

Lake County Illinois

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



Agenda Report - Final

Wednesday, August 2, 2017

1:00 PM

Assembly Room, 10th Floor

Financial and Administrative Committee

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes

3.1 [17-0830](#)

Minutes from June 28, 2017.

Attachments: [F&A 6.28.17 Minutes - Final](#)

3.2 [17-0831](#)

Executive Session minutes from June 28, 2017.

3.3 [17-0832](#)

Executive Session minutes from June 28, 2017.

4. Addenda to the Agenda

5. Public Comment

6. Chairman's Remarks

7. Old Business

8. New Business

CONSENT AGENDA (Items 8.1 - 8.9)

LAW & JUDICIAL

8.1 [17-0812](#)

Joint resolution authorizing the renewal of the State's Attorney's Law Enforcement Response to Drugs - Drug Prosecution grant program, awarded by the Illinois Criminal Justice Information Authority (ICJIA), including \$150,000 in federal funds.

- This is a renewal of the Law Enforcement Response to Drugs - Drug Prosecution Program, a federal grant administered through the ICJIA.
- Funding for this grant, formally known as the Multi-Jurisdictional Drug Prosecution grant, began in 1988, and has been renewed each year.
- The federal funds will provide funding for 69 percent of the salaries of one gang/narcotics prosecution division chief, one assistant state's attorney and one trained police investigator dedicated to the prosecution of drug related offenses covering the time period of October 1, 2017 through September 30, 2018.
- Program goals include increasing public safety and reducing the large social and economic cost of narcotics use by increasing awareness and skill levels of professionals involved in the identification, investigation and prosecution of drug trafficking.
- Sources of program funding include \$150,000 in federal funds and \$30,000 in matching funds provided from the State's Attorney's Asset Forfeiture Fund, for a grant program total of \$180,000.

Attachments: [Announcement Letter 07 11 17 \(3\)](#)

8.2 [17-0815](#)

Joint resolution authorizing the renewal of the State's Attorney's Violent Crime Victims Assistance (VCVA) grant program awarded by the Office of the Illinois Attorney General, including grant funding of \$31,000.

- This is a request to renew the VCVA grant administered through the Office of the Illinois Attorney General, with a grant period from July 1, 2017 through June 30, 2018.
- Funding for this grant began in 1990 and has been renewed each year.
- Grant program goals include the promotion of fairness, accountability and coordination of services for victims and witnesses of domestic violence, and the promotion of policy and procedure for domestic violence cases in order to improve response by law enforcement and court personnel.
- The grant will fund \$31,000 to offset the salary of a domestic violence victim witness coordinator (DV Coordinator).
- The DV Coordinator position and grant is already included in the State's Attorney's approved fiscal year (FY) 2017 budget.

Attachments: [18-0925 VCVA Grant Award Letter](#)

PUBLIC WORKS AND TRANSPORTATION

8.3 [17-0834](#)

Joint resolution authorizing a five-year lease agreement, with two successive five-year renewal options, with Verizon Wireless of Basking Ridge, New Jersey, to maintain telecommunications equipment on the Lake County Water Tower at 30109 North Park Lane Green Oaks, Illinois.

- The Lake County Board approved the replacement of the Countryside Manor Water Tower at their meeting in July 2016.
- The structure is in its final stage of completion and Verizon Wireless requested space on the water tower and adjacent property to install, maintain, and operate telecommunications equipment and antennas to provide wireless phone and data services to its customers.
- There is a need to enter into a lease agreement to provide Verizon Wireless access to the property at 30109 North Park Lane, Green Oaks, Illinois to install, remove, replace, modify, maintain, and operate the telecommunications equipment.
- The lease will provide revenue to Lake County in the amount of \$36,000 per year with a 10 percent increase at each five-year renewal period.
- It is hereby requested that the County Board Chair be authorized to execute the lease agreement with Verizon Wireless of Basking Ridge, New Jersey.

