

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, November 7, 2018

1:00 PM

Assembly Room, 10th Floor

Financial and Administrative Committee

1. Call to Order

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

Present 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent 1 - Member Taylor

Others present:

Yvette Albarran, Purchasing

Brett Barganz, Information Technology

Chris Blanding, Information Technology

Carol Calabresa, County Board Office

Erin Cartwright, Circuit Clerk's Office

Jim Chamernik, Sheriff's Office

Kevin Considine, Lake County Partners

Anthony Cooling, Finance and Administrative Services

Angela Cooper, Workforce Development

Natalie Corrigan, Resident

Zach Creer, Finance and Administrative Services

Mary Ross Cunningham, County Board Office

Danny Davis, Court Administration

Adam Didech, Resident

Dan Eder, Emergency Management Agency

Patrice Evans, Circuit Clerk Office

Jodi Gingiss, Community Development

RuthAnne Hall, Purchasing

Donna Hamm, Circuit Clerk's Office

David Hare, Sheriff's Office

Sandy Hart, County Board Office

Karla Hasty, Human Resources

Lynn Himes, Circuit Clerk's Office

Ryan Horne, Finance and Administrative Services

Chris Kopka, Human Resources

Larry Mackey, Health Department

Rodney Marion, Human Resources

Amy McEwan, County Administrator's Office

Mark Pfister, Health Department

Stephen Rice, State's Attorney's Office

Shane Schneider, Division of Transportation

Conor Schultz, County Administrator's Office

Kurt Schultz, Facilities and Construction Services

Jennifer Serino, Workforce Development

Patrice Sutton, Finance and Administrative Services

Micah Thornton, Circuit Clerk Office
Robin VanSickle, Health Department
Jeremiah Varco, Facilities
Blanca Vela-Schneider, County Board Office
Dakisha Wesley, County Administrator's Office
Mike Wheeler, Finance and Administrative Services
Rodney Worden, Public Works
Dawn WuckiRossbach, Sheriff's Office
Carla Wyckoff, County Clerk's Office

2. Pledge of Allegiance

Member Hewitt led the Pledge of Allegiance.

3. Approval of Minutes

3.1 [18-1396](#)

Executive Session minutes from August 29, 2018.

A motion was made by Member Carlson, seconded by Member Hewitt, that the minutes for items 3.1 through 3.4 be approved. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

3.2 [18-1397](#)

Executive Session minutes from August 29, 2018.

A motion was made by Member Carlson, seconded by Member Hewitt, that the minutes for items 3.1 through 3.4 be approved. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

3.3 [18-1394](#)

Minutes from August 29, 2018.

Attachments: [F&A 8.29.18 Minutes - Final](#)

A motion was made by Member Carlson, seconded by Member Hewitt, that the minutes for items 3.1 through 3.4 be approved. The motion carried unanimously.

3.4 [18-1395](#)

Minutes from September 26, 2018.

Attachments: [F&A 9.26.18 Minutes - Final](#)

A motion was made by Member Carlson, seconded by Member Hewitt, that the minutes for items 3.1 through 3.4 be approved. The motion carried unanimously.

4. **Addenda to the Agenda**

There were no additions or amendments to the agenda.

5. **Public Comment**

There were no comments from the public.

6. **Chairman's Remarks**

There were no remarks from Chair Rummel.

7. **Old Business**

7.1 **18-1135**

Resolution approving a policy requiring vendors to submit a 'Vendor Disclosure Statement' for procurements over \$30,000.

Attachments: [Vendor Disclosure Option B 2018](#)

Chair Rummel indicated that the County Board, at its October 11, 2018 meeting, approved the removal of "pilot program" from the resolution and returned it back to committee for further work. Discussion ensued regarding how the term "Immediate family" is determined and whether vendor disclosure forms should be provided to County Board Members. Member Carlson cautioned that the County not exclude quality vendors just because of familial relations. Interim County Administrator Amy McEwan indicated that familial status will be used to verify that the members of the selection team do not have a conflict of interest and to provide public disclosure. State Statute and the County's Purchasing Ordinance do not permit consideration of familial status in the qualification or selection process for vendors. Discussion continued.

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8. **New Business**

CONSENT AGENDA (Items 8.1 - 8.16)

HEALTH & COMMUNITY SERVICES

8.1 **18-1364**

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Workforce Innovation Opportunity Act (WIOA) Dislocated Worker Grant and Rapid Response grant modification and authorizing an emergency appropriation in the amount of \$47,565.

