

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, December 6, 2017

1:00 PM

Assembly Room, 10th Floor

Financial and Administrative Committee

1. Call to Order

Chair Rummel called the meeting to order at 1:02 p.m.

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

Others present:

*Paul Frank, County Board Member
Sandy Hart, County Board Member
Mary Ross Cunningham, County Board Member
Jeff Werfel, County Board Member
Chris Blanding, Information Technology
Barry Burton, County Administrator
Keith Caldwell, Geographical Information Systems
Jim Chamernik, Sheriff's Office
Danny Davis, Court Administrator
Paul Fetherston, Assistant County Administrator
Ben Gilbertson, Finance and Administrative Services
Jodi Gingiss, Community Development
Gary Gordon, Finance and Administrative Services
RuthAnne Hall, Finance and Administrative Services
Dave Hare, Undersheriff
Ryan Horne, Finance and Administrative Services
Chris Kopka, Human Resources
Kimberly Mannette, Information Technology
Donna Jo Maki, County Administrator's Office
Rodney Marion, Human Resources
Amy McEwan, Deputy County Administrator
Kasey Morgan, Courts Administration
Meghan Topp, Chief County Assessor's Office
Jay Ukena, Nineteenth Judicial Courts
Jennie Vana, Communications
Blanca Vela-Schneider, County Board Office
Mike Warner, Stormwater Management Commission
Dakisha Wesley, Assistant County Administrator
Mike Wheeler, Finance and Administrative Services
Dawn Wucki-Rossbach, Sheriff's Office
Carla Wyckoff, County Clerk*

2. Pledge of Allegiance

Member Taylor led Pledge of Allegiance.

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

3. Approval of Minutes

3.1 [17-1349](#)

Minutes from October 4, 2017.

A motion was made by Member Durkin, seconded by Member Taylor, that the minutes for items 3.1 and 3.2 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 [17-1350](#)

Minutes from November 1, 2017.

A motion was made by Member Durkin, seconded by Member Taylor, that the minutes for items 3.1 and 3.2 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

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 the chairman.

7. Old Business

There was no old business to conduct.

8. New Business

CONSENT AGENDA (Items 8.1 - 8.7)

LAW & JUDICIAL

8.1 [17-1324](#)

Joint resolution authorizing the renewal 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), including \$153,930 in federal funds.

A motion was made by Member Hewitt, seconded by Member Durkin, that items 8.1 through 8.7 of the Consent Agenda 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

8.2 [17-0608](#)

Joint resolution authorizing an increase in a 2015 Community Development Block Grant (CDBG) award to Family First by \$7,000 to cover elevator storage fees.

A motion was made by Member Hewitt, seconded by Member Durkin, that items 8.1 through 8.7 of the Consent Agenda 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

8.3 [17-1325](#)

Joint resolution authorizing an emergency appropriation in the amount of \$17,381 for the Lake County Workforce Development Department.

A motion was made by Member Hewitt, seconded by Member Durkin, that items 8.1 through 8.7 of the Consent Agenda 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

PUBLIC WORKS AND TRANSPORTATION

8.4 [17-1331](#)

Joint resolution appropriating \$50,000 of Motor Fuel Tax funds for the 2018 repair and replacement of various guardrail and fence installations, under the applicable Illinois Highway Code, and designated as Section 18-00000-06-GM.

A motion was made by Member Hewitt, seconded by Member Durkin, that items 8.1 through 8.7 of the Consent Agenda 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

8.5 [17-1273](#)

Report from Carla N. Wyckoff, County Clerk, for the month of October 2017.

A motion was made by Member Hewitt, seconded by Member Durkin, that items 8.1 through 8.7 of the Consent Agenda 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

8.6 [17-1306](#)

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of October 2017.

A motion was made by Member Hewitt, seconded by Member Durkin, that items 8.1

through 8.7 of the Consent Agenda 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

8.7 [17-1298](#)

Report from David B. Stolman, Treasurer, for the month of September 2017.

A motion was made by Member Hewitt, seconded by Member Durkin, that items 8.1 through 8.7 of the Consent Agenda 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

REGULAR AGENDA

HEALTH & COMMUNITY SERVICES

8.8 [17-1296](#)

Joint resolution authorizing reallocation of 2017 grant award and program income from the Lake County Affordable Housing Program (AHP).

Jodi Gingiss, Community Development, indicated that this resolution reallocates funding that was not used. The local Community Organizations Active in Disaster have identified several furnaces in need of repair or replacement due to the July 2017 floods.

