

Lake County Illinois

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



Agenda Report - Final

Tuesday, January 12, 2016

9:00 AM

Lake County Government Building.

Lake County Board

CALL TO ORDER

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL OF MEMBERS

ADDITIONS TO THE AGENDA (FOR DISCUSSION ONLY)

SPECIAL RECOGNITION

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

CHAIR'S REMARKS

OLD BUSINESS

NEW BUSINESS

CONSENT AGENDA (Items 1 - 24)

1 [15-1358](#)

Minutes from December 8, 2015.

Attachments: [December 8, 2015 Minutes.pdf](#)

CLAIMS AGAINST LAKE COUNTY, IL

2 [16-0051](#)

Report of CLAIMS AGAINST LAKE COUNTY, ILLINOIS for the month of December 2015.

Attachments: [December 2015](#)

REPORTS

3 [15-1336](#)

Report from Keith S. Brin, Clerk of the Circuit Court, for the month of November 2015.

Attachments: [County Board Report Nov 2015](#)

4 [15-1351](#)

Report from Thomas A. Rudd, M.S., M.D., for the month of September 2015.

Attachments: [September County Board Report](#)

[Cases - September, 2015](#)

[September Receipts](#)

5 [15-1352](#)

Report from Thomas A. Rudd, M.S., M.D., for the month of October 2015.

Attachments: [October County Board Report](#)
 [Cases - October, 2015](#)
 [October Receipts](#)

6 [16-0021](#)

Report from Joy Gossman, Public Defender, for the month of November 2015.

Attachments: [11-15 Main](#)
 [11-15 Main PTR](#)
 [11-15 JUV Main](#)
 [11-15 JUV PTR](#)

7 [16-0001](#)

Report from Mark Curran, Sheriff, for the month of November 2015.

Attachments: [Report from Mark Curran, Sheriff, for the month of November 2015.pdf](#)

8 [15-1315](#)

Report from Carla N. Wyckoff, County Clerk, for the month of October 2015.

Attachments: [LCC Report for October 2015.pdf](#)

9 [15-1357](#)

Report from Carla N. Wyckoff, County Clerk, for the month of November 2015.

Attachments: [LCC Report for November 2015.pdf](#)

10 [15-1263](#)

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of October 2015.

Attachments: [October 2015.pdf](#)

11 [15-1338](#)

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of November 2015.

Attachments: [November 2015.pdf](#)

PLANNING, BUILDING AND ZONING COMMITTEE**12** **16-0009**

Joint resolution authorizing on a certain named property, 42208 Hill St., Antioch, the demolition of a dangerous and unsafe structure deemed to be an “immediate and continuing hazard to the community”.

- Pursuant to state law, the County Board has authority to expedite the demolition of any open and vacant buildings within unincorporated portions of Lake County that constitute an immediate and continuing hazard to the community per 55 ILCS 5/5-1121.
- Planning, Building and Development has identified, in the resolution, a residential building within unincorporated Lake County that constitutes an immediate and continuing hazard to the community in which the building is located.
- Upon County Board approval, the Lake County State’s Attorney will notify the property owners and lienholders of record of the pending action pursuant to Statute.
- Upon expiration of the 30-day notice period, if the property owners and lienholders of record have not caused the building to be demolished, repaired, or otherwise restored to a safe condition nor have filed an appeal of the action in the Circuit Court, PB&D will initiate the demolition of the building and remove the single family dwelling, debris, or other hazardous, noxious, or unhealthy substances or materials.

Attachments: [Hill St.pdf](#)

[KIMG0063](#)

[KIMG0064](#)

[KIMG0069](#)

[KIMG0070](#)

LAW AND JUDICIAL COMMITTEE**13** **16-0008**

Joint resolution authorizing a contract with Microsystems, Inc., Northbrook, Illinois, for microfilm services for the office of the Clerk of the Circuit Court in the estimated annual amount of \$123,585.