A motion was made by Member Durkin, seconded by Member Bartels, that the Consent Agenda items be 8.9 and 8.10 be approved and that items 8.1 through 8.8

and 8.11 through 8.16 be recommended for approval to the County Board agenda.
The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.2 [18-1293](#)

Joint resolution approving an update to the Neighborhood Stabilization Program (NSP) Round 1 Substantial Amendment.

Attachments: [2018 NSP 1 Action Plan Amendment.pdf](#)

A motion was made by Member Durkin, seconded by Member Bartels, that the Consent Agenda items be 8.9 and 8.10 be approved and that items 8.1 through 8.8 and 8.11 through 8.16 be recommended for approval to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.3 [18-1292](#)

Joint resolution approving First Amendment to the 2018 United States Housing and Urban Development (HUD) Action Plan.

Attachments: [2018 AAP First Amendment Redline.pdf](#)

A motion was made by Member Durkin, seconded by Member Bartels, that the Consent Agenda items be 8.9 and 8.10 be approved and that items 8.1 through 8.8 and 8.11 through 8.16 be recommended for approval to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.4 [18-1262](#)

Joint resolution accepting the Illinois Department of Human Services Division of Substance Use Prevention and Recovery grant and authorizing an emergency appropriation in the amount of \$150,000 for the Vivitrol grant.

Attachments: [DHS SUPR Vivitrol Budget](#)

A motion was made by Member Durkin, seconded by Member Bartels, that the Consent Agenda items be 8.9 and 8.10 be approved and that items 8.1 through 8.8 and 8.11 through 8.16 be recommended for approval to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.5 [18-1371](#)

Joint resolution accepting the Anonymous Foundation grant and authorizing an emergency appropriation in the amount of \$50,000 for the School-Based Health Center.

Attachments: [Anonymous Foundation 50K](#)

A motion was made by Member Durkin, seconded by Member Bartels, that the Consent Agenda items be 8.9 and 8.10 be approved and that items 8.1 through 8.8 and 8.11 through 8.16 be recommended for approval to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.6 [18-1372](#)

Joint resolution accepting the Health Resources and Services Administration grant and authorizing an emergency appropriation in the amount of \$119,771 for quality improvement funding.

Attachments: [HRSA QI 119K](#)

A motion was made by Member Durkin, seconded by Member Bartels, that the Consent Agenda items be 8.9 and 8.10 be approved and that items 8.1 through 8.8 and 8.11 through 8.16 be recommended for approval to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.7 [18-1374](#)

Joint resolution accepting the Illinois Department of Public Health grant and authorizing an emergency appropriation in the amount of \$88,155 for the Illinois Breast and Cervical Cancer Program.

Attachments: [IBCCP 88K](#)

A motion was made by Member Durkin, seconded by Member Bartels, that the Consent Agenda items be 8.9 and 8.10 be approved and that items 8.1 through 8.8 and 8.11 through 8.16 be recommended for approval to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

PUBLIC WORKS AND TRANSPORTATION

8.8 [18-1367](#)

Joint resolution authorizing a contract with LAI, Ltd., Rolling Meadows, Illinois, for five electric valve actuators in the amount of \$30,325 for the Des Plaines Water Reclamation Facility (WRF).

Attachments: [18-1367 LAI Bid Package.pdf](#)
[18-1367 LAI Bid Award.pdf](#)

A motion was made by Member Durkin, seconded by Member Bartels, that the Consent Agenda items be 8.9 and 8.10 be approved and that items 8.1 through 8.8 and 8.11 through 8.16 be recommended for approval to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.9 [18-1366](#)

Joint committee action approving Change Order Number Two for the Vernon Hills Water System Electrical and Mechanical Upgrade Project design scope revisions with Donohue and Associates, Inc., Sheboygan, Wisconsin, in the amount of \$9,450.

A motion was made by Member Durkin, seconded by Member Bartels, that the Consent Agenda items be 8.9 and 8.10 be approved and that items 8.1 through 8.8 and 8.11 through 8.16 be recommended for approval to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.10 [18-1377](#)

Joint committee action approving Change Order Number Three for the Mill Creek Water Reclamation Facility (WRF) clarifier work project contract changes with Fab Tech Wastewater Solutions, LLC, O'Fallon, Missouri, in the amount of \$37,375.

Attachments: [18-1377 Mill Creek WRF Clarifier Change Order 3 Site Map-Exhibit A.pdf](#)
[18-1377 Mill Creek WRF Clarifier Change Order 3 Clarifier Photo-Exhibit B](#)

A motion was made by Member Durkin, seconded by Member Bartels, that the Consent Agenda items be 8.9 and 8.10 be approved and that items 8.1 through 8.8 and 8.11 through 8.16 be recommended for approval to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.11 [18-1390](#)

Joint resolution appropriating \$170,000 of Matching Tax funds for inspection and maintenance of recently planted native landscape areas along various County highways, and designated as Section 19-00000-14-GM.