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

8.9 [17-1323](#)

Joint resolution approving an emergency appropriation to accept the Illinois Department of Commerce and Economic Opportunity (DCEO) Trade Adjustment Assistance grant modification and authorizing an emergency appropriation in the amount of \$286,232.67.

Deputy County Administrator Amy McEwan reported this grant is to help 49 displaced workers get additional training.

A motion was made by Member Carlson, seconded by Member Pedersen, 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

8.10 [17-1327](#)

Joint resolution authorizing an agreement with the Wisconsin Central Railroad Limited, appropriating \$620,000 of ¼% Sales Tax for Transportation funds for the reconstruction of a

railroad crossing, installation of pedestrian signals, construction of a concrete sidewalk, embankment, landscaping and other related items along Aptakisic Road in the Village of Buffalo Grove, and designated as Section 12-00088-20-RR.

A motion was made by Member Taylor, seconded by Member Hewitt, that items 8.10 through 8.14 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 [17-1328](#)

Joint resolution authorizing an agreement with ECONOLITE/Traffic Control Corporation, Woodridge, Illinois, for the 2017 Intelligent Transportation System (ITS) PASSAGE Network improvements, appropriating \$145,000 of ¼% Sales Tax for Transportation funds, and designated as Section 17-00999-48-TL.

A motion was made by Member Taylor, seconded by Member Hewitt, that items 8.10 through 8.14 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

8.12 [17-1332](#)

Joint resolution appropriating \$810,000 of Motor Fuel Tax funds for the resurfacing of Golden Road, from Deep Lake Road to Grass Lake Road, which will be improved under the Illinois Highway Code for a total of 1.29 miles, and designated as Section 17-00147-02-RS.

A motion was made by Member Taylor, seconded by Member Hewitt, that items 8.10 through 8.14 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

8.13 [17-1333](#)

Joint resolution authorizing a contract with Martam Construction, Inc., Elgin, Illinois, in the amount of \$568,224.80 for the retaining wall maintenance and culvert replacement on Gilmer Road and Sequoia Road, and designated as Section 14-00000-07-GM.

A motion was made by Member Taylor, seconded by Member Hewitt, that items 8.10 through 8.14 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

8.14 [17-1334](#)

Joint resolution authorizing the acquisition of a sight distance easement at the intersection of Hainesville Road at Clarendon Drive by agreement or condemnation.

A motion was made by Member Taylor, seconded by Member Hewitt, that items 8.10

through 8.14 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

PLANNING, BUILDING & ZONING

8.15 [17-1345](#)

Joint committee action authorizing the Stormwater Management Commission (SMC), submittal of grant applications to the Federal Emergency Management Agency (FEMA) Pre-Disaster Mitigation (PDM) and Flood Mitigation Assistance (FMA) Programs.

Mike Warner, Stormwater Management Commission, reported this grant is to remove residents from at risk homes. This grant application, in conjunction with five other local communities, proposes to purchase 15 residential structures and provide another \$240,000 in associated project work.

A motion was made by Member Bartels, seconded by Member Taylor, 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

FINANCIAL & ADMINISTRATIVE

8.16 [17-1315](#)

Resolution authorizing emergency appropriations for fiscal year (FY) 2018 in various funds for certain projects, items, and activities budgeted in the prior year and not completed.

Michael Wheeler, Finance and Administrative Services, presented a list of items, projects, and activities budgeted, but not completed in 2017. An emergency appropriation is needed to allocate these funds into fiscal year 2018's budget.

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

8.17 [17-1316](#)

Committee action approving Change Order Number One for executive recruitment and employee leasing with GovHR USA, Northbrook, Illinois, in the amount not to exceed \$109,200.

RuthAnne Hall, Purchasing, reported the County has an existing contract with GovHR USA. Assistant County Administrator Dakisha Wesley reported there are several significant projects that require attention. Former Undersheriff Ray Rose will be brought on in a temporary capacity to assist with Lake County security governance and prioritization, public safety liaison for countywide construction and facility projects that are to be included in the Corporate Capital Improvement Plan, assist with Sheriff's Office

Facility Master Plan, and to provide additional project related support.

A motion was made by Member Hewitt, seconded by Member Pedersen, 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

8.18 [17-1317](#)

Committee action approving Change Order Number One with Thyssenkrupp Elevator, Lombard, Illinois, for elevator modernization at the Babcox Justice Center in Waukegan in the amount of \$249,801.

Finance and Administrative Services Director Gary Gordon reported Lake County authorized a contract with Thyssenkrupp Elevator in July 2017 for elevator modernization of two detention elevators at the adult detention center in Waukegan. A third elevator was included as a bid alternative to the bid process and it has been recently been determined there is a need for it.