Attachments: [WATER TOWER LEASE AGREEMENT](#)

8.4 [17-0809](#)

Joint resolution authorizing a contract with Peter Baker and Son Company, Lake Bluff, Illinois, in the amount of \$32,409.69 for the Hot-Mix Asphalt (HMA) surface removal, patching and construction of HMA Leveling Binder and Surface Course Lifts on 11th Street in the Benton Township Road District, which will be improved under the Illinois

Highway Code for a total of .11 miles, and designated as Section 17-03114-00-GM.

- 2017 Benton Township Road District: Contract Award.
- A total of four bids were received, ranging from \$32,409.69 to \$44,338.69, and the lowest responsible bidder is Peter Baker and Son Company, Lake Bluff, Illinois, in the amount of \$32,409.69.
- This project is included in the highway improvement program.

Attachments: [Bid Tab, Benton Road District.pdf](#)

8.5 **17-0817**

Joint resolution authorizing an agreement for professional engineering services with Infrastructure Management Services (IMS), Rolling Meadows, Illinois, at a maximum cost of \$80,000, for the annual pavement testing services and associated components, appropriating \$100,000 of Matching Tax funds, and designated as Section 17-00219-00-ES.

- 2017 Pavement Management System, Field Testing: Consultant Agreement and Appropriation.
- The County approved an agreement for professional engineering services with IMS in 1986 to implement a pavement management system.
- IMS was the original supplier of said database information and has skill in pavement testing services that is necessary to update the database within the County's Automated Repair Guidance System (Argus).
- The pavement data in the system is updated on a yearly basis, utilizing information collected, using dynamic load testing and laser testing procedures.
- Approximately 25 percent of the County highway system is retested each year.
- Information from the pavement management system is used to generate recommended resurfacing projects for the next five years.
- In accordance with the Local Government Professional Services Selection Act, the recommended firm is IMS of Rolling Meadows, Illinois, at a cost of services of \$80,000.
- This project is included in the highway improvement program.

Attachments: [17-0817 2017 Pavement Management System Consultant Agreement D](#)

8.6 **17-0819**

Joint resolution appropriating \$716,400 of Motor Fuel Tax funds for the purpose of maintaining streets and highways, including utility services, under the applicable Illinois Highway Code, from December 1, 2017 to November 30, 2018, and \$100,000 of Matching Tax funds for deicing materials, and designated as Section 18-00000-00-GM.

- 2018 Motor Fuel Tax Fund, Patrol One General Maintenance Materials and Services: Appropriation.
- In order to perform necessary highway maintenance, the Division of Transportation must purchase Patrol One general maintenance materials and services.
- Patrol One general maintenance materials and services may include, but not be limited to, supplies such as paint, sign posts, shoulder aggregate, and deicing materials, as well as utility services and repairs.
- An appropriation of \$716,400 of Motor Fuel Tax funds and \$100,000 of Matching Tax funds must be made prior to a letting being held.
- This project is included in the highway improvement program.

8.7 [17-0810](#)

Joint resolution authorizing a contract with Peter Baker and Son Company, Lake Bluff, Illinois, in the amount of \$102,714.52 for resurfacing and patching in Newport Township Road District, and designated as Section 17-11112-00-GM.

- [2017 Newport Township Road District: Contract Award.](#)
- A total of four bids were received, ranging from \$102,714.52 to \$128,900, with Peter Baker and Son Company, Lake Bluff, Illinois, being the lowest responsible bidder with a contract amount of \$102,714.52.
- This project is included in the highway improvement program.

Attachments: [Bid Tab, Newport Road District.pdf](#)

FINANCIAL & ADMINISTRATIVE

8.8 [17-0769](#)

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

Attachments: [LCC Report for June 2017.pdf](#)

8.9 [17-0770](#)

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

Attachments: [June 2017.pdf](#)

REGULAR AGENDA

LAW & JUDICIAL

8.10 [17-0816](#)

Joint resolution authorizing an amendment for an extension and increase of federal funding for the State's Attorney's Victim of Crime Act (VOCA) Prosecutor Based Victim Services grant program number 215277, awarded by the Illinois Criminal Justice Information Authority (ICJIA), which will continue to support the program through December 31, 2017, and an emergency revenue appropriation of \$19,103.