- The current contract for microfilm services for the Clerk of the Circuit Court is due to expire.
- The office of the Clerk of the Circuit Court is responsible for keeping and maintaining the record of all court filings in Lake County, Illinois, and required to store these files in their original form per the retention policies set by the Administrative Office of Illinois Courts (AOIC).
- Invitations for bid were extended to 21 firms and sealed bids were received and opened from five firms ranging from \$123,585 to \$250,679.
- Microsystems, Inc. of Northbrook, Illinois, is the lowest responsible and responsive bidder for microfilm services.
- This contract will cost the County an estimated annual amount of \$123,585.

14 **16-0007**

Resolution authorizing a Memorandum of Understanding (MOU) between Interoperable Communications Council of Lake County (ICCLC), under the authority of

the Lake County Emergency Management Agency and concurring local government public agencies or nongovernmental organizations for authorization to operate radio communications equipment on certain STARCOM21 trunked system talk groups in and around Lake County, Illinois.

- The County has been working diligently to construct and implement the STARCOM21 - Lake County trunked system.
- The MOU is to provide radio interoperability between agencies served by the ICCLC for the operations of radio communications equipment on agency specific STARCOM21 trunk system talk groups.
- This MOU shall be treated as a single authorization document that states that all agencies have identical authorization to operate radio communications equipment on STARCOM21 talk groups.
- The MOU establishes the fact that Lake County and the ICCLC have determined that the ability to provide or enhance interoperable communications will be effective and efficient in providing public safety and governmental services to the occupants of Lake County.

Attachments: [Memorandum of Understanding Between Interoperable Communications](#)

PUBLIC WORKS AND TRANSPORTATION COMMITTEE

15 [16-0002](#)

Joint resolution authorizing execution of a professional services agreement with RJN Group, Inc, Wheaton, Illinois in the amount of \$184,850 for engineering services for the 2016 Infiltration and Inflow Reduction Program.

- The purpose of this project is to install, maintain and operate sanitary sewer flow monitoring stations in the Northwest, Northeast Central and Southeast Lake Sewer Systems, and perform a Sanitary Sewer Evaluation Survey in a portion of the Southeast Lake Sewer System with known Infiltration and Inflow as identified by a previous flow monitoring project.
- The Northwest Lake Sewer System serves the Villages of Round Lake, Round Lake Park, Round Lake Beach, Round Lake Heights, Hainesville, Fox Lake, Lake Villa, and unincorporated portions of northwestern Lake County.
- The Northeast Central Lake Sewer System serves the Villages of North Chicago, Gurnee, Grayslake, Hainesville, Third Lake, Waukegan, Park City and unincorporated portions of northeast central Lake County.
- The Southeast Lake Sewer System serves the Villages of Kildeer, Lake Zurich, Hawthorn Woods, Long Grove, Deerfield, Buffalo Grove, Riverwoods, Lincolnshire and unincorporated portions of southeastern Lake County.
- The data collected will be used in developing engineering solutions to reduce wet weather infiltration and inflow into the sanitary sewer systems.
- In accordance with the Local Government Professional Services Selection Act, the selected and recommended firm is RJN Group, Inc., Wheaton, Illinois, with a cost of \$184,850 for this work.

Attachments: [16-0002 2016 II Reduction Program Proposal.pdf](#)

16 [16-0014](#)

Joint resolution ratifying a contract with Hey and Associates, Inc., Volo, Illinois, in the amount not to exceed \$55,000 for consulting services on the Aptakisic Creek

Streambank Restoration Project.

