

Lake County Illinois

Meeting held by Video Conference

Physical Location:

18 N County Street (10th Floor), Waukegan, IL 60085



Meeting Minutes - Final

Thursday, September 2, 2021

8:30 AM

The public can register to attend remotely at <https://bit.ly/3jaPFRR>

Financial & Administrative Committee

Pursuant to Section 7(e) of the Illinois Open Meetings Act, the current Gubernatorial Disaster Proclamation, and the Chair's Written Determination, this meeting will be held by audio and video conference.

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

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 who are attending remotely / virtually, (2) Public Comment by individuals in attendance on the 10th Floor, and then (3) written comments.

Individuals providing Public Comment will provide the following information:

- * Meeting: F&A (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> * * *

0. [21-1171](#)

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

Attachments: [Determination - Chair Hart 7.30.21\[379\]](#)

1. Call to Order

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

2. Pledge of Allegiance

Member Pedersen 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: All Members*

Other present:

Sydney Dawson, County Board Office

Jim Chamernik, Sheriff's Department

Walter Willis, SWALCO

Alex Carr, Communications

Ann Maine, Board Member

Austin McFarlane, Public Works

Brenda O'Connell, Planning, Building, and Development

Carissa Casbon, Board Member

Cassandra Torstenson, County Administrator's Office

Chris Blanding, Enterprise Information Technology

Don Dugan, Facilities

Gary Gibson, County Administrator's Office

Gina Roberts, Board Member

Gunnar Gunnarsson, State's Attorney's Office

Holly Kim, Treasurer's Office

Jeremiah Varco, Facilities

Jim Hawkins, County Administrator's Office

John Light, Human Resources

Mary Ross Cunningham, Board Member

Matt Meyers, County Administrator's Office

Patrice Sutton, Finance and Administrative Services

RuthAnne Hall, Purchasing

Sandy Hart, County Board Chair

Shane Schneider, Division of Transportation

Theresa Glatzhofer, County Board Office

Todd Schroeder, Nineteenth Circuit Court

Al Giertych, Division of Transportation

Angela Cooper, Nineteenth Circuit Court

Ashley Rack, Sheriff's Office
Carl Kirar, Facilities
Chris Covelli, Sheriff's Office
Dominic Strezo, Planning, Building, and Development
Eric Waggoner, Planning, Building, and Development
Irshad Khan, Facilities
Joy Gossman, Public Defender
Krista Kennedy, Finance and Administrative Services
Mary Crain, Division of Transportation
Micah Thornton, Circuit Court
Michael Wheeler, Finance and Administrative Services
Ruby Acosta, Finance and Administrative Services
Ryan Pinter, Information Technology
Stacy Davis-Wynn, Finance and Administrative Services
Stephen Rice, State's Attorney's Office
Steve Spagnolo, State's Attorney's Office
Susan August, Finance and Administrative Services

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

Chair Frank stated he was able to attend the farewell ceremony for Winchester House and thanked everyone for all of their hard work.

7. Unfinished Business

There was no unfinished business to discuss.

8. New Business

CONSENT AGENDA (Items 8.1 - 8.14)

Approval of Minutes

8.1 21-1281

Minutes from July 29, 2021.

Attachments: [F&A 7.29.21 Draft Minutes](#)

A motion was made by Member Clark, seconded by Member Vealitzek, that the 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 [21-1282](#)

Minutes from August 5, 2021.

Attachments: [F&A 8.5.21 Draft Minutes](#)

A motion was made by Member Clark, seconded by Member Vealitzek, that the 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

LAW & JUDICIAL

8.3 [21-1251](#)

Joint resolution authorizing an emergency appropriation in the amount of \$50,000 in funding from the Illinois Department of Healthcare and Family Services and the approval of the renewal of Intergovernmental Agreement for the Nineteenth Judicial Circuit's Access and Visitation Program for state Fiscal Year (FY) 2022.

Attachments: [Renewal Intergovenmental Agreement Access Visitation](#)
[LIT Template - County Board JE 50k AV](#)

A motion was made by Member Clark, seconded by Member Vealitzek, that this resolution be adopted and added to the Board agenda. 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 [21-1252](#)

Joint resolution authorizing an emergency appropriation with offsetting revenue in the amount of \$20,000 to support the Nineteenth Judicial Circuit Court's Self-Represented Litigant Coordinator.