- This grant extension is for the Prosecutor Based Victim Services program, a VOCA victim assistance grant administered through the ICJIA.
- The performance period of VOCA grant number 215277 was October 1, 2016 through September 30, 2017. The extension and increased grant funding of \$19,103 would continue to support the program for an additional three months, through December 31, 2017.
- The focus of this grant is to provide advocacy services to the currently underserved sexual assault victim population.
- The federal funds are allocated to 86 percent of the grant assigned sexual assault victim witness coordinator's salary and benefits.
- Sources of program funding for this extension include \$19,103 in federal funds and matching funds of \$4,775 in County contribution as budgeted in the State's Attorney's budget, for a grant program total of \$23,878.

Attachments: [215277 Announcement of increase in VOCA funds and extension of gran](#)

8.11 [17-0818](#)

Joint resolution authorizing an amendment and increase of federal funding for the State's Attorney's Victim of Crime Act (VOCA) Prosecutor Based Victim Services grant program number 215936, awarded by the Illinois Criminal Justice Information Authority (ICJIA), which will continue to support the program through December 31, 2017, and an emergency revenue appropriation of \$19,236.

- This grant extension is for the Prosecutor Based Victim Services program, a VOCA victim assistance grant administered through the ICJIA.
- The performance period of VOCA grant number 215936 was October 1, 2016 through September 30, 2017. The extension and increased federal funding of \$19,236 would continue to support the program for an additional three months, through December 31, 2017.
- The focus of this grant is to provide advocacy services to the currently underserved misdemeanor domestic violence, elder abuse and aggravated battery victim population.
- The federal funds are allocated to 100 percent of the grant assigned domestic violence victim witness coordinator's salary and benefits, and additional program costs will be covered by match funds.
- Sources of program funding for this extension include \$19,236 in federal funds and matching funds of \$4,808, which is provided from the State's Attorney's Money Laundering Forfeiture Fund, for a grant program total of \$24,044.

Attachments: [215936 Announcement of increase in VOCA funds and extension of gran](#)

8.12 [17-0788](#)

Joint resolution accepting the Behavioral Health Treatment Court Collaborative (BHTCC) grant number 5H79SM061684, awarded by the United States Department of Health and Human Services, Substance Abuse and Mental Health Services Administration (SAMHSA) for the period of September 30, 2017 through September 29, 2018, which will continue to support the Nineteenth Judicial Circuit's programing in this area, and authorizing an emergency appropriation with offsetting revenue, in the amount of \$291,985.

- The SAMHSA awarded Lake County a four-year BHTCC grant in 2014.
- The annual award amount was \$340,231 but is subject to approval each year.
- The award for Federal Fiscal Year 2018 has been reduced to \$291,985.
- The grant is intended to enhance the various specialty courts operated by the Nineteenth Judicial Circuit Court. This includes Dialectical Behavior Therapy, housing counseling, an employment specialist, peer recovery services, and case management for specialty court clients. There is also funding for a required grant evaluator and for grant management.
- The four main goals of the grant are:
 - Increase stakeholder participation in the Nineteenth Judicial Circuit Court to
 - address the behavioral health needs of adults involved with the criminal justice system;
 - Enhance the trauma-informed care of adults in Specialty Courts;
 - Improve the communication among BHTCC members in terms of resources, case management and referrals; and

- Document outcomes.

Attachments: [BHTCC COA Year 4.pdf](#)

[BHTCC NoA \(2\)](#)

8.13 [17-0792](#)

Joint resolution accepting the Adult Redeploy Illinois (ARI) grant, awarded by the Illinois Criminal Justice Information Authority (ICJIA) for the period of July 1, 2017 through June 30, 2018, which will continue to support the Nineteenth Judicial Circuit's programming in this area, and authorizing an emergency appropriation with offsetting revenue, in the amount of \$225,440.