- Due to significant erosion along the north property line, east of the Des Plaines River Water Reclamation Facility, the County Board authorized a contract to complete the Aptakisic Creek Streambank Restoration Project in May 2015.
- As part of the construction management for the project, Public Works authorized a professional services contract in the amount of \$49,000 with Hey and Associates, Inc., Volo, Illinois in accordance with the Local Government Professional Services Selection Act.
- The scope of work under this contract included bidding services, construction inspections and record drawings for the Aptakisic Creek Streambank Restoration Project.
- A contract modification is necessary to provide inspection services by a certified Designated Erosion Control Inspector (DECI) until vegetation is reestablished, as required by the Lake County Stormwater Management Commission and the US Army Corps of Engineers.
- This resolution ratifies the existing contract with Hey and Associates, Inc., Volo, Illinois in the amount of \$49,000 and approves the contract modification to increase the existing contract to a not to exceed amount of \$55,000.

17 [16-0019](#)

Joint resolution appropriating \$60,000 of Motor Fuel Tax (MFT) funds for the 2016 repair and replacement of various guardrail and fence installations, and designated as Section 16-00000-06-GM.

- [Guardrail and Fence Maintenance 2016: Appropriation.](#)
- The County owns miles of guardrails and fences along the highway system, and annual repairs and replacements must be made to various installations.
- Before the purchase of material or a contract service can be procured, an appropriation of \$60,000 of MFT funds is required.

18 [16-0015](#)

Joint resolution appropriating \$360,000 of ¼% Sales Tax for Transportation funds for the traffic signal installation at Lewis Avenue and 29th Street, and designated as Section 14-00089-07-TL.

- [Lewis Avenue at 29th Street Traffic Signal Installation: Construction Appropriation.](#)
- Lewis Avenue at 29th Street will be improved with the installation of new traffic signals.
- This improvement is included in the 2016 Program.
- Before a project letting can be held, an appropriation of \$360,000 of ¼% Sales Tax for Transportation funds is necessary.

19 [16-0016](#)

Joint resolution appropriating \$510,000 of Matching Tax funds for the resurfacing of the North Shore Bike Path, between Brice Avenue and Illinois Route 43, and designated as Section 15-00999-19-BT.

- [North Shore Bike Path Resurfacing: Appropriation.](#)
- The North Shore Bike Path will be resurfaced between Brice Avenue and Illinois Route 43.
- Work is to be completed by the Lake County Division of Transportation's (LCDOT) day labor crews.
- Before a materials letting can be held, an appropriation of funds is needed.
- This resolution appropriates \$510,000 of Matching Tax funds for this improvement.

20 [16-0020](#)

Joint resolution appropriating \$30,000 of Matching Tax funds for the acquisition of necessary right of way and/or permanent easement by agreement or condemnation, relating to the construction of a multiuse trail, from I-94 to Van Patten Woods (VPW)/Des Plaines River (DPR) Trail, and designated as Section 15-00078-15-LA.

- [Russell Road Multiuse Trail: Right of way Acquisition: Appropriation.](#)
- The Lake County 2040 Non Motorized Plan identifies a planned bikeway along Russell Road.
- The Lake County Forest Preserve District (LCFPD) is the lead on the construction of this project.
- Before right of way and/or permanent easement acquisition is obtained, an appropriation and condemnation authority is necessary.
- This resolution appropriates \$30,000 of Matching Tax funds for right of way/easement acquisition and construction.

Attachments: [16-0020 Russell Road Bike Path Map.pdf](#)

FINANCIAL AND ADMINISTRATIVE COMMITTEE**21** [16-0006](#)

Resolution authorizing a contract in an amount not to exceed \$199,760 with Appin Associates, Gurnee, Illinois, to provide engineering services for building automation systems for fiscal year (FY) 2016 projects.

- Since 2006, the Facilities Operations Division has been upgrading building automation systems (BAS) for County facilities.
- There is a need to contract with an engineering firm to perform mechanical engineering tasks to implement networked controls for mechanical equipment and other devices to connect equipment to the BAS wherever possible within the Waukegan campus complex.
- As part of the facilities assessment in the FY 2016 Corporate Capital Improvement Program budget, 10 tasks have been identified and funded.
- In accordance with the Local Government Professional Services Selection Act, the selected and recommended firm is Appin Associates of Gurnee, Illinois, with a cost of \$199,760.

