

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, September 2, 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 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Others present:

*Barry Burton, County Administrator
Anthony Cooling, Finance and Administrative Services
Chris Creighton, Finance and Administrative Services
KC Doyle, County Administrator's Office
RuthAnne Hall, Purchasing
Karla Hastings, Human Resources
Benjamin Gilbertson, County Administrator's Office
Jodi Gingiss, Community Development
Chris Kopka, Risk
Adlil Issakoo, County Administrator's Office
Donna Jo Maki, Executive Justice Council
Kimberly Mannette, Information Technology
Rodney Marion, Human Resources
Amy McEwan, Deputy County Administrator
Jerry Nordstrom, Health Department
Lori Nordstrom, Information Technology
Lore Powell, Information Technology
Brandy Schroff, Purchasing
Kurt Schultz, Finance and Administrative Services
Howie Sell, Information Technology
Michele Slav, Finance and Administrative Services
Mary Stevens, Courts
Patrice Sutton, Finance and Administrative Services
Robert Szarzynski, Human Resources
Kirk Talbott, Information Technology
Jennie Vana, Communications
Jeremiah Varco, Facilities
Blanca Vela-Schneider, County Board Office
Ryan Waller, Assistant County Administrator
Farrah Watson, Finance and Administrative Services
Dawn Wucki-Rosbach, Sheriff's Office*

2. Pledge of Allegiance

Chair Paxton led the Pledge of Allegiance.

3. Approval of Minutes

There were no minutes for approval.

4. Added to Agenda

There were no items added to the agenda.

5. Public Comment

There was no public comment.

6. Old Business

6.1 [15-0886](#)

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

Deputy County Administrator Amy McEwan indicated it is within the Board's purview whether or not to assess a fee to those who utilize the electronic vehicle charging stations.

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

A motion was made by Member Mandel, seconded by Member Rummel, that the proposed ordinance be amended so that there would not be any charge to the public or employees. Motion carried by the following roll call vote.

Aye: Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel

Nay: Member Sauer

A motion was made by Member Hewitt, seconded by Member Rummel, that this ordinance be recommended for adoption as amended to the consent agenda .

Motion carried by the following roll call vote:

Aye: 6 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel and Member Rummel

Nay: 1 - Member Sauer

7. New Business

Member Mandel suggested the Finance and Administrative Committee be provided a monthly report showing the Treasurer's balances. Chair Paxton indicated that the information is available via the Revenue, Records, and Legislation (RRL) Committee. The general consensus is for board members to use the RRL agenda to obtain this information rather than receive it separately.

PLANNING, BUILDING & ZONING

7.1 [15-0905](#)

Joint resolution to approve an Intergovernmental Agreement with the Illinois Office of the Comptroller to obtain access to the Comptroller's Local Debt Recovery Program.

Matt Meyers of the Planning, Building and Development Department reported this Intergovernmental Agreement with the Comptroller's Local Debt Recovery Program allows the County to collect delinquent debts such as outstanding fines or fees via the debtor's state income tax refund, payroll check, or other state payment such as lottery winnings.

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

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.2 [15-0906](#)

Joint resolution to enter into a contract for consulting services with Beth Malloy and Associates, Chicago, Illinois, in a not to exceed amount of \$266,420 to provide consulting services for the implementation phase for the replacement of the land management, code enforcement and permitting system for Lake County.

Matt Meyers of Planning, Building and Development reported this contract for consulting services will assist the County in managing the implementation of the new land management system. The consultant will act on behalf of the County and will make sure the County is utilizing the system in the most effective way. Discussion ensued.

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

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

LAW & JUDICIAL

7.3 [15-0898](#)

Joint resolution authorizing the renewal of the State's Attorney's Prosecutor Based Victim Services grant program, awarded by the Illinois Criminal Justice Information Authority (ICJIA), including \$61,127 in federal funds.