Attachments: [19th Cir Grant Award Letter 2021](#)
[SRL Agreement 2021-2022](#)
[LIT Template - County Board JE 20k SRL](#)

A motion was made by Member Clark, seconded by Member Vealitzek, that this resolution be adopted and added to the Board agenda. 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

8.5 [21-1242](#)

Joint resolution appropriating \$1,187,000 of Motor Fuel Tax funds for the maintenance and electrical service of traffic control signals, street lights, and Lake County

PASSAGE field elements, under the applicable Illinois Highway Code, from December 1, 2021, to November 30, 2022, authorizing the one-year renewal clause with Meade Electric Company, Inc., Willowbrook, Illinois, in the amount of \$926,165.14.

Attachments: [21-1242 Vendor Disclosure, Meade](#)

A motion was made by Member Clark, seconded by Member Vealitzek, that this resolution be adopted and added to the Board agenda. 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 [21-1243](#)

Joint resolution authorizing an agreement with the State of Illinois/Illinois Department of Transportation (IDOT), for improvements at the intersection of Illinois Route 60 and Wilson Road, and appropriating \$50,000 of ¼% Sales Tax for Transportation funds.

Attachments: [21-1243 IDOT Agreement](#)
[21-1243 Location Map, IL 60 at Wilson Road](#)

A motion was made by Member Clark, seconded by Member Vealitzek, that this resolution be adopted and added to the Board agenda. 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 [21-1244](#)

Joint committee action item approving Change Order Number 12 consisting of an increase of \$2,080.20 for additions to the Cedar Lake Road reconstruction contract.

Attachments: [21-1244 Committee Action Memo, Cedar Lake Road](#)
[21-1244 Vendor Disclosure, Lake Co. Grading](#)
[21-1244 Location Map, Cedar Lake Road](#)

A motion was made by Member Clark, seconded by Member Vealitzek, 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

FINANCIAL & ADMINISTRATIVE

8.8 [21-1271](#)

Resolution authorizing a one-year contract renewal, for secure remote access via Citrix Workspace with CDW Government (CDW-G), Vernon Hills, Illinois, in an estimated amount of \$54,081, with the option to renew for two additional one-year periods.

Attachments: [FY21 - CDW \(Citrix\) - \\$54,081QUO](#)
[FY21 - CDW - Vendor Disclosure Statement - Citrix Renewal](#)

A motion was made by Member Clark, seconded by Member Vealitzek, that this resolution be adopted and added to the Board agenda. 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 [21-1267](#)

Resolution ratifying a contract with Ebben Masonry, Wauconda, Illinois for the Adult Probation window lintel repairs in an estimated amount of \$39,230.

Attachments: [Vendor Disclosure Form](#)
[215 Water St, Waukegan - 7.20.2021](#)
[Emergency Procurement Memo Adult Probation Window Lintels 27JUL20](#)

A motion was made by Member Clark, seconded by Member Vealitzek, that this resolution be adopted and added to the Board agenda. 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

8.10 [21-1263](#)

Report from Robin M. O'Connor, County Clerk, for the month of July, 2021.

Attachments: [LCC Report for July 2021](#)

A motion was made by Member Clark, seconded by Member Vealitzek, that this communication or report be received and placed on the Board agenda. 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

8.11 [21-1226](#)

Report from Mary Ellen Vanderventer, Recorder of Deeds, for the month of July 2021.

Attachments: [July 2021](#)

A motion was made by Member Clark, seconded by Member Vealitzek, that this communication or report be received and placed on the Board agenda. 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

8.12 [21-1206](#)

Report of Holly Kim, Treasurer, for January 2021.

Attachments: [Cash & Investment Report January 2021](#)

[Cash & Investment Report January 2020](#)

A motion was made by Member Clark, seconded by Member Vealitzek, that this communication or report be received and placed on the Board agenda. 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

8.13 [21-1207](#)

Report of Holly Kim, Treasurer, for February 2021.

Attachments: [Cash & Investment Report February 2021](#)

[Cash & Investment Report February 2020](#)

A motion was made by Member Clark, seconded by Member Vealitzek, that this communication or report be received and placed on the Board agenda. 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

8.14 [21-1208](#)

Report of Holly Kim, Treasurer, for March 2021.

Attachments: [Cash & Investments Report for March 2021](#)

[Cash & Investments Reports for March 2020](#)

A motion was made by Member Clark, seconded by Member Vealitzek, that this communication or report be received and placed on the Board agenda. 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

LAW & JUDICIAL

8.15 [21-1253](#)

Joint resolution authorizing an emergency appropriation with offsetting revenue in the amount of \$290,901 to implement Adult Redeploy Illinois programming for the Nineteenth Judicial Circuit Court.