22 [16-0003](#)

Resolution amending the Lake County Employee Policies and Procedures Ordinance, Section 10.9 Travel and Business Expense Reimbursement.

- It is the goal of the county to provide accountability for the use of county funds to reimburse employees for expenses incurred in the performance of their duty.
- The primary purpose of this revision is to provide clarity on tax exempt status, non reimbursable expenses, submittal deadlines and travel companion guidance.
- Meal reimbursement amounts were updated and the policy now states that these amounts will be evaluated annually and may be changed based on consumer price index, inflation, and/or general economic condition of the County without Board approval up to five percent per annum.

Attachments: [Employee Reimbursement Policy](#)

23 [16-0004](#)

Resolution amending Section 10.10 Cellular Telephones of the Lake County Employee Policies and Procedures Ordinance.

- This policy governs the use of County issued phones and the option to receive an allowance for County business use of personal cell phones.
- The changes that were made are primarily for formatting and consistency purposes.

Attachments: [Cell Phone Policy](#)

24 [15-1359](#)

Resolution authorizing the Purchasing Agent to enter into a contract with The Salem Group, Oak Brook Terrace, Illinois, for temporary employee services for Lake County for a two year period plus renewals in the estimated annual amount of \$137,000.

- The current contract for temporary employee services is expiring.
- There is a need to enter into an ongoing contract for temporary employee services for general office staff to meet the temporary staffing needs of various Lake County departments.
- A request for proposal (RFP) was extended to 17 vendors, sealed proposals were received from six vendors, and interviews were held with the top three firms.
- Based on the criteria set forth in the RFP, the evaluation committee selected The Salem Group of Oakbrook Terrace, Illinois, as the most favorable proposal for Lake County.
- This contract will cost the County an estimated annual amount of \$137,000 charged to various Lake County accounts.

REGULAR AGENDA**HEALTH AND COMMUNITY SERVICES COMMITTEE****25** [16-0052](#)

Board of Health Report.

26 [15-1348](#)

Joint resolution authorizing emergency appropriation from the Lake County Health Department October 2015 for fiscal year (FY) 2015.

- The Health Resources and Services Administration awarded \$38,578 for a Quality Improvement grant which will be used to purchase five individual licenses and one module for the I2I patient registry software for the period August 18, 2015 through August 17, 2016.
- The Illinois Primary Health Care Association awarded \$5,000 for meeting data obligations related to patients with chronic diseases which will be used to purchase promotional materials and supplies within one year.

Attachments: [1.5.16 Emergency Appropriation for FY15 October 2015](#)

27 [16-0018](#)

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Trade Adjustment Assistance (TAA) grant and authorizing an emergency appropriation in the amount of \$398,410.72 for fiscal year (FY) 2015.

- The TAA grant of \$398,410.72 is a grant for tuition and related training expenditures for unemployed individuals and the overhead costs associated with payment processing.
- This grant will continue services for 74 eligible individuals enrolled in occupational training from eight certified lay off events.
- The grant period is October 1, 2015, through September 30, 2016.

Attachments: [Jan '16 - CFY'15 LCWD Grant Modifications.pdf](#)

PUBLIC WORKS AND TRANSPORTATION COMMITTEE

28 [**16-0013**](#)

Joint resolution authorizing the Second Amended and Restated Memorandum of Understanding (MOU) in furtherance of the Northern Lake County Lake Michigan Water Planning Group efforts.