- The ARI Board recently announced that the Nineteenth Judicial Circuit was awarded \$225,440 in ARI funding for the grant period of July 1, 2017 through June 30, 2018.
- The program will provide residential treatment for high risk and high need offenders who are chemically dependent, recovery coaching services, and access to recovery home services which will provide a continuum of care in the community.
- This resolution authorizes an emergency appropriation of \$225,440 and the execution of a program agreement to accept the grant funding. The grant does not require a match.

Attachments: [Chart of Accounts SFY18.pdf](#)

[ARI SFY18 Award](#)

8.14 [17-0825](#)

Joint resolution authorizing the addition of seven temporary positions to the General Operating Expense (GOE) for the purpose of providing staff relief at the Lake County Jail. The positions will be filled and managed by the Sheriff's Office (SO).

- There are various factors that impact the jail population, the facility and how staffing is managed. Accordingly, the population tends to fluctuate on a weekly basis. When the daily average exceeds 600, the need to open an additional pod based on the current operational model is activated.
- County Administrator's Office (CAO) and SO have been monitoring the staffing situation at the jail. At this time, it has elevated to a budget and staff issue.
- Based on current staffing and budget trends, there is an immediate need to add seven additional positions to staff the additional jail pod (approx. \$750K) to the GOE account. With that understanding, CAO will utilize previously approved funding in the County's payroll contingency account to provide staffing relief.
- This funding is a one-time and temporary solution. CAO encourages SO to consider operational improvements to insure adequate staffing at the jail and develop a permanent solution. These positions can be reduced should the additional pod no longer be required.
- Due to increased staffing needs, without an adjustment in positions, the SO budget is on track to potentially end the year with a budget shortfall. This overage is primarily due to actual and projected overtime to staff the additional jail pod, as well as jail medical costs.

HEALTH & COMMUNITY SERVICES

8.15 [17-0550](#)

Joint resolution approving the 2017 Housing and Community Development Annual Action Plan, authorizing all necessary correspondence for the distribution and implementation of the plan with the United States Department of Housing and Urban Development (HUD).

- Following an initial Public Hearing on February 15, 2017 and two subsequent thirty-day public comment periods, a second public hearing on the 2017 Action Plan was held at the Housing and Community Development Commission (HCDC) meeting on July 19, 2017 before the recommendations advance to the Lake County Board for consideration.
- The fiscal year (FY) 2017 budget of the HUD has been finalized at the federal level. Lake County's combination of Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) and Emergency Solutions Grant (ESG) funds total \$3,998,914 which is an increase of 1.2 percent from the previous year, with the largest increase in HOME by \$32,478 (plus 2.9 percent) to \$1,157,197.
- Following today's Public Hearing, the HCDC will be asked to vote to recommend the 2017 Action Plan for Housing and Community Development to the Lake County Board for approval at its August 8, 2017 meeting.

Attachments: [2017 Lake County Consortium AAP.pdf](#)

8.16 [17-0840](#)

Joint resolution accepting a Lake County Video Gaming Funds grant and authorizing an emergency appropriation in the amount of \$120,000.

- The \$120,000 Lake County grant will be used to fund two case managers and supply costs.
- The case managers will provide wraparound services to individuals or families with severe mental illness (SMI) experiencing homelessness or an unstable housing situation.
- The \$120,000 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the fiscal year (FY) 2017 budget.
- The grant award will be for the period May 1, 2017 through April 30, 2018.

Attachments: [Video Gaming Grant 120K](#)

8.17 [17-0824](#)

Joint committee action approving Change Order Number One for contracts for Youth Program Services with various firms for Lake County Workforce Development.

- The Lake County Board, at its April 2016 Board meeting, authorized contracts with two In-School Youth Programs and five Out-of-School Youth Programs in the amount of \$822,550.
- Funding for the contracts is provided through the Workforce Innovation and Opportunity Act (WIOA) funds.
- The renewal term of the contracts was reduced by 11.36 percent due to one contractor declining renewal and two contracts budgets being reduced by 10 percent due to

financial performance demonstrating the program can be successfully delivered at a lower amount.

