

# Lake County Illinois

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



## **Meeting Minutes - Final**

**Wednesday, February 1, 2017**

**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** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

*Others present:*

*Barry Burton, County Administrator*

*Carol Calabresa, County Board Member*

*Jim Chamernik, Sheriff's Office*

*Anthony Cooling, Finance and Administrative Services*

*Mark Curran, Sheriff*

*Cameron Davis, Assistant County Administrator*

*Karen Fox, State's Attorney Office*

*Matt Fronk, State's Attorney Office*

*Ben Gilbertson, County Administrator's Office*

*Gary Gordon, Finance and Administrative Services*

*Gunner Gunnerson, State's Attorney's Office*

*RuthAnne Hall, Purchasing*

*Ryan Horne, Finance and Administrative Services*

*Doretha Johnson, Division of Transportation*

*Chris Kopka, Risk*

*Amy McEwan, Deputy County Administrator*

*Jerry Nordstrom, Health Department*

*Mike Peck, Veterans Assistance Commission*

*Phil Perna, Public Works*

*Mark Pfister, Health Department*

*Ray Rose, Undersheriff*

*Paula Trigg, Division of Transportation*

*Jennie Vana, Communications*

*Blanca Vela-Schneider, County Board Office*

*David Wathen, Sheriff's Office*

*Tom Weber, County Board Member*

*Jeff Werfel, County Board Member*

*Mike Wheeler, Finance and Administrative Services*

*Dawn Wucki-Rossbach, Sheriff's Office*

*Chair Rummel, noting that a quorum of the Committee is physically present, reported that Member Bartels will participate in the meeting electronically due to an illness.*

**2. Pledge of Allegiance**

*Member Hewitt led the Pledge of Allegiance.*

**3. Approval of Minutes**

**3.1 [17-0137](#)**

Minutes from November 2, 2016.

**A motion was made by Member Hewitt, seconded by Member Carlson, that the**

**minutes for items 3.1 through 3.4 be approved. The motion carried unanimously.**

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

**3.2 [17-0138](#)**

Minutes from January 11, 2017.

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

**3.3 [17-0128](#)**

Revenue, Records and Legislation Committee minutes from November 2, 2016.

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

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

**3.4 [17-0130](#)**

Revenue, Records and Legislation Committee Executive Session minutes from November 2, 2016.

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

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

**4. Addenda to the Agenda**

*County Administrator Barry Burton reported that the Consent Agenda Header should be moved below Item 8. New Business.*

**A motion was made by Member Carlson, seconded by Member Taylor, to amend agenda to move the Consent Agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

**5. Public Comment**

*There were no comments from the public.*

**6. Chairman's Remarks**

*There were no remarks from the Chairman.*

**7. Old Business**

*There was no old business to conduct.*

**8. New Business**

*County Board Chairman Aaron Lawlor remarked that Senator Link introduced Senate Bill (SB0669) which proposes making the Lake County Board Chairman seat be elected countywide. He stated that Senator Link's bill has merit but does not go far enough to implement broad reforms for Lake County government. He suggested that a referendum*

*be used to allow the voters to decide how Lake County government should be run and requested that the Financial and Administrative Committee place a resolution for consideration on its next agenda. The consensus of the committee was to place an item on the February 8, 2017 agenda for consideration.*

**CONSENT AGENDA (Items 8.1 - 8.7)**

**8.1 [17-0100](#)**

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of December 2016.

**A motion was made by Member Pedersen, seconded by Member Mathias, that consent agenda items 8.1 through 8.7 be recommended for adoption to the County Board agenda. Motion carried by voice vote.**

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

**8.2 [17-0094](#)**

Joint resolution accepting the Healthcare Foundation of Northern Lake County, a one-time grant to provide dental services to veterans of Lake County and authorizing an emergency appropriation in the amount of \$25,000.

**A motion was made by Member Pedersen, seconded by Member Mathias, that consent agenda items 8.1 through 8.7 be recommended for adoption to the County Board agenda. Motion carried by voice vote.**

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

**8.3 [17-0141](#)**

Joint resolution ratifying an emergency procurement with Metropolitan Industries, Inc., Romeoville, Illinois, in the amount of \$55,077 for emergency repairs to the Ela Lift Station.

**A motion was made by Member Pedersen, seconded by Member Mathias, that consent agenda items 8.1 through 8.7 be recommended for adoption to the County Board agenda. Motion carried by voice vote.**

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

**8.4 [17-0115](#)**

Joint resolution appropriating \$240,000 of Motor Fuel Tax funds for concrete pavement patching, where necessary on various County highways, and designated as Section 17-00000-10-GM.

**A motion was made by Member Pedersen, seconded by Member Mathias, that consent agenda items 8.1 through 8.7 be recommended for adoption to the County Board agenda. Motion carried by voice vote.**

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

8.5 [17-0116](#)

Joint resolution appropriating \$75,000 of County Bridge Tax funds for televising, inspecting, and cleaning storm sewers along various County highways, and designated as Section 17-00000-07-GM.