A motion was made by Member Durkin, seconded by Member Bartels, that the Consent Agenda items be 8.9 and 8.10 be approved and that items 8.1 through 8.8 and 8.11 through 8.16 be recommended for approval to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.12 [18-1392](#)

Joint resolution appropriating \$50,000 of Motor Fuel Tax funds for the 2019 repair and replacement of various guardrail and fence installations, under the applicable Illinois Highway Code, and designated as Section 19-00000-06-GM.

A motion was made by Member Durkin, seconded by Member Bartels, that the Consent Agenda items be 8.9 and 8.10 be approved and that items 8.1 through 8.8 and 8.11 through 8.16 be recommended for approval to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.13 [18-1313](#)

Joint resolution appropriating a supplemental amount of \$50,000 of ¼% Sales Tax for Transportation funds for the Ride Lake County West project, and designated as Section 09-00280-01-ES.

A motion was made by Member Durkin, seconded by Member Bartels, that the Consent Agenda items be 8.9 and 8.10 be approved and that items 8.1 through 8.8 and 8.11 through 8.16 be recommended for approval to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

FINANCIAL & ADMINISTRATIVE

8.14 [18-1303](#)

Report from Mary Ellen Vanderventer, Recorder of Deeds, for the month of September 2018.

Attachments: [Sep 2018.pdf](#)

A motion was made by Member Durkin, seconded by Member Bartels, that the Consent Agenda items be 8.9 and 8.10 be approved and that items 8.1 through 8.8 and 8.11 through 8.16 be recommended for approval to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.15 [18-1287](#)

Report from David B. Stolman, Treasurer for the month of August, 2018.

Attachments: [Cash & Investment Aug 2017.pdf](#)
[Cash & Investment Aug 2018.pdf](#)

A motion was made by Member Durkin, seconded by Member Bartels, that the Consent Agenda items be 8.9 and 8.10 be approved and that items 8.1 through 8.8 and 8.11 through 8.16 be recommended for approval to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.16 [18-1260](#)

Report from Carla N. Wyckoff, County Clerk, for the month of September 2018.

Attachments: [LCC Report September 2018.pdf](#)

A motion was made by Member Durkin, seconded by Member Bartels, that the Consent Agenda items be 8.9 and 8.10 be approved and that items 8.1 through 8.8 and 8.11 through 8.16 be recommended for approval to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

REGULAR AGENDA

LAW & JUDICIAL

8.17 [18-1325](#)

Joint resolution authorizing an amendment for a six-month extension of the State's Attorney's Prosecutor Based Victim Services programs, through a Victim of Crime Act (VOCA) grant awarded by the Illinois Criminal Justice Information Authority (ICJIA).

Attachments: [VOCA Extension Letter Oct 2018](#)

Interim County Administrator Amy McEwan reported that this is an extension of a grant the

County has received. The payment period has changed.

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

HEALTH & COMMUNITY SERVICES

8.18 [18-1328](#)

Joint resolution consenting to both the merger of the former Community Partners for Affordable Housing (CPAH), along with its Lake County Long-Term Affordable Housing Requirements and Grant Funding Commitments with the Lake County Residential Development Corporation (LCRDC) and the transfer of all Affordable Housing Corporation (AHC) of Lake County Grant Funding Commitments to a newly merged 501 (c) 3 entity, that retains the Federal Employer Identification Number (FEIN) of LCRDC and the name of CPAH.

Attachments: [Consent Letter #2 for Governmental Agencies \(#4833-0914-7253v1\)](#)
[CPAH Letter to Lake County 10-5-18](#)
[AHC Letter to Lake County 10-2-18](#)

Jodi Gingiss, Community Development, reported on the merger of the CPAH, LCRDC, and the AHC to new 501(c) 3 entity. The entity will be housed in Libertyville, Illinois. This resolution is to transfer funding commitments from the CPAH and ACH to the newly merged entity and authorize the Interim County Board Chairman to sign a Consent letter.

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.19 [18-1355](#)

Joint resolution amending the Lake County Health Department Animal Care and Control Fees Schedule (as authorized in Lake County Code of Ordinances Chapter 178).

Attachments: [Revised ACC fees schedule](#)

Larry Mackey, Health Department, and Health Department Director Mark Pfister presented. Mr. Mackey indicated that amendments to the Health Department Animal Care and Control Fee schedule includes a \$10 fee for distemper vaccination, but noted that this is not a mandatory vaccination. The relinquishment fee is being increased to \$50 (from \$25). He also noted that there is a provision in the fee schedule stipulating the

parameters in which the County will provide animal removal services. Discussion ensued.

