member Carlson

8. Executive Session

Executive Session was entered into at 1:51 p.m.

A motion was made by Member Rummel, seconded by Member Hewitt, to go into

executive session. The motion carried by the following vote:

Aye: 5 - Chair Paxton, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Absent: 2 - Vice Chair Taylor and Member Carlson

8.1 [15-0893](#)

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

Executive Session was adjourned at 1:56 p.m.

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

Aye: 5 - Chair Paxton, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Absent: 2 - Vice Chair Taylor and Member Carlson

8.2 [15-0888](#)

Committee action approving a reclassification in the Circuit Clerk's Office.

A motion was made by Member Sauer, seconded by Member Mandel, that the committee action items for 8.2 and 8.3 be approved. The motion carried by the following vote:

Aye: 5 - Chair Paxton, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Absent: 2 - Vice Chair Taylor and Member Carlson

8.3 [15-0892](#)

Committee action approving a reclassification in the Circuit Clerk's Office.

County Administrator Burton noted he granted an increase of not more than 10 percent to the Finance Director in the Circuit Court, which is within his authority.

A motion was made by Member Sauer, seconded by Member Mandel, that the committee action items for 8.2 and 8.3 be approved. The motion carried by the following vote:

Aye: 5 - Chair Paxton, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Absent: 2 - Vice Chair Taylor and Member Carlson

Executive Session was entered into at 1:58 p.m.

A motion was made by Member Rummel, seconded by Member Sauer, that this item be to go into executive session. The motion carried unanimously.

Aye: 5 - Chair Paxton, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Absent: 2 - Vice Chair Taylor and Member Carlson

8.4 [15-0890](#)

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

Executive Session was adjourned at 2:29 p.m.

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

Aye: 5 - Chair Paxton, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Absent: 2 - Vice Chair Taylor and Member Carlson

8.5 [15-0894](#)

Committee action authorizing settlement authority.

County Administrator Barry Burton noted many of these outstanding claims were processed by another attorney. Risk is working on resolving these old claims.

A motion was made by Member Rummel, seconded by Member Hewitt, to provide settlement authority for the MaryLou Gibson, Roland Richardson, and Leslie Klaus cases.

Aye: 5 - Chair Paxton, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Absent: 2 - Vice Chair Taylor and Member Carlson

9. County Administrator's Report

9.1 [15-0889](#)

2016 Health Insurance Projections.

Human Resources Director Rodney Marion discussed options for the 2016 health plan. There has been a 2.8 percent in health care costs with the preferred provider organization (PPO) experiencing a 10 percent increase while other health plans remained relatively flat. Mr. Marion reported one option is to have the entire increase absorbed by those in PPO. A second option is to increase the traditional PPO by one percent with the other health plans being increased by .5 percent. A third option is to increase all health plans by .5 percent. Other proposed plan changes include increasing the traditional PPO deductible and out of pocket maximum and requiring those in the Consumer Driven Health Plan (CDHP) to undergo a Health Risk Assessment (HRA) in order to receive the County's contribution to the Health Savings Account (HSA).

Discussion ensued regarding moving employees away from the traditional PPO and onto more cost effective plans. Member Rummel suggested eliminating the traditional PPO as an option for new hires. Member Mandel indicated the traditional PPO needs to have a sunset clause and suggested the entire employee portion of the 2.8 percent increase be charged to employees on traditional PPOs. Mr. Marion expressed concern regarding this approach, noting that employees should be encouraged to come over to the alternate health plans after being further educated, as was done last year. He also expressed concern that having a large number of employees move over to the consumer driven health plan (CDHP) at once may tax the County's HSA contribution.

After further discussion, Mr. Marion will return with additional recommendations for the Committee's consideration.

9.2 [15-0891](#)

Discussion regarding settlement authority limits.

Chris Kopka of Risk and Human Resources Director Rodney Marion discussed the possibility of increasing settlement authority limits for the Human Resources Director and County Administrator. Settlement authority limits were last set in 1988. Currently, limits on the amount of workers compensation claims and general property claims is up to \$35,000 for the the Risk Manager with the consultation of the Human Resources Director and \$50,000 for the County Administrator. It is suggested that settlement authority of up to \$50,000 be granted for the Risk Manager with the consultation of the Human Resources Director, and up to \$100,000 for the County Administrator. The general consensus is that the request is reasonable. Staff will bring this issue forth for formal consideration by the Committee.

County Administrator's Report Continued

County Administrator Barry Burton introduced Anthony Cooling, the new Budget Analyst in Finance and Administrative Services.

10. Adjournment

The meeting was adjourned at 3:15 p.m.

A motion was made by Member Mandel, seconded by Member Sauer, to adjourn the meeting. The motion carried unanimously.

Aye: 5 - Chair Paxton, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Absent: 2 - Vice Chair Taylor and Member Carlson

Meeting minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

Chairman

Vice-Chairman

Finance and Administrative Committee