A motion was made by Member Carlson, seconded by Member Durkin, 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 [17-1320](#)

Resolution authorizing a contract with Mohawk Carpet Distribution, Inc. of Calhoun, Georgia, for flooring with related equipment, products, supplies, installation, and services in the estimated annual amount of \$200,000.

Finance and Administrative Services Director Gary Gordon reported this contract with Mohawk Carpet Distribution is through a cooperative purchasing agreement with National Joint Powers Alliance. While the vendor is from Georgia, the carpet will be installed by local vendors.

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

8.20 [17-1340](#)

Resolution authorizing a contract with Telcom Innovations Group (TIG), Itasca, Illinois, for the installation and programming of VoIP (Voice over Internet Protocol) telephones and related equipment in the amount of \$60,876.

Information Technology Director Chris Blanding reported the contract with Telcom Innovations Group is for the completion of replacing the county's aging phone system.

A motion was made by Member Durkin, seconded by Member Carlson, 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

8.21 [17-1314](#)

Resolution approving the 2018 Lake County State and Federal Legislative Program.

Ben Gilbertson, Finance and Administrative Services, presented the proposed 2018 Lake County State and Federal Legislative Program recommended by the Ad Hoc Legislative Committee. He reported there was significant discussion at the Ad Hoc Legislative Committee regarding the driver's license reinstatement program and modifications have been incorporated, per the committee's direction.

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

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

9. Executive Session

Executive Session was entered into at 1:20 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 [17-1318](#)

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

This matter was discussed in Executive Session.

Executive Session was adjourned at 1:47 p.m.

A motion was made by Member Hewitt, seconded by Member Durkin, to come out of Executive Session. 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

9.1A [17-1319](#)

Committee action authorizing a salary adjustment of six positions in the 19th Judicial Circuit Court.

This matter failed due to a lack of a motion.

Executive Session was entered into at 1:48 p.m.

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

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

Not Present: 1 - Vice Chair Bartels

9.2 [17-1336](#)

Executive Session to discuss pending litigation pursuant to 5 ILCS 120/2 (c)(11) and establishment of claims reserves pursuant to 5 ILCS 120/2 (c) (12).

This matter was discussed in Executive Session.

Executive Session was adjourned at 2:15 p.m.

A motion was made by Member Durkin, seconded by Member Pedersen, that this item be to come out of Executive Session. 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

10. County Administrator's Report

10.1 [17-1326](#)

Discussion and possible direction regarding potential short-term enhancements to Property Tax Communication.

Assistant County Administrator Paul Fetherston reported there has been a desire to improve communications with residents to enhance transparency and raise taxpayer awareness and understanding of property taxes. Two significant avenues through which property tax information is communicated are the annual tax bill and corresponding insert and through Lake County's website. Information was presented on (a) the difficulty in redesigning the tax bill to include contact information for each taxing district; (b) a proposal to redesign the tax bill insert to maximize transparency and awareness; and (c) the My Tax Distribution web tool which includes parcel-specific tax distribution and links to taxing entities. Discussion ensued.

The consensus was to proceed with the proposed modifications.

This item was discussed.

Finance and Administrative Services Director Gary Gordon reported staff will be releasing a statement of interest in order to find engineers and architects for the future demolition of Winchester House. Before the structure can be demolished, abatement and planning work needs to be completed.

Mr. Gordon also noted staff is completing preliminary bid work for the renovation of the 10th floor. Construction is not expected in fiscal year 2018, but may begin in fiscal year 2019.

County Administrator Barry Burton reported two County Clerk resolutions regarding polling

places were left in draft status and did not end up on the Financial and Administrative Services Committee agenda. With the concurrence of the chairman of the Financial and Administrative Committee and County Board chairman, staff will place these two resolutions on the County Board agenda. County Clerk Wyckoff reported resolution 17-1272 will discontinue service at the Calvary Presbyterian Church due to insufficient parking and voting space and full accessibility for voters. The new voting site is the Round Lake Village Hall. Resolution 17-1341 discontinues service at Libertyville Manor Extended Care due to insufficient parking and voting space. The new site is the Lake County Forest Preserve District General Offices in Libertyville.

11. Members Remarks

There were no members remarks.

12. Adjournment

The meeting was adjourned at 2:47 p.m.

**A motion was made by Member Hewitt, seconded by Member Pedersen, to adjourn.
The motion carried unanimously.**

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

Next Meeting: January 10, 2018

Meeting minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

Chairman

Vice Chairman

Financial and Administrative Committee