Attachments: [FY22 Intergovernmental Agreement 7.29.21](#)

[LIT Template - County Board JE 290k Adult ReDeploy](#)

Todd Schroeder, Executive Director of the Nineteenth Circuit Court, reported on the renewal grant for the Adult Redeploy program. The funding provides substance abuse services for high risk offenders on probation.

A motion was made by Member Clark, seconded by Member Danforth, that this resolution be recommended for adoption to the Board agenda. 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

8.16 [21-1240](#)

Joint resolution accepting the High Intensity Drug Trafficking Area (HITDA) grant from the Office of National Drug Control Policy (ONDCP) and authorizing an emergency appropriation in the amount of \$294,000.

Attachments: [HIDTA G21CH0004A Agreement 2021-2022](#)

Jim Chamernik, Sheriff's Office Business Manager, reported on the renewal of the High Intensity Drug Trafficking Area grant. The funding will assist with overtime for the task force that removes drugs and guns off the street.

A motion was made by Member Simpson, seconded by Member Vealitzek, that this resolution be recommended for adoption to the Board agenda. 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

8.17 [21-1239](#)

Discussion of the Ordinance to amend Chapter 35, Section 35.36 Fees for Services Performed by Lake County Sheriff's Office (LCSO) by adopting a revised fee schedule for the LCSO.

Attachments: [Sheriff's Office Fee Study Presentation](#)

Jim Chamernik, Sheriff's Office Business Manager, presented on the Sheriff's Office revised fee for services schedule. Mr. Chamernik provided a review of the FY 2022 goals, the cost of services versus the fee structure, reviewed the statutes, and provided an overview of the market comparison. A lengthy discussion ensued in regards to the fees for periodic imprisonment.

The Committee agreed to remove the fees for periodic imprisonment on the amended ordinance and review again once there is more information.

PUBLIC WORKS, PLANNING & TRANSPORTATION

8.18 [21-1269](#)

Joint Resolution authorizing a contract with Constellation NewEnergy Gas Division, LLC Louisville, Kentucky for Natural Gas Transportation and Management Services in an annual estimated amount of \$397,580.00.

Attachments: [Award Information](#)
[2021 2022 Vendor Disclosure Statement](#)
[Bid Sheet](#)
[Energy Market Update-July 2021.pdf](#)

RuthAnne Hall, Purchasing, reported on the contract for the management of natural gas. There is an increase from last year due to the above average temperatures. The Public Works, Planning and Transportation Committee gave direction to move forward on carbon offsets. Discussion ensued.

A motion was made by Member Wilke, seconded by Member Clark, that this resolution be recommended for adoption to the Board agenda. 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

FINANCIAL & ADMINISTRATIVE

Facilities and Construction Services

8.19 [21-1272](#)

Resolution authorizing an agreement with STANLEY Convergent Security Solutions, Inc., Fischer, Indiana, for new software licenses, programming and installation of 23 operator workstations in the Babcox Adult Correctional Facility in the amount of \$116,000.

Attachments: [Award Information-Stanley](#)
[Revised Quote](#)
[Vendor Disclosure Statement](#)

RuthAnne Hall, Purchasing, reported on the contract that was budgeted for FY 2021 to install the software on computers to work the door locks at the jails.

Carl Kirar, Facilities and Construction Director, reported the work was programmed for the purchase of the software, licensing, and programming.

A motion was made by Member Clark, seconded by Member Vealitzek, that this resolution be adopted and added to the Board agenda. 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

8.20 [21-1273](#)

Resolution authorizing an agreement with TK Elevator Corporation, Downers Grove, Illinois, for remote control of three detention elevators in the new Court Tower in the amount of \$70,340.

Attachments: [Award Information-TK](#)
[VENDOR DISCLOSURE STATEMENT v012319 2](#)
[Lake County Remote Panel Wiring & Finals WO 8-2021](#)

Carl Kirar, Facilities and Construction Director, reported on the new wiring and remote control for the three detention elevators for central control and the bull pen located in the new Court Tower. Discussion ensued.

A motion was made by Member Vealitzek, seconded by Member Pedersen, that this resolution be adopted and added to the Board agenda. 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

8.21 [21-1274](#)

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

Attachments: [Gordian Award Information - 2021](#)
[Lake County-vendor disclosure statement v6 FINAL \(002\) \(002\)](#)
[2021 JOC Consultant Agreement](#)

Carl Kirar, Facilities and Construction Director, reported the Gordian Group has been the County's job consultant for construction since 2008. The consultant developed a construction task catalog which lists preset unit prices that the County's job contractors do. The contract was sourced through the County's purchasing contract to move the program forward. Discussion ensued.

