

Lake County Illinois

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



Agenda Report - Final

Wednesday, February 1, 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 [17-0137](#)

Minutes from November 2, 2016.

Attachments: [F&A 11.2.16 Minutes Final](#)

3.2 [17-0138](#)

Minutes from January 11, 2017.

Attachments: [F&A 1.11.17 Minutes Final](#)

3.3 [17-0128](#)

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

Attachments: [RRL 11.2.16 Minutes](#)

3.4 [17-0130](#)

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

4. Addenda to the Agenda

5. Public Comment

6. Chairman's Remarks

7. Old Business

CONSENT AGENDA (Items 8.1 - 8.7)

8. New Business

8.1 [17-0100](#)

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

Attachments: [December 2016](#)

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.

- The Healthcare Foundation of Northern Lake County awarded a grant of \$25,000 for a dental program.
- The grant period begins upon execution of the agreement through November 25, 2017.

- Dental assistance is already provided by the Veteran's Assistance Commission; however, the additional grant revenue will allow approximately ten additional veterans to benefit from this service.

Attachments: [Dental Grant](#)

8.3 **17-0141**

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.

- The County owns and operates the Ela Lift Station located near Salem Lake Road and Illinois Route 22.
- This lift station is a critical facility, pumping approximately 800,000 gallons per day. Constructed in 2007, the lift station is subjected to significant wear and tear, due to the large volume of sewage pumped through it.
- During a preventative maintenance inspection, it was discovered that one of the three pumps required major repair. It was also discovered that the other two pumps were close to failure.
- Due to the importance of this lift station and the three-month lead time to obtain the repair parts, it was determined that an emergency procurement was necessary to keep this facility operational.
- Pursuant to the Lake County Purchasing Ordinance, emergency procurements are made when there exists a threat to public health, welfare, or safety, or to prevent or minimize serious disruption of governmental services.
- Pursuant to Article 6, Section 103, the Director of Public Works has submitted a written determination of the basis for the emergency and the certification that the procurement of these parts was appropriate.

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.

- 2017 Concrete Pavement Patching: Appropriation.
- Each year, the County undertakes patching of its concrete pavements to preserve surface quality, including repairing damaged manholes, catch basins, curbs, and gutters.
- This patching and repairing is done on isolated sections of pavements that are not individually listed in the Five-Year Program for resurfacings/rehabilitation/reconstruction, but have been otherwise identified as needing repair.
- Before a project letting can be held, an appropriation of \$240,000 of Motor Fuel Tax funds is necessary.

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.

- 2017 Televises and Clean Storm Sewers: Appropriation.
- The County maintains over 213 miles of storm sewers along the County highway system.

- Maintenance of these storm sewers requires televising and inspecting to identify necessary repairs or replacements.
- Televising, inspecting, and cleaning storm sewers are included in the 2017 Capital Improvement Program.
- Before a project letting can be held, an appropriation of \$75,000 of County Bridge Tax funds for televising, inspecting, and cleaning storm sewers along various County highways is necessary.

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.

- Robert McClory Bike Path Bridge Abutments: Change Order Number Three and Supplemental Appropriation.
- The bike path bridge abutments on the Robert McClory Bike Path, over Russell Road and Illinois Route 173, require repair.
- The Lake County Board approved the original contract with Acura, Inc., Bensenville, Illinois, in the amount of \$604,503. This was a budgeted project.
- The Division of Transportation administrative approved Change Orders Number One (\$15,235) and Change Order Number Two (\$31,207.74) for this project that together, totaled \$46,442.74.
- Additional locations and deeper concrete repair work is required than was anticipated in the original plans.
- Change orders need to be approved by the standing committees for cumulative net increases over 10 percent.
- Requested Change Order Number Three is in the amount of \$43,236.65. If Change Order Number Three is approved, the cumulative net increase, to the project, for Change Order Numbers One, Two and Three will be \$89,679.39.
- This County Board approved an appropriation of \$535,000 of County Bridge Tax funds at its meeting of June 14, 2016, and a supplemental appropriation of \$120,000 of County Bridge Tax funds at its meeting of August 9, 2016.
- A supplemental appropriation of \$50,000 of County Bridge Tax funds is needed to cover Change Order Number Three in the amount of \$43,236.65.

8.7 **17-0085**

Resolution approving the Years of Service Recognition Program.