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.20 [18-1375](#)

Joint resolution accepting the Health Resources and Services Administration grant and authorizing an emergency appropriation in the amount of \$406,176 for expanding access to quality substance use disorder and mental health services.

Attachments: [SUD MH 406K](#)

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 unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

PUBLIC WORKS & TRANSPORTATION

8.21 [18-1380](#)

Joint resolution authorizing a contract with Skalar, Burford, Georgia, for the purchase of a wet chemistry analyzer for Lake County Public Works Laboratory in the amount of \$74,115.

Attachments: [18-1380 Skalar Lab Flow Analyzer Award.pdf](#)
[18-1380 Skalar Lab Flow Analyzer Bid Tab.pdf](#)

Public Works Director Rodney Worden reported that this piece of equipment would allow Public Works to do multiple tests on one sample, streamlining efficiency.

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.22 [18-1368](#)

Joint resolution authorizing the first amendment to the agreement for retail sanitary sewer service between Lake County and the Village of Kildeer to include a property intended for development as a Northwest Community Hospital medical building, but not currently included within the boundaries of the retail service area.

Attachments: [18-1368 Amendment Kildeer Agreement NCH Medical Building.pdf](#)
[18-1368 Kildeer NCH Medical building Exhibit A.pdf](#)
[18-1368 Kildeer NCH Medical Building Exhibit A-1.pdf](#)
[18-1368 Kildeer NCH Medical Building Exhibit D.pdf](#)

Public Works Director Rodney Worden indicated that this amendment would allow an extension in the existing service area to include the Northwest Community Hospital medical building.

A motion was made by Member Bartels, seconded by Member Durkin, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.23 [18-1401](#)

Joint resolution authorizing an agreement with Lake County Partnership for Economic Development (Lake County Partners) pertaining to the implementation of a pilot program and consideration of future capital improvements to allow for enhanced services to the Milwaukee District North Metra line (MD-N) in Lake County, Illinois, appropriating \$100,000 of ¼% Sales Tax for Transportation funds, and designated as Section 18-00999-60-MS

Attachments: [18-1401 Metra MD-N LC LCP Donor Agreement Draft](#)

Division of Transportation Director Shane Schneider and Kevin Considine, Lake County Partners, requested approval of a pilot program and funding of \$100,000 from the 1/4% Sales Tax to allow for enhanced services to the Milwaukee District North Metra line. Currently, there is no service between the hours of 4:30 p.m. to 7:30 p.m. from Lake Forest to Chicago. This pilot program is for reverse commute services at Metra's Lake Forest/Telegraph Road train station to address major challenges voiced by Lake County employers. Upon inquiry from County Board Member Mary Ross-Cunningham, Mr. Considine explained there are 14 shuttles that transport people to Abbvie's 10 different locations in Lake County. Substantial discussion ensued.

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.24 [18-1386](#)

Joint resolution authorizing a contract for the replacement of the Traffic Management Center (TMC) video wall controller with Audio Visual Innovations, Inc., Tampa, Florida, in the amount

of \$49,572.88.

Attachments: [18-1386 Video Wall Controller Proposal Draft](#)

Division of Transportation Director Shane Schneider reported that the video wall controller is at its end of life and must be replaced.

A motion was made by Member Durkin, seconded by Member Bartels, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.25 [18-1312](#)

Joint resolution authorizing a contract with Peter Baker and Son Company, Lake Bluff, Illinois, in the amount of \$3,547,185.68 for the resurfacing, restoration, and rehabilitation (3R) improvement of St. Mary's Road, from Illinois Route 60 to Everett Road, and Everett Road, from St. Mary's Road east to the Lake Forest corporate limits, which will be improved under the Illinois Highway Code for a total of 3.01 miles, appropriating \$3,300,000 of Matching Tax funds, \$1,200,000 of County Bridge Tax funds and \$50,000 of Motor Fuel Tax funds, and designated as Section 15-00117-03-RS.

Attachments: [18-1312 Bid Tab, St. Mary's Road & Everett Road 3R](#)

A motion was made by Member Durkin, seconded by Member Pedersen, that items 8.25 through 8.29 be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.26 [18-1406](#)

Joint resolution authorizing an agreement with the State of Illinois, Illinois Department of Transportation (IDOT), for the use of federal highway funds for the construction and Phase III construction engineering to reconstruct and improve 14th Street, from Illinois Route 131/Green Bay Road to Sheridan Road, and appropriating \$5,490,000 of ¼% Sales Tax for Transportation funds, and designated as Section 99-00260-01-WR.