**A motion was made by Member Pedersen, seconded by Member Mathias, that consent agenda items 8.1 through 8.7 be recommended for adoption to the County Board agenda. Motion carried by voice vote.**

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

8.6 [17-0118](#)

Joint resolution approving Change Order Number Three consisting of an increase of \$43,236.65, appropriating a supplemental amount of \$50,000 of County Bridge Tax funds for the repair of bike path bridges on the Robert McClory Bike Path, over Russell Road and Illinois Route 173, and designated as Section 16-00173-14-BR.

**A motion was made by Member Pedersen, seconded by Member Mathias, that consent agenda items 8.1 through 8.7 be recommended for adoption to the County Board agenda. Motion carried by voice vote.**

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

8.7 [17-0085](#)

Resolution approving the Years of Service Recognition Program.

**A motion was made by Member Pedersen, seconded by Member Mathias, that consent agenda items 8.1 through 8.7 be recommended for adoption to the County Board agenda. Motion carried by voice vote.**

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

**REGULAR AGENDA**

**LAW & JUDICIAL**

8.8 [16-1232](#)

Joint resolution authorizing an intergovernmental agreement (IGA) between the Village of Vernon Hills and the County of Lake for utilization of the Lake County Shared NICE Inform/Organizer System.

*Deputy County Administrator Amy McEwan reported that the collaborative project between the Lake County Emergency Telephone System Board (ETSB) and police agencies allows the sharing of various types of files by assigning them case numbers.*

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

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

**HEALTH & COMMUNITY SERVICES**

**8.9 [17-0120](#)**

Joint resolution accepting the Health Care Foundation of Northern Lake County, Illinois, Department of Human Services, and Friends for Health grants and authorizing an emergency appropriation in the amount of \$154,300 for fiscal year (FY) 2017.

*Health Department Executive Director Mark Pfister reported that this request is for the acceptance of three grants. The first grant awards an additional \$5,000 for an external consultant at the Round Lake Area Student Health and Wellness Center. The second grant awards an additional \$90,000 for personnel and supplies for the Women, Infants, and Children (WIC) Breastfeeding Peer Counselor Program. The third grant awards \$59,300 for personnel, women's health and family planning services, and funding for a pregnancy program center at the North Shore Health Center.*

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

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

**PUBLIC WORKS & TRANSPORTATION**

*Member Taylor reviewed items 8.10 and 8.11. County Administrator Barry Burton reported that item 8.10, the agreement with Baxter & Woodman, Inc., is for a study of the infrastructure that leads to the Fox Lake sewer treatment plant. He noted that the Village of Fox Lake will conduct a study of the infrastructure in the facility and the facility's staff to ensure the system is running efficiently.*

**8.10 [17-0140](#)**

Joint resolution authorizing an agreement with Baxter & Woodman, Inc., Crystal Lake, Illinois, in the amount of \$130,450 for engineering services associated with the Northwest Lake Facility Planning Area (FPA) Regional System Review Study.

**A motion was made by Member Durkin, seconded by Member Pedersen, that items 8.10 and 8.11 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

**8.11 [17-0117](#)**

Joint resolution appropriating \$3,870,000 of Motor Fuel Tax funds for the resurfacing of Aptakisic Road, from Buffalo Grove Road to Illinois Route 21, and Buffalo Grove Road, from Lake Cook Road to Illinois Route 83, and designated as Section 16-00999-26-RS.

**A motion was made by Member Durkin, seconded by Member Pedersen, that items 8.10 and 8.11 be recommended for adoption to the County Board agenda. The motion carried unanimously.**

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

**FINANCIAL & ADMINISTRATIVE**

**8.12 [17-0122](#)**

Tax Abatement Ordinance for the Series 2008A General Obligation Bonds.

*Ryan Horne, Finance and Administrative Services, reported that items 8.12 through 8.16 are the administrative portion of tax abatements. There is sufficient sales tax revenue to abate the entire tax levy on each of these series.*

**A motion was made by Member Hewitt, seconded by Member Taylor, that items 8.12 through 8.16 be recommended for adoption to the County Board agenda.  
Motion carried by voice vote.**

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

**8.13 [17-0125](#)**

Tax Abatement Ordinance for the Series 2010A General Obligation Bonds.

**A motion was made by Member Hewitt, seconded by Member Taylor, that items 8.12 through 8.16 be recommended for adoption to the County Board agenda.  
Motion carried by voice vote.**

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

**8.14 [17-0129](#)**

Tax Abatement Ordinance for the Series 2011A General Obligation Bonds.

**A motion was made by Member Hewitt, seconded by Member Taylor, that items 8.12 through 8.16 be recommended for adoption to the County Board agenda.  
Motion carried by voice vote.**

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

**8.15 [17-0131](#)**

Tax Abatement Ordinance for the Series 2013 General Obligation Road Bonds.