A motion was made by Member Rummel, seconded by Member Sauer, to recommend items 7.3 through 7.6 for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.4 [15-0899](#)

Joint resolution authorizing the renewal of the State's Attorney's Prosecutor Based Victim Services grant program, awarded by the Illinois Criminal Justice Information Authority (ICJIA), including \$61,553 in federal funds.

A motion was made by Member Rummel, seconded by Member Sauer, to recommend items 7.3 through 7.6 for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.5 [15-0900](#)

Joint resolution authorizing the application award and execution of the renewal of an interagency agreement with the Illinois Criminal Justice Information Authority (ICJIA) to provide federal funding of \$35,605 for the Children's Advocacy Center Victim Advocate Grant for an additional 12 months.

A motion was made by Member Rummel, seconded by Member Sauer, to recommend items 7.3 through 7.6 for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.6 [15-0901](#)

Joint resolution authorizing the application and execution of the renewal of an interagency agreement with the Illinois Criminal Justice Information Authority (ICJIA) to provide federal funding of \$54,376 for the Children's Advocacy Center Victim Advocate Grant for an additional 12 months.

A motion was made by Member Rummel, seconded by Member Sauer, to recommend items 7.3 through 7.6 for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.7 [15-0865](#)

Joint resolution authorizing and emergency appropriation in the amount of \$430,000, with offsetting revenue, in the Circuit Court's budget.

Mary Stevens requested an emergency appropriation to cover the unexpected increase of juror fees mandated by the State and the additional costs associated with appointment of attorneys to handle the over twenty cases of individuals who were arrested under the Racketeer Influenced Corrupt Organizations (RICO) Act where having an attorney from the Public Defender's Office would be a conflict of interest.

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

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.8 [15-0866](#)

Joint resolution authorizing an emergency appropriation in the Circuit Court's budget, with offsetting revenue, in the amount of \$340,231 for a Behavioral Health Treatment Court Collaborative (BHTCC) grant.

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

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.9 [15-0912](#)

Joint resolution authorizing a contract with TA Bowman Constructors, LLC of of Bloomingdale, Illinois, and further authorizing assignment of that contract to Clark Construction Group LLC of Chicago, Illinois, as Construction Manager at Risk (CMAR) for the miscellaneous metals work for the Lake County courthouse expansion project in the amount of \$1,101,000.

Kurt Schultz of the Finance and Administrative Services Department reported items 7.9 and 7.10 are part of the Courthouse Expansion Project. The associated work for these contracts are miscellaneous metals and fireproofing. The contracts are within the reasonable tolerance of what was estimated. He noted approval of these resolutions will also authorize the assignment of the contracts to Clark Construction Group.

A motion was made by Member Sauer, seconded by Member Mandel, that item s 7.9 and 7.10 be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.10 [15-0917](#)

Joint resolution authorizing a contract with American Fireproofing, Inc. of Crown Point, Indiana, and further authorizing assignment of that contract to Clark Construction Group LLC of Chicago, Illinois, as Construction Manager at Risk (CMAR) for the spray fireproofing work for the lake county courthouse expansion project in the amount of \$359,850.

A motion was made by Member Sauer, seconded by Member Mandel, that item s 7.9 and 7.10 be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

HEALTH & COMMUNITY SERVICES

7.11 [15-0896](#)

Joint resolution authorizing an emergency appropriation from the Fund 210 Health Department Fund reserves in the amount of \$750,000 for the Zion Community Health Center Construction Project.

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

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.12 [15-0909](#)

Joint resolution authorizing an emergency appropriation in the amount of \$1,120,308 in the Community Development Neighborhood Stabilization (NSP 1 and 3) Program budgets as a result of revenue from the sale of homes purchased under the program.