Attachments: [18-1406 14th St \(IL 131 to Sheridan\) IDOT Agreement draft](#)

A motion was made by Member Durkin, seconded by Member Pedersen, that items 8.25 through 8.29 be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 5 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin and Member Pedersen

Absent: 1 - Member Taylor

Recuse: 1 - Member Hewitt

8.27 [18-1407](#)

Joint resolution authorizing an agreement with STV Incorporated, Chicago, Illinois, for Phase III construction engineering services for the reconstruction of 14th Street, from Illinois Route 131/Green Bay Road to Sheridan Road, at a maximum cost of \$1,439,434.80, and designated as Section 99-00260-01-WR.

Attachments: [18-1407 14th St \(IL 131 to Sheridan\) Phase III Consultant Agreement dra](#)

A motion was made by Member Durkin, seconded by Member Pedersen, that items 8.25 through 8.29 be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 5 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin and Member Pedersen

Absent: 1 - Member Taylor

Recuse: 1 - Member Hewitt

8.28 [18-1408](#)

Joint resolution authorizing an agreement with the City of Waukegan for the reconstruction of 14th Street, from Illinois Route 131/Green Bay Road to Sheridan Road, the jurisdictional transfer of the portion of 14th Street within the municipal limits of the City of Waukegan, from Illinois Route 131/Green Bay Road to Victoria Avenue, from the City of Waukegan to Lake County, and designated as Section 99-00260-01-WR.

Attachments: [18-1408 14th St \(IL 131 to Sheridan\) Waukegan Agreement draft](#)

A motion was made by Member Durkin, seconded by Member Pedersen, that items 8.25 through 8.29 be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 5 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin and Member Pedersen

Absent: 1 - Member Taylor

Recuse: 1 - Member Hewitt

8.29 [18-1409](#)

Joint resolution authorizing an agreement with the City of North Chicago for the reconstruction of 14th Street, from Illinois Route 131/Green Bay Road to Sheridan Road, the jurisdictional transfer of the portion of 14th Street within the municipal limits of North Chicago, from Illinois Route 131/Green Bay Road to Victoria Avenue, from the City of North Chicago to Lake County, and designated as Section 99-00260-01-WR.

Attachments: [18-1409 14th St \(IL 131 to Sheridan\) North Chicgao Agreement draft](#)

A motion was made by Member Durkin, seconded by Member Pedersen, that items

8.25 through 8.29 be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 5 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin and Member Pedersen

Absent: 1 - Member Taylor

Recuse: 1 - Member Hewitt

FINANCIAL & ADMINISTRATIVE

8.30 [18-1327](#)

Ordinance amending a previous ordinance designating the voting site assigned to three of the 415 precincts in Lake County Townships.

Attachments: [Polling Place Ordinance - Exhibit A.pdf](#)
[BuffaloCreekParktoElaTownshipOffice.pdf](#)

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.31 [18-1360](#)

Resolution authorizing a contract with Grey Wall Software LLC, New Haven, Connecticut, (Grey Wall Software) for the software maintenance for virtual emergency operations center (VEOCI) software in the annual amount of \$72,000, including four one year renewal options.

Attachments: [Draft Agreement](#)
[Purchasing Award Information](#)

Dan Eder, Emergency Management Agency, and RuthAnne Hall, Purchasing, presented a request for maintenance of the VEOCI software. Mr. Eder indicated that this is the sole proprietor of the software but it is the best system for emergency management services.

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.32 [18-1421](#)

Resolution authorizing a contract with EC America, Inc., McLean, Virginia, (EC America) in the amount of \$170,000 for cyber security remediation and penetration testing.

Attachments: [EC America Immix Group Letter 102318](#)
[439588 Lake County IL 1yr Security Services v3](#)
[Award Information](#)

Information Technology Director Chris Blanding and RuthAnne Hall, Purchasing, presented their request. Mr. Blanding indicated that a consultant will provide complete penetration testing, conduct a vulnerability assessment, and assist in the creation of a plan to address risks and develop a policy framework.

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.33 [18-1398](#)

Resolution authorizing a contract with Ground Up Enterprises, Grayslake, Illinois, (Ground Up Enterprises) for snow plowing and snow removal services at various Lake County facilities for a one year period, with four one year renewals, in the estimated annual amount of \$98,705.

Attachments: [18126 Award Information](#)
[18126 Snow Plow Snow Removal Bid Tab](#)

Jeremiah Varco, Facilities, and RuthAnn Hall, Purchasing, presented a proposal from Ground Up Enterprises for snow plowing and removal services. Ground Up is the current vendor and was determined to be the lowest responsive and responsible bidder.