A motion was made by Member Pedersen, seconded by Member Vealitzek, that this resolution be adopted and added to the Board agenda. 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

8.22 [21-1278](#)

Director's Report - Facilities and Construction Services.

Carl Kirar, Facilities and Construction Director, reported on the Winchester House

Demolition project. The County has the unique opportunity to strategically invest in facilities needs. After working with Finance and the County Administrators, Facilities proposes to advance the Capital Improvement Plan.

Human Resources

8.23 [21-1268](#)

Discussion and direction on a resolution increasing the years of military service an employee can purchase and then convert to IMRF Service Credit from two (2) to four (4) years.

Attachments: [Form 63A Adopt 4 Years](#)

John Light, Human Resources Director, presented the option to increase the number of years veterans can purchase service credits in the IMRF system for their military time. Discussion ensued. The Committee agreed to move forward with the resolution.

8.24 [21-1270](#)

Resolution adding a Paid Parental Leave Policy to the Employee Policies and Procedures Manual.

Attachments: [Section 4.13 Paid Parental Leave \(redline\)](#)
[Section 4.13 Paid Parental Leave Changes Accepted](#)

John Light, Human Resources Director, reported on the proposed draft resolution for four weeks paid parental leave per birth or placement. The policy runs concurrently with FMLA. A lengthy discussion ensued and the Committee decided to postpone the resolution until the next Financial and Administrative Committee Meeting.

A motion was made by Member Danforth, seconded by Member Wilke, that this resolution be postponed. 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

8.25 [21-1279](#)

Director's Report - Human Resources.

John Light, Human Resources Director, followed up and gave the status on the bargaining of Martin Luther King (MLK) day as a fixed holiday with unions. Director Light also reported the applicant software has been implicated and the on boarding software is moving forward.

Information and Technology

8.26 [21-1280](#)

Director's Report - Information Technology.

Chris Blanding, Information Technology Director, had nothing to report.

Finance and Administrative Services

8.27 [21-1324](#)

Discussion on Estimated Tax Levy.

Attachments: [Estimated Tax Levy Presentation](#)

Patrice Sutton, Chief Financial Officer, reported on the change to the Tax Levy. The Committee agreed on new growth only. Discussion ensued.

8.28 [21-1325](#)

Director's Report - Finance and Administrative Services.

Patrice Sutton, Chief Financial Officer, had nothing to report.

County Administration

8.29 [21-1264](#)

Ordinance Authorizing the Dissolution of the Lake Bluff Mosquito Abatement District.

Attachments: [LBMAD Ordinance to Dissolve](#)
[LBMAD Financial Review](#)

Matt Meyers, Assistant County Administrator, reported on the dissolution of the Lake Bluff Mosquito Abatement District, noting that they started the process in February, based on the outreach from the district. The process required an audit of the finances. The remaining funds in the reserves will be distributed to the municipalities.

A motion was made by Member Vealitzek, seconded by Member Wilke, that this ordinance be recommended for adoption to the Board agenda. 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

8.30 [21-1285](#)

American Rescue Plan Act (ARPA) Update.

Jim Hawkins, Deputy County Administrator, began the update on the American Rescue Plan Act.

Matt Meyers, Assistant County Administrator, gave an overview of the Act and stated the report is on the County website. Discussion ensued.

Chair Frank suggested to Chair Hart to request a sub-committee to review the ARPA. The Committee agreed to allow staff to move forward to receive funding for the mitigation foreclosure program.

Todd Schroeder, Nineteenth District Executive Director, reported putting in a new program request for the Eviction program. Director Schroeder gave an overview of the program.

9. County Administrator's Report

Matt Meyers, Assistant County Administrator, reported on the process of the 2022 Legislative Agenda. The initial discussion will start at the Legislative Committee Meeting on Tuesday, September 7 at 1:00 p.m.

10. Executive Session

A motion was made by Member Clark, seconded by Member Pedersen, that this item be approved. 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

10.1 [21-1286](#)

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

This matter was discussed

10.2 [21-1287](#)

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

This matter was discussed

10.3 [21-1288](#)

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

This matter was discussed

10.4 [21-1289](#)

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

A motion was made by Member Vealitzek, seconded by Member Clark, that the minutes be approved as amended. 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

10.4 [21-1319](#)

A

Approval of Executive Session Minutes from July 29, 2021.

A motion was made by Member Simpson, seconded by Member Clark, to come out of executive session. 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

11. Members Remarks

There were no member remarks.

12. Adjournment

Chair Frank declared the meeting adjourned at 11:56 a.m.

Next Meeting: September 9, 2021

Minutes prepared by Kristy Cechini.

Respectfully submitted,

Chair, Financial and Administrative Services Committee