**A motion was made by Member Hewitt, seconded by Member Taylor, that items 8.12 through 8.16 be recommended for adoption to the County Board agenda.  
Motion carried by voice vote.**

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

**8.16 [17-0133](#)**

Tax Abatement Ordinance for the Series 2015A General Obligation Bonds.

**A motion was made by Member Hewitt, seconded by Member Taylor, that items 8.12 through 8.16 be recommended for adoption to the County Board agenda.  
Motion carried by voice vote.**

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

8.17 [17-0135](#)

Resolution authorizing the first Collective Bargaining Agreement, (CBA) between the Illinois Council of Police and Lake County Health Department/Lake County Board-Animal Care and Control Division.

*Human Resources Director presented a collective bargaining agreement between the Illinois Council of Police and Lake County Health Department/ Lake County Board-Animal Care and Control Division. Mr. Marion indicated that this newly formed union represents 11 employees in animal care control. The wage increases are in line with non union employee wage increases. There is also a three percent discretionary increase, similar to the County's proficiency increase for non union employees. Employees would be eligible for this increase once every five years and only if the proficiency increase program is continued. An employee must meet certain criteria and have a certain evaluation score to be eligible for this three percent increase.*

*Mr. Marion reported that the proposed contract would be retroactive from December 2015 through November 2018. Upon inquiry from Member Hewitt, Mr. Marion reported that union agreements typically take time to negotiate, particularly when negotiating with a new union group. Discussion ensued.*

**A motion was made by Member Hewitt, seconded by Member Taylor, that items 8.12 through 8.17 be recommended for adoption to the County Board agenda.**

**Motion carried by voice vote.**

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

8.18 [17-0139](#)

Committee action authorizing reclassification of a position in the County Administrator's Office.

*County Administrator Barry Burton reported that the Assistant to the County Administrator position was recently vacated. The department has had an influx of critical projects related to shared services, consolidation of automation function across multiple departments, and functional oversight over multiple county departments. These projects require someone with more experience than Assistant to the County Administrator and Mr. Burton requested that the vacant position be upgraded to Assistant County Administrator. The salary increase difference, from the budgeted position, will range from \$52,167 to \$85,424. The department's operating budget will absorb the additional cost.*

**A motion was made by Member Pedersen, seconded by Member Hewitt, that this item be approved. The motion carried unanimously.**

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

8.19 [17-0142](#)

Presentation of the Statements of Auditing Standards (SAS) No. 114 letter, "The Auditor's Communication with Those Charged with Governance."

*Ryan Horne of Finance and Administrative Services presented the Statements of*



*Auditing Standards (SAS) No. 114 Letter, "The Auditor's Communication with Those Charged with Governance." The Committee has the ability meet with the auditor independent of finance staff.*

**9. Executive Session**

*Executive Session was entered into at 1:38 p.m.*

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

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

**9.1 [17-0112](#)**

Executive Session to discuss imminent matters pursuant to 5 ILCS 120/2 (c)(11).

**This matter was discussed in Executive Session.**

*Executive Session was adjourned at 2:20 p.m.*

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

**Aye:** 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

**9.2 [17-0113](#)**

Committee action authorizing settlement authority.

**A motion was made by Member Pedersen, seconded by Member Hewitt, to authorize settlement of the Leslie Coles matter in the amount of \$228,144.31. Motion carried by voice vote.**

**Aye:** 6 - Chair Rummel, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

**Not Present:** 1 - Vice Chair Bartels

**10. County Administrator's Report**

*County Administrator Barry Burton reported that staff is working on a fee analysis study as part of the County's five year review.*

*Mr. Burton stated that staff has met with the County's legislative delegation regarding its legislative program. The County will provide a report regarding the bills that have been filed in Springfield and will introduce the County's new lobbyist at a future date.*

*Mr. Burton indicated that there is a vacancy in the Information Technology Director position. A contract for interim assistance is being sought until the position is filled, which may take six months or longer.*

*Mr. Burton announced that his staff is meeting with departments in regards to strategic planning. Strategic planning dates for the County Board are set for March 16 and March 22, 2017 at the University Center. Mr. Burton also reported on leader round table*

*meetings and the upcoming teletown hall meeting.*

**11. Members Remarks**

*There were no remarks from the members.*

**12. Adjournment**

*The meeting was adjourned at 2:21 p.m.*

**A motion was made by Member Taylor, seconded by Member Carlson, that this item be approved. The motion carried unanimously.**

**Aye:** 6 - Chair Rummel, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

**Not Present:** 1 - Vice Chair Bartels

*Meeting minutes prepared by Blanca Vela-Schneider.*

*Respectfully submitted,*

---

*Chairman*

---

*Vice-Chairman*

---

*Financial and Administrative Committee*