- Workforce Development worked with the recipients of the contracts to review their budget and reallocate the funding.
- The Lake County Workforce Development Board, at its July 2017 Board meeting, authorized contracts with two In-School Youth Programs and five Out-of-School Youth Programs in the amount of \$729,077.09.
- Contract renewals are recommended for two In-School Youth Programs: Zion Benton High School, Jobs for Bees, Zion, Illinois, in the amount of \$74,998.15 to service 19 youths and Waukegan High School, SHINE Educational Leadership Program, Waukegan, Illinois, in the amount of \$67,496.36 to service 17 youths.
- Contract renewals are recommended for Out-of-School Youth Programs: Waukegan High School, Pharmacy Tech Program, Waukegan, Illinois, in the amount of \$174,840.47 to service 30 youths, Youth Build Lake County, North Chicago, Illinois, for \$109,348.78 to service 25 youths, First Institute Training and Management, Inc., Crystal Lake, Illinois, for \$195,162.33 to service 23 youths, and Youth Conservation Corps, Waukegan, Illinois, in the amount of \$107,231 to serve 10 youths.
- In accordance with Article 8, Section 101 (1) of the Lake County Purchasing Ordinance it is hereby requested that the Purchasing Agent be authorized to enter into Change Order Number One for the various youth contracts.

Attachments: [Purchasing Award Information 15277](#)

PUBLIC WORKS & TRANSPORTATION

8.18 [17-0839](#)

Joint resolution authorizing a contract with Menoni and Mocogni, Inc., Highland Park, Illinois, for the purchase of sand, gravel, stone, and spoil removal services in an estimated amount of \$226,765.

- The Purchasing Department prepared a shared-services bid to purchase materials including sand, gravel, stone, and spoil removal services for Lake County Public Works, Lake County Division of Transportation, the Village of Mundelein, the Village of Lake Zurich, and the Village of Lincolnshire.
- The previous contract has expired.
- An invitation to bid was issued and extended to nine qualified vendors and sealed bids were received from two local vendors and one non-local vendor, ranging from \$226,765 to \$276,707.50.
- Menoni and Mocogni, Inc., Highland Park, Illinois, was determined to be the lowest responsive and responsible bidder who best meets the needs of the County in an estimated amount of \$226,765, based upon unit pricing.
- Funding has been secured for this service through the fiscal year 2017 approved budget.

Attachments: [17160 Bid Tab](#)

[17160 Award Information](#)

[17160 Bid Document](#)

8.19 [17-0795](#)

Joint resolution authorizing the waiver of flood repair-related permit fees and the reduction of septage disposal fees.

- On July 12, 2017, due to the significant widespread flooding occurring throughout the County, the County Board Chairman proclaimed a disaster in Lake County.
- Also on July 14, 2017, Governor Rauner proclaimed three counties, including Lake County, State disaster areas.
- The flooding has resulted in widespread damage to structures and surface grading in the unincorporated areas and widespread inundation of septic tanks and fields throughout impacted areas.
- For those flood-related structure repairs and top-dressing necessitating permits, and for those inundated septic tanks and fields requiring septage disposal, fees are required by ordinance.
- To assist in disaster relief, such permit fees will be waived and septage disposal fees will be reduced as provided in Appendix A.

Attachments: [APPENDIX A.pdf](#)

8.20 [17-0807](#)

Joint resolution authorizing a contract with Copenhaver Construction, Gilberts, Illinois, in the amount of \$297,159.36 for the Rollins Road at Wilson Boulevard drainage improvement, and designated as Section 15-00080-60-DR.

- [Rollins Road Drainage Improvement: Contract Award.](#)
- Rollins Road at Wilson Boulevard will be improved with increased drainage capacity, including storm sewer, grading, patching, utility relocations and site restoration.
- A total of five bids were received, ranging from \$297,159.36 to \$399,703.70, and the lowest responsible bidder is Copenhaver Construction, Gilberts, Illinois, in the amount of \$297,159.36.
- This project is included in the highway improvement program.