- The County Board on July 13, 2011, approved a First Amended and Restated MOU that committed the County to cooperatively participate with various other providers of water service in Lake County for the furtherance of securing a Lake Michigan water supply.
- The first amendment to the First Amended MOU was approved by the County Board in July, 2012 and had an expiration date of December 31, 2012.
- The second amendment to the First Amended MOU extended the expiration date to December 31, 2013 and allowed the Technical Advisory Working Group approval of expenditures; an amendment approved on May 13, 2014 further extended the expiration date to March 31, 2039 and delineated the cost sharing obligations over the term of Special Service Area Number 16's funding period.
- This Second Amended and Restated MOU provides that Lake County, the Village of Lake Villa, and the Village of Lindenhurst will deliver its proportionate share of an amount not to exceed \$2,000,000 for the phase three contribution, to make payments to Central Lake County Joint Action Water Agency for easement related costs.
- This resolution authorizes the County Administrator or Director of Public Works to execute the Second Amended and Restated MOU on behalf of the County.

Attachments: [16-0013 North Water Group Second Amended and Restated Water Entity](#)

REVENUE, RECORDS AND LEGISLATION COMMITTEE

29 [**15-1360**](#)

Joint resolution authorizing the Chairman of the Board to execute a lease extension with Peak Properties, Chicago, Illinois, for office and storage space utilized to house and store elections equipment in the annual amount of \$185,400.

- Lake County currently leases 12,350 square feet in suites 104 and 006 at 415 Washington Street, Waukegan, Illinois to house elections equipment and supplies for the Lake County Clerk.
- The current lease agreement expires on January 31, 2016 and it has been determined that there continues to be a need for this space by the Lake County Clerk's Office.
- Lake County has negotiated favorable terms for a five year lease extension which includes a 3 percent increase in lease payments for 2016 and ongoing renewal option years.
- The total costs are as follows: \$185,400 for year one, \$190,035 for year two, \$195,736 for year three, \$201,608 for year four and \$207,656 for year five for use as determined

by the Lake County Clerk.

FINANCIAL AND ADMINISTRATIVE COMMITTEE

30 [16-0053](#)

Lake County Partners Report.

31 [15-1334](#)

Resolution authorizing an emergency appropriation in the amount of \$15,485 for services performed for Special Service Area Number 12 (SSA #12), Woods of Ivanhoe.

- The amount budgeted in the fiscal year (FY) 2015 FY 2015 budget for contractual services performed by Fremont Township Highway Department in SSA #12 was \$15,485 less than the required amount of \$33,914.
- Sufficient property tax was appropriately levied for SSA#12 for FY 2015 and a fund balance exists in an amount of \$46,060 at the end of FY14 so there are no issues or concerns for funding; this was simply a budgeting shortfall due to the timing of road repairs.
- This resolution appropriates funds in Fund 276 SSA #12 for payment of FY 2015 contractual services for the additional amount of \$15,485.

32 [16-0005](#)

Resolution authorizing emergency appropriations for fiscal year (FY) 2016 in various funds for certain projects, items and activities budgeted in the prior year and not completed.

- This resolution authorizes the carryover, or reauthorization, of certain FY 2015 activities.
- These activities were not included in the FY 2016 budget; to include them would have hindered the proper scrutiny of the new FY 2016 budget.
- Without this action, these projects and/or items will not have the budget authority required.

Attachments: [FY16 Carryovers 011216](#)

33 [16-0031](#)

Resolution authorizing line item transfers between various funds for the purpose of transferring previously approved funds in fiscal year (FY) 2016.

- Line item transfers in various funds between line items in the FY 2016 budget are needed to align the budget with correct expense accounts.
- The County Board must approve line item transfers under certain conditions.
- A listing of the various transfers is attached to the resolution.

Attachments: [FY16 LIT 011216](#)

APPOINTMENTS

34 [16-0056](#)

Resolution providing for the appointment of Steve Wernikoff as a trustee of the Long Grove Fire Protection District.

Attachments: [Letter of Support For Steve Wenikoff](#)
[Steve Wernikoff Letter of Interest](#)

35 **16-0057**

Resolution providing for the appointment of Preston Dane as a member of the Lakeside Cemetery Association.

Attachments: [Preston Dane Resume](#)

PETITIONS, CORRESPONDENCE AND MISCELLANEOUS BUSINESS

ADJOURNMENT