Jodi Gingiss of Community Development reported this item relates to a 2008 federal stimulus package where the County purchased, rehabilitated and resold homes. These funds have been reinvested four times. While there is no official end date, it is expected that this will be the last reinvestment of funds as some funds are needed to subsidize the purchase of the homes for the below income homebuyers. The stimulus requires 25 percent of the total stimulus funds to be spent on rental units. This stage includes eight rental units and six multi-family units which will not generate any program income. When there is no longer funding for a house, staff will return with a recommendation to Health and Community Services Committee on how to spend down the remaining funds and close the program with Housing and Urban Development. Discussion ensued.

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

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.13 [15-0918](#)

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) WIA Rapid Response Layoffs and Closings Grant and authorizing an emergency appropriation in the amount of \$210,650.

Assistant County Administrator Ryan Waller reported the resolution is for a grant in the amount of \$210,650 for dislocated workers.

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

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

PUBLIC WORKS & TRANSPORTATION

Assistant County Administrator Ryan Waller reported on substantial discussion of the water and sanitary sewer rate study. He indicated an ordinance would be coming to the next Public Works and Transportation Committee. An email will be provided to the full board inviting them to attend.

7.14 [15-0925](#)

Joint resolution authorizing execution of an agreement with Quality Power Solutions, Madison, Wisconsin, in the amount of \$109,142 for consulting services associated with the Public Works Arc Flash South Area Study.

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

the following vote:

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.15 [15-0929](#)

Joint resolution authorizing execution of an Agreement for Sewage Disposal by and between the County and the North Shore Water Reclamation District.

This item was removed from the agenda.

FINANCIAL & ADMINISTRATIVE

7.16 [15-0930](#)

Resolution authorizing a contract with Crowe Horwath LLP, Oak Brook, Illinois, in the amount not to exceed \$120,000, for a vulnerability assessment.

RuthAnne Hall of Purchasing presented a one year contract for a security vulnerability assessment which will identify vulnerabilities in the County's systems and recommend priorities and options for remediation. Any remediation services will require a separate contract.

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

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.17 [15-0911](#)

Resolution ratifying an emergency procurement with Iskalis Interiors, Inc of Gurnee, Illinois, in the amount of \$32,200 and Servpro of Gurnee, Illinois, in the amount of \$42,603.07 for the emergency repairs to the first floor of the Babcox Justice Complex.

RuthAnne Hall of Purchasing reported the emergency procurement is for emergency repairs to the first floor of the Babcox Justice Complex.

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

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.18 [15-0854](#)

Resolution accepting the annual Emergency Management Assistance grant funding from the Illinois Emergency Management Agency (EMA) for federal fiscal year 2015 Emergency Management Performance Grant pass through funds in the maximum amount of \$154,181.14.

Patrice Sutton of Finance and Administrative Services indicated that due to a timing challenge, this agreement was brought before Chairman Lawlor in August. Revenue from this grant will offset currently budgeted expenses in the Lake County Emergency Management Agency department.

A motion was made by Member Sauer, seconded by Member Rummel, that this item be recommended for adoption to the consent agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.19 [15-0931](#)

Resolution approving the County's 2015 Health, Life and Dental Insurance Plan.

Human Resources Director Rodney Marion presented the proposed health, life and dental program for 2016. It is recommended that all employee premiums increase by half of a percent, the traditional preferred provider organization (PPO) plan deductible be increased by \$100 for single coverage and \$200 for family, and require health risk assessment (HRA) participation for employees in the consumer driven health plan (CDHP) to obtain the health savings account contribution from the County. Additionally, employees hired after January 1, 2016 will not have the traditional PPO as a benefit plan option.

Alternate scenarios were reviewed. Members Mandel and Sauer recommended the premium cost for the traditional PPO be increased to one and one-half percent. Discussion ensued.