Attachments: [Bid Tab, Rollins Road Drainage Improvements.pdf](#)

8.21 [17-0808](#)

Joint resolution authorizing a contract with Berger Excavating Contractors, Wauconda, Illinois, in the amount of \$6,137,676.24 for the Wilson Road at Nippersink Road roadway construction improvement, and designated as Section 03-00070-06-CH.

- [Wilson Road at Nippersink Road Improvement: Contract Award.](#)
- The intersection of Wilson Road at Nippersink Road will be improved including: soil stabilization, correction of super elevation, adding retaining walls, reconstruction, resurfacing, and the addition of traffic signals and multi-use paths.
- A total of six bids were received, ranging from \$6,137,676.24 to \$8,862,703.45, and the lowest responsible bidder is Berger Excavating Contractors, Wauconda, Illinois, in the amount of \$6,137,676.24.
- This project is included in the highway improvement program.

Attachments: [Bid Tab, Wilson Road & Nippersink Road.pdf](#)

8.22 [17-0811](#)

Joint resolution authorizing a contract with Semper Fi Land Services, Inc., Aurora, Illinois, in the amount of \$1,254,428.47 for the construction of the Buffalo Creek Wetland Mitigation Bank, and designated as Section 01-00000-00-ES.

- [Buffalo Creek Wetland Mitigation Bank: Contract Award.](#)
- It is necessary to mitigate for impacts to wetlands caused by the construction of improvements to designated routes on the County highway system.
- The use of wetland mitigation banks is an environmentally appropriate and cost-effective way of handling the mitigation of said wetland impacts.
- This is a contract to construct the wetland, purchase plant materials, and to install specialized wetland plants that will meet the standards necessary for creating an Army Corp of Engineers Certified Wetland.
- The County and the Lake County Forest Preserve District (LCFPD) entered into an agreement effective April 28, 2000, as amended, providing for a land exchange and allowing the County to acquire a license from the LCFPD for the purpose of creating "wetland banking credits" that could be used for future public roadway improvements.
- A total of five bids were received, ranging from \$1,254,428.47 to \$2,377,394.20 and the lowest responsible bidder is Semper Fi Land Services, Inc., Aurora, Illinois, in the amount of \$1,254,428.47.
- This project is included in the highway improvement program.

Attachments: [Bid Tab, Buffalo Creek Wetland Mitigation Bank.pdf](#)

8.23 [17-0835](#)

Joint resolution authorizing an agreement for Phase III professional engineering services with Hey and Associates, Volo, Illinois, for the construction of a proposed wetland mitigation bank at the Buffalo Creek Forest Preserve at a maximum cost of services described as \$213,500, appropriating \$260,000 of County Bridge Tax funds for these engineering services, and designated as Section 01-00000-00-ES.

- [Buffalo Creek Forest Preserve Wetland Bank: Phase III Consultant Agreement and Appropriation.](#)
- The County has an intergovernmental agreement with the Lake County Forest Preserve District for construction of a County wetland mitigation bank, and a site has been identified at the Buffalo Creek Forest Preserve.
- A consultant will be utilized to undertake the Phase III construction engineering, as well as a five-year monitoring and management period, after construction, to ensure final permit compliance with the Army Corp of Engineers' bank certification requirements.
- In accordance with the Local Government Professional Services Selection Act, the selected, and recommended, firm is Hey and Associates, Volo, Illinois, with a cost of \$213,500.

Attachments: [17-0835 Buffalo Creek Forest Preserve Wetland Mitigation Bank Phase](#)

8.24 [17-0836](#)

Joint resolution authorizing an agreement with Hampton, Lenzini, and Renwick, Inc., Elgin, Illinois, at a cost of \$256,683.98, for Phase I preliminary engineering and Phase II design engineering services to repair or replace three culverts crossing at Hutchins Road at Mill Creek Road, appropriating \$310,000 of County Bridge Tax funds, and

designated as Section 17-00275-02-BR.