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.34 [18-1399](#)

Resolution authorizing a contract with The Gordian Group, Inc., Greenville, South Carolina, (The Gordian Group) in the estimated amount of \$200,000 for Job Order Contracting (JOC) consulting services.

Attachments: [JOC Gordian Award Information](#)
[2018-19 Sourcewell Piggyback Proposal](#)

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

unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.35 [18-1402](#)

Committee action approving Change Order Number Two with Thyssenkrupp Elevator, Lombard, Illinois, (Thyssenkrupp Elevator) for elevator modernization at the Babcox Justice Center in Waukegan in the amount of \$75,667.26.

Jeremiah Varco, Facilities, indicated that there is a need for a second change order for elevator modernization at the Babcox Justice Center. He reported that change order one was approved in December 2017 for additional modernization tasks of the adult detention visitor's elevator. There is now a need for additional work including new lights, a brake coil and solenoid, and replacement of the fireman's control panel items to comply with building code and Jail operations regulations. Discussion ensued.

A motion was made by Member Bartels, seconded by Member Hewitt, that this committee action be approved. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.36 [18-1403](#)

Resolution authorizing a contract in an amount not to exceed \$146,500 with Appin Associates, Gurnee, Illinois, (Appin Associates) to provide engineering services for building automation systems for fiscal year (FY) 2019 projects.

Attachments: [2019 Appin Projects Agreement](#)
[2019 Appin Proposal](#)

RuthAnn Hall, Purchasing, indicated that items 8.36 and 8.37 would be contingent upon County Board approval of the budget.

A motion was made by Member Durkin, seconded by Member Pedersen, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.37 [18-1414](#)

Resolution authorizing a contract with Safeware Inc., Lanham, Maryland, (Safeware) for the purchase of facility entry screening equipment for Lake County in the amount of \$336,521.

Attachments: [Safeware Award Information](#)
[Safeware Quote for Equipment](#)
[Safeware quote annual maintenance](#)

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.38 [18-1363](#)

Resolution authorizing a release of Regulatory Agreement and Declaration of Restrictive Covenants by and among the County of Lake, Illinois; Emerald Pointe Limited Partnership; and Bank of New York (BNY) Midwest Trust Company, as Trustee, dated December 1, 2001, recorded January 4, 2002 and amended by First Amendment, recorded December 1, 2011.

Attachments: [Emerald Pointe Agreement](#)
[Banner-Emerald Pointe - Certificate re Section 8 Contract](#)
[Banner-Emerald Pointe - Release of Regulatory Agreement](#)

Finance and Administrative Services Director Patrice Sutton, reported that that in 2001, the County Board approved the issuance of \$7,260,000 in conduit bonds for the purchase, renovation and equipping a multi-family housing project known as Emerald Pointe Apartments. The developer was required to make certain covenants to meet federal affordable housing standards. In 2011, the County Board approved an amendment to refinance the amounts with a private mortgage, but the mortgage did not release the County from the regulatory agreement. The developer has now opted out of Section 8 program and has met the conditions to terminate. The County is now seeking to release the regulatory amendment.

A motion was made by Member Bartels, seconded by Member Durkin, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.39 [18-1376](#)

Ordinance recommending the Fiscal Year (FY) 2019 Annual Budget and Appropriation Ordinance for Lake County, Illinois; said budget having been made conveniently available for public inspection for at least 15 days by posting in the Office of the County Clerk and on the County website.

Attachments: [FY19 Rec Budget - Draft 1 10-4-18 FINAL - for Website.pdf](#)
[List of FY19 Budget Amendments](#)
[FY19 Recommended Budget - Summary before Amendments.pdf](#)

Finance and Administrative Services Director Patrice Sutton presented the proposed FY 2019 budget. She reviewed amendments that were made during the budget hearings.

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.40 [18-1378](#)

Ordinance recommending a Real Property Tax Levy, attached hereto and made part of this Ordinance, providing for the apportionment of taxes across the various items of the fiscal year (FY) 2019 Appropriation Ordinance as adopted by the County Board of Lake County, Illinois.

A motion was made by Member Durkin, seconded by Member Pedersen, that items 8.40 through 8.46 be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.41 [18-1379](#)

Ordinance providing for the levy of a direct annual tax sufficient to produce \$50,000 for Special Service Area (SSA) Number Eight.

A motion was made by Member Durkin, seconded by Member Pedersen, that items 8.40 through 8.46 be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.42 [18-1381](#)

Ordinance appropriating funds and providing for the levy of a direct tax sufficient to produce \$164,919.60 for the Northeast Lake Facilities Planning Area Special Service Area (SSA) Number Nine.