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

A motion was made by Member Mandel, seconded by Member Sauer, to amend the motion to increase the traditional PPO premium from one-half percent to one and one-half percent while other plans' premiums increase to one-half percent as originally proposed. The motion failed by the following roll call vote:

Ayes: 3 - Member Hewitt, Member Mandel, Member Sauer

Nays: 4 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Rummel

A motion was made by Member Mandel, seconded by Member Carlson to amend the motion to increase the traditional PPO premium from one-half percent to one percent while other plans' premiums increase to one-half percent as originally proposed. The motion carried by the following roll call vote:

Ayes: 6 - Chair Paxton, Member Hewitt, Member Mandel, Member Rummel, Member Sauer

Nays: 1 - Vice Chair Taylor

A motion was made by Member Mandel to amend the motion to decrease the health savings account contribution by the County by \$117 for single coverage and \$235 for family contribution. The motion failed due to a lack of a second.

A motion was made by Member Rummel, seconded by Member Taylor, that this resolution be recommended for adoption as amended to the consent agenda . The

motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

8. Executive Session

There was no Executive Session.

9. County Administrator's Report

9.1 [15-0823](#)

Presentation and annual update from Information Technology (IT).

Information Technology (IT) Director Kirk Talbott and Lori Nordstrom of IT presented on behalf of the IT department. Last year, an outside consultant provided 41 major recommendations of which notable progress was made on 45 percent.

IT has altered the way it handles the IT Help Desk. A professional manager was brought in and marked improvement has been seen. The replacement of computers has occurred in a more efficient manner. There also has been a shift on how technology is acquired. Connectivity at the County continues to improve and staff is working on the standardization, evaluation, planning, management and implementation process for projects. Staff is also working on a detailed IT capacity plan to determine the amount that can be accomplished with existing staff. An IT Service analysis is scheduled to determine what services should continue to be supported by IT and which should be eliminated. Staff will also work on IT Service costing, multi-year technology/service plans, and a prioritized security enhance and investment program. Discussion ensued.

County Administrator Barry Burton noted Mr. Talbott has resigned from Lake County effective at the end of the week.

9.2 [15-0913](#)

Presentation of Legislative Program Proposals.

Assistant County Administrator Ryan Waller and Adlil Issakoo of the County Administrator's Office reviewed proposed 2016 state and federal initiatives with a financial impact from the recommended 2016 legislative program.

The County Administrator's Office and Circuit Courts are seeking legislative authority from the state to assess a judicial facilities fee of an amount not to exceed \$30 on civil cases upon filing and criminal cases upon conviction. Will and Kane Counties already have legislative authority. This fee would be used to offset the costs associated with the construction of new judicial facilities.

The Sheriff's Office is seeking clarification from the state regarding the Inmate Welfare Fund. A portion of commissary sales in prisons is dedicated for the well-being of inmates but the language does not clearly specify if the funds can be used for the cost of medical care. An amendment to the language is being sought to allow the use of inmate welfare funds for the cost of medical care.

The County supported initiative is an amendment to the Juror Fee Trailer Bill which proposes amending county fees for jurors to \$20 for the first day and \$32 for every additional day and allows the fees to offset travel, meals, and other non daycare expenses provided for jury service set by the County Board. The proposed language also includes the ability for the County Board to approve higher compensation for jurors, as well as enact an ordinance or resolution to collect a juror services fee not to exceed %15 which may be paid in civil actions.

A federal support initiative was proposed to block further defunding, or at least preserve the existing funds, of the HOME program and, ideally, restore HOME funding to original levels. This initiative would be a joint effort with NACo.

Mr. Waller noted there are other initiatives being sought that have no financial impact. Upon inquiry from Member Mandel, Mr. Waller indicated information is still being reviewed by the assessors regarding a centralized assessment office but there is an initiative in process to eliminate the Round Lake Sanitary District as the functions have already been transferred over to Lake County.

10. Adjournment

The meeting was adjourned at 2:33 p.m.

A motion was made by Member Rummel, seconded by Member Mandel, to adjourn the meeting. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Meeting minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

Chairman

Vice-Chairman

Finance and Administrative Committee