- [Hutchins Road at Mill Creek Culverts: Consultant Agreement and Appropriation.](#)
- Three culverts on Hutchins Road at Mill Creek need repair or replacement.
- A consulting engineering firm will be utilized to provide Phase I preliminary engineering and Phase II design engineering services for this improvement.
- In accordance with the Local Government Professional Services Selection Act, the selected and recommended consultant is Hampton, Lenzini, and Renwick, Inc., Elgin, Illinois, at a maximum cost of services of \$256,683.98.

Attachments: [17-0836 Hutchins Road at Mill Creek Culverts Phase I and II Consultant](#)

8.25 [17-0821](#)

Joint resolution authorizing an agreement with the Lakes Region Sanitary District (LRSD) for the intersection improvement of Rollins Road at Wilson Boulevard, and designated as Section 15-00080-60-DR.

- [Rollins Road at Wilson Boulevard: LRSD Agreement.](#)
- The intersection of Rollins Road at Wilson Boulevard, will be improved with increased drainage capacity, including storm sewer, grading, patching, utility relocations and site restoration.
- As part of this improvement, Lake County will relocate a portion of the LRSD sanitary sewer within the limits of the County improvement.
- LRSD will reimburse the County for its share of this improvement, estimated to be \$74,646.
- LRSD approved this agreement on July 13, 2017.

Attachments: [17-0821 Rollins Road at Wilson Blvd Lakes Region Sanitary District Agr](#)

8.26 [17-0822](#)

Joint resolution authorizing an agreement with the Grant Township Road District for the intersection improvement of Wilson Road at Nippersink Road, and designated as Section 03-00070-06-CH.

- [Wilson Road at Nippersink Road: Grant Township Road District Agreement.](#)
- The intersection of Wilson Road at Nippersink Road will be improved, including: soil stabilization, correction of super elevation, adding retaining walls, reconstruction, resurfacing, and the addition of traffic signals and multi-use paths.
- As part of this improvement, Lake County, on behalf of Grant Township Road District, will construct a path along Nippersink Road, resurface Nippersink Road, and plant trees along Nippersink Road within the limits of the County improvement.
- Grant Township will reimburse the County for its share of this improvement, estimated to be \$387,531.
- The Grant Township Road District approved this agreement on May 24, 2017.

Attachments: [17-0822 Wilson at Nippersink Grant Township Road District Agreement](#)

8.27 [17-0814](#)

Joint resolution authorizing a quitclaim deed in trust for conveying an excess parcel of County owned property located at 21st Street and Bethlehem Avenue, Zion, Illinois, to the Zion Park District.

- [21st Street at Bethlehem Avenue, Zion, Illinois: Excess Property Conveyance.](#)
- An excess parcel of County owned property designated as Index Number 16 (Property Index Number 04-16-322-005) has been identified as a priority to dispose of by quitclaim deed under the transfer of excess property to government agencies section of said policy.
- The excess property containing approximately 0.069 acres is adjacent to and adjoining property owned by the Zion Park District.
- The Zion Park District has agreed to accept the transfer of the property and has adopted an acceptance ordinance at its June 2017 meeting.
- This resolution authorizes the Acting County Engineer to record and cause to be recorded in the office of the Recorder of Deeds a quitclaim deed conveying said excess property to the Zion Park District and to take any and all other actions necessary to complete such conveyance.

Attachments: [17-0814 21st Street at Bethlehem Zion Park District.pdf](#)

8.28 [17-0823](#)

Joint resolution ratifying an emergency procurement contract with Lake County Grading, Libertyville, Illinois, in the amount of \$259,517.50 for contractual construction services required to replace the collapsed culvert under Gages Lake Road, between Hunt Club Road and Illinois Route 21, appropriating \$300,000 of County Bridge Tax funds, and designated as Section 17-00179-04-DR.

- [Gages Lake Road Culvert: Emergency Declaration Appropriation and Contract Award Ratification.](#)
- On July 13, 2017, the Acting County Engineer declared an emergency for the collapsed culvert under Gages Lake Road, between Hunt Club Road and Illinois Route 21.
- In accordance with Article 6-103 of the Lake County Purchasing Ordinance, the Acting County Engineer of Lake County certified an emergency procurement for contractual construction services.
- The contractor selected to provide emergency contractual construction services is Lake County Grading, Libertyville, Illinois, in the amount of \$259,517.50.
- This resolution, per Article 6-103 of the Lake County Purchasing Ordinance, ratifies this emergency procurement and appropriates \$300,000 of County Bridge Tax funds.