A motion was made by Member Durkin, seconded by Member Pedersen, that items 8.40 through 8.46 be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.43 [18-1382](#)

Ordinance providing for the levy of a direct annual tax sufficient to produce \$34,400 for Special Service Area (SSA) Number 12.

A motion was made by Member Durkin, seconded by Member Pedersen, that items 8.40 through 8.46 be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.44 [18-1383](#)

Ordinance providing for the levy of a direct annual tax sufficient to produce \$260,000 for Special Service Area (SSA) Number 13.

A motion was made by Member Durkin, seconded by Member Pedersen, that items 8.40 through 8.46 be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.45 [18-1384](#)

Ordinance providing for the levy of a direct annual tax sufficient to produce \$13,925 for Special Service Area (SSA) Number 14.

A motion was made by Member Durkin, seconded by Member Pedersen, that items 8.40 through 8.46 be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.46 [18-1385](#)

Ordinance providing for the levy of a direct annual tax sufficient to produce \$56,640 for Special Service Area (SSA) Number 17.

A motion was made by Member Durkin, seconded by Member Pedersen, that items 8.40 through 8.46 be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.47 [18-1387](#)

Resolution authorizing emergency appropriations from various funds for capital projects in the fiscal year (FY) 2019 Capital Improvement Program.

Attachments: [CFY19 PW Modified Budget Capital items ADI sheet.pdf](#)
[2019 CCIP - 10-31-18.pdf](#)

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.48 [18-1416](#)

Resolution authorizing emergency appropriations for Fiscal Year (FY) 2019 in various funds for certain projects, items, and activities budgeted in the prior year and not completed.

Attachments: [Nov 18 Carryovers - Combined](#)

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.49 [18-1423](#)

Resolution authorizing line-item transfers between various funds for the purpose of transferring previously approved funds in Fiscal Year (FY) 2018.

Attachments: [Nov 18 LIT- PW.pdf](#)

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.50 [18-1373](#)

Resolution authorizing a Collective Bargaining Agreement (CBA) with the Illinois Council of Police, as the exclusive representative of the Sheriff Deputies Employee's Bargaining Unit of the Lake County Sheriff's Office.

Attachments: [2016 - 2020 ICOPS Law Enforcement Mark Up 10-2018](#)

Human Resources Director Rodney Marion, Undersheriff Dave Hare and Dawn Wucki-Rossbach, Sheriff's Office, presented a CBA with the Illinois Council of Police representing the Sheriff Deputies employee's bargaining unit. Mr. Marion indicated that the CBA includes annual wage increases totaling \$280,000 for the length of the contract. The agreement also contains provisions that the maximum compensatory time accrual will decrease from 480 hours to 280 hours. Discussion ensued.

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.51 [18-1388](#)

Resolution authorizing the execution of a Collective Bargaining Agreement (CBA) with Teamsters Local Union 700, as the exclusive representative of the Correctional Lieutenants Employees Bargaining Unit of the Lake County Sheriff's Office.

Attachments: [2015 - 2018 Correctional Lieutenants Mark Up](#)

Human Resources Director Rodney Marion, Undersheriff David Hare and Dawn Wucki-Rossbach, Sheriff's Office, reported that this CBA is a three year agreement that extends from December 2015 through November 2018. This agreement will provide a 2.85 percent wage increase for Correctional Lieutenants on December 1, 2015 and increases consistent with the Correctional Sergeants effective December 1, 2016 and December 1, 2017. These increases will cost approximately \$18,000 annually.

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.52 [18-1417](#)

Resolution authorizing Lake County to enter into a Memorandum of Understanding with the International Union of Operating Engineers, Local 150, that will grant employees who are assigned to operate the recently acquired Bio Solid Thermo Dryer (Dryer) a \$1 shift differential.

Attachments: [MOU local 150102318 \(002\)](#)

Human Resources Director Rodney Marion stated that this Memorandum of

Understanding with the International Union of Operating Engineers will permit engineers who are assigned to operate the Bio Solid Thermo Dryer a \$1 shift differential at a cost of \$8,320 per year. The costs will be absorbed by the Public Works Department.

A motion was made by Member Hewitt, seconded by Member Durkin, that this item be recommended for adoption to the consent agenda. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.53 [18-1444](#)

Committee action authorizing settlement of County v. HDG, 17 L 494.

Stephen Rice, State's Attorney's Office, requested settlement authorization of its case against Health Dimensions Group (HDG).

A motion was made by Member Carlson, seconded by Member Pedersen, that the settlement be approved. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.54 [18-1430](#)

Resolution approving the 2019 Lake County Legislative Agenda.

Attachments: [LA FY 2019 Master](#)
[2019 Legislative Program](#)

Paul Fetherston, County Administrator's Office, presented the proposed Legislative Agenda for 2019.

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

8.55 [18-1415](#)

Discussion on options to provide food services through the County café and coffee kiosk.

Interim County Administrator Amy McEwan reported on the ongoing challenges Lake County has faced in securing a vendor to provide food services to serve the irregular volume of people in the Courthouse and Administrative Complex. Many different strategies have been attempted throughout the years. The county does not have a commercial kitchen that could meet the Health Departments standards for food service

and the expense of adding it is significant. RuthAnne Hall, Purchasing, reported the current vendor has provided notice that it will be terminating its agreement with Lake County. Accordingly, Purchasing has solicited feedback from staff and is looking into available options including bundling service with the County's inmate food vendor. Other options include a micromarket and an employee-only cafeteria. Finance and Administrative Services Director Patrice Sutton indicated that employees have expressed favor for a micromarket option, but noted that it would require a \$30,000 subsidy. Danny Davis, Courts Administration, expressed concern that jurors would not have accessibility to food. Discussion ensued. A proposal will be brought in 2019 for consideration.

This matter was discussed.

9. Executive Session

Executive Session was entered into at 2:38 p.m.

A motion was made by Member Hewitt, seconded by Member Carlson, to go into Executive Session. The motion carried by the following vote:

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

9.1 [18-1369](#)

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

Personnel matters were discussed in Executive Session.

Executive Session was adjourned at 2:46 p.m.

A motion was made by Member Hewitt, seconded by Member Carlson, to come out of Executive Session. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

Executive Session was entered into at 2:48 p.m.

A motion was made by Member Hewitt, seconded by Member Durkin, to go into Executive Session. The motion carried by the following vote:

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

9.2 [18-1420](#)

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

Collective bargaining was discussed in Executive Session.

Executive Session was adjourned at 3:36 p.m.

A motion was made by Member Durkin, seconded by Member Pedersen, to come out of Executive Session. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

9.1A [18-1185](#)

Committee action authorizing reclassification of a position in the Workforce Development Department.

(This item was not previously discussed in Executive Session.)

Human Resources Director Rodney Marion presented a request to move a vacant Accountant I position to an Accountant II position in Workforce Development. The duties that will be assigned to this position will be at a higher level and the salary that would be offered to the potential candidate is up to \$65,000. Discussion ensued .

A motion was made by Member Bartels, seconded by Member Hewitt, to authorize the reclassification of a vacant position in Workforce Development from Accountant I to Accountant II.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

9.1B [18-1389](#)

Committee action authorizing an accrual of three weeks of vacation for three employees in the Lake County Sheriff's Office.

A motion was made by Member Durkin, seconded by Member Hewitt, to approve three weeks of vacation for three employees in the Lake County Sheriff's Office. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

9.1C [18-1370](#)

Committee action authorizing reclassification of a position in the Public Works Department.

A motion was made by Member Pedersen, seconded by Member Carlson, to approve a reclassification of a bill supervisor's salary grade from M6 to M7. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

9.2A [18-1443](#)

Committee action authorizing funds for an economic proposal in the Circuit Court Clerk's Office.

This matter was postponed indefinitely.

10. County Administrator's Report

10.1 [18-1400](#)

Update on the procurement card (P-Card) action plan.

Finance and Administrative Services Director Patrice Sutton reported on the 30 day action plan for p-cards. Staff has completed a review of active procurement cards and credit limits, reducing the number of cards from 260 to 235 cards. All p-card holders have been required to sign a form which reacknowledges their understanding of the procurement card policy. Finance staff is following up with those departments which are not submitting p-card statements in a timely fashion. Additionally, policy changes are forthcoming and staff is working with Human Resources to ensure that terminated employees' procurement cards are deactivated upon their departure. Discussion ensued.

This matter was discussed.

10.2 [18-1441](#)

Update on the Strategic Facilities Master Plan.

Kurt Schultz, Construction and Facilities Division, reviewed the Strategic Facilities Master Plan, including the projects that are in the planning, design, and construction phases. He noted that the delay of the construction of a new facility to replace Winchester House - which was caused by a number of issues - is now expected to move forward with a groundbreaking scheduled for December 2018.

This matter was discussed.

11. Members Remarks

Chair Rummel thanked the committee for their service.

12. Adjournment

The meeting was adjourned at 3:49 p.m.

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

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt and Member Pedersen

Absent: 1 - Member Taylor

Next Meeting: TO BE DETERMINED

Meeting minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

Chairman

Vice Chairman

Financial and Administrative Committee