Attachments: [17-0823 Gages Lake Road Culvert Emergency Declaration Memo.pdf](#)

[17-0823 Gages Lake Road Culvert Contract Draft.pdf](#)

FINANCIAL & ADMINISTRATIVE

8.29 [17-0806](#)

Ordinance amending a previous ordinance designating the voting sites assigned for 20 of the 415 precincts in Lake County Townships.

- After reviewing voting sites for the March 20, 2018 General Primary Election, voting site changes are proposed to provide better voting site locations to those precincts affected due to sites that have requested to discontinue serving as a polling place due to parking and voting room limitations; a site that is being demolished; and sites that are deemed physically inadequate.
- Each of these precincts will be reassigned to an appropriate voting site which has

sufficient parking and voting space as well as full accessibility for all voters.

- Attachments:** [Exhibit A CntyBrdRes Aug2017 PollChange](#)
[Exhibit B1 Brae Loch Golf Club Board Res Map_2017.pdf](#)
[Exhibit B2 United Methodist Church - Lbvl for Board Res Map_2017.pdf](#)
[Exhibit B3 Grace United Methodist LB for Board Res Map_2017.pdf](#)
[Exhibit B4 Vernon Hills Village Hall for Board Res Map_2017.pdf](#)
[Exhibit B5 Village Church of Lincolnshire Board Res Map_2017.pdf](#)
[Exhibit B6 Family First Center for Board Res Map_2017.pdf](#)

8.30 [17-0846](#)

Discussion regarding Matrix Consulting Group's recommendations regarding Payroll and Human Resources Operations Assessment.

- The Lake County Board, at its October 11, 2016 County Board meeting, approved a contract with Matrix Consulting Group, Chicago, Illinois, for consulting services to complete a Payroll and Human Resources operations assessment, for the period of October 12, 2016 through April 30, 2017.
- Matrix has completed Phase One, the evaluation of current processes to determine gaps in service, and Phase Two, a recommended approach in procuring and implementing new payroll and human resource information system (HRIS) programs.
- Recommendations include:
 - Working toward a more efficient payroll system by providing better documented processes for the Payroll and Human Resource Department and departmental liaisons and clearing assignment of roles and tasks to eliminate duplication of work and side systems;
 - Utilizing a cloud-based system, removing the responsibility for system maintenance from Lake County Information Technology (IT);
 - Transferring payroll liability to an outside entity;
 - Increasing depth in Payroll so that more than one or two employees are proficient in processing payroll;
 - Changing "paid to date" processing for exempt employees; creating a five-day holdback for 629 employees; and
 - Creating a two-stage request for proposal process for a new Payroll and HRIS programs.

8.31 [17-0847](#)

Discussion regarding contracting for a Lake County's Investment Management/ Financial Advisor for retirement plan consulting services.

- Lake County offers a 457(b), tax-exempt savings benefit/deferred compensation plan, to its employees. The County contracts with Nationwide as its vendor.
- Nationwide has informed the County that its assets in the 457(b) have reached a point where Lake County is no longer eligible for Nationwide to provide automatic fund options from which employees to choose.
- Lake County needs to create an Investment Policy Statement (IPS), committing its Plan governance to a written, disciplined investment-decision process as the first line of protection against potential fiduciary liability.

8.32 [17-0408](#)

Update on legislative initiatives.

9. **Executive Session**

9.1 [17-0841](#)

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

9.1A [17-0842](#)

Committee action authorizing reclassification of a position in the 19th Judicial Circuit Court.

9.2 [17-0844](#)

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

9.2A [17-0845](#)

Committee action authorizing settlement authority.

10. **County Administrator's Report**

10.1 [17-0849](#)

Update on the 2018 State budget.

11. **Members Remarks**

12. **Adjournment**

Next Meeting: August 30, 2017