- In an effort to recognize employees for their hard work, commitment, and dedication to Lake County government, the County's Years of Service Program will continue.
- Employees who have celebrated 5, 10, and 15 years of service will be recognized with a small gift through the County's provider, Awards Network.
- Employees recognized for 20, 25, 30, 35, or 40 years of service will be given one day off of work with pay on the day of their choice. An early morning breakfast, featuring these honorees, their department heads and County Board members will be held at the Bonnie Brook Golf Course in Waukegan at 8:00 a.m. on Friday, March 31, 2017.

Attachments: [2017 FinanceMemoYOS](#)

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.

- This agreement is made pursuant to the Constitution of the State of Illinois of 1970, Article VII, Section 10 and the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*, between the County of Lake and the Village of Vernon Hills.
- The Lake County Emergency Telephone System Board (ETSB) in collaboration with a number of police agencies partnered to research and purchase a hardware and software system to aid in the storage and sharing of police data.
- The Inform Organizer software allows the police agency to take voice, video, and radio recordings, as well as data from the police agencies computer aided dispatch or records management systems and create one digital evidence file to store the data. The file then can be shared with authorized parties working on an investigation and prosecution.
- This is another excellent example of shared services and staff is currently working on finalizing the IGAs with more Lake County police agencies.

Attachments: [IGA NICE-Vernon Hills](#)
[Exhibit A](#)

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.

- The Health Care Foundation of Northern Lake County awarded an additional \$5,000 for the Round Lake Area Student Health and Wellness Center; and these funds will be used for an external consultant to provide input on operations for the period November 21, 2016, through November 20, 2017.
- The Illinois Department of Human Services awarded an additional \$90,000 for the Women, Infants, and Children (WIC) Breastfeeding Peer Counselor Program; and these funds will be used to add personnel and supplies to the WIC program for the period July 1, 2016, through June 30, 2017.
- Friends for Health awarded \$59,300 for the North Shore Health Center; and these funds will be used for a part-time breastfeeding counselor, to support women's health/family planning services, and to fund a pregnancy program center for the period December 1, 2016, through November 30, 2017.

Attachments: [Emergency Appropriation for FY17 January 2017](#)

PUBLIC WORKS & TRANSPORTATION

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.

- The Lake County/Fox Lake sewer agreement requires that we commission a study of the infrastructure and operations of the major elements of the Northwest Regional Water Reclamation Facility (NWRWRF) and the County's Northwest Sewerage System to ensure the efficient and effective operation of the Regional System serving the Northwest Lake FPA.
- The County issued a Statement of Interest (SOI) and four firms submitted their credentials for review. The review and selection process for this project included the Northwest Sewer Advisory Technical Committee and was endorsed by the Northwest Sewer Advisory Policy Committee.
- Three firms were interviewed. Baxter and Woodman, Inc., Crystal Lake, Illinois, was selected as the most qualified firm based on utilization of the Local Government Professional Services Selection Act.
- The approved 2017 Public Works budget included funds for this study.
- This resolution authorizes the Purchasing Agent to execute an agreement with Baxter & Woodman, Inc., Crystal Lake, Illinois in the amount of \$130,450 for engineering services associated with the Northwest Lake Facilities Planning Area Regional System Review Study.

Attachments: [17-0140 Baxter & Woodman Agreement per SOI#16233](#)

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.

- Aptakisic Road and Buffalo Grove Road Resurfacing: Appropriation.
- Aptakisic Road, from Buffalo Grove Road to Illinois Route 21, and Buffalo Grove Road, from Lake Cook Road to Illinois Route 83, require resurfacing.
- These resurfacing improvements have been identified within the County's pavement management system, and are included in the 2017 program.
- Before a project letting can be held, an appropriation of \$3,870,000 of Motor Fuel Tax funds is necessary.

FINANCIAL & ADMINISTRATIVE

8.12 [17-0122](#)

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

- The County issued these bonds as alternative revenue bonds, meaning the taxes are paid from revenue other than property taxes.
- If the County has insufficient alternative revenue, it must pay for the debt service with tax levy funds. For that reason, there is a tax levy in the County Clerk's records for payment of principal and interest on these bonds.

- Each year, the County must determine that it has sufficient funds to pay for the debt service and file an ordinance with the County Clerk for tax abatement stating that there is no need of a tax levy to pay debt service.

8.13 **17-0125**

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

- The County issued these bonds as alternative revenue bonds, meaning the taxes are paid from revenue other than property taxes.
- If the County has insufficient alternative revenue, it must pay for the debt service with tax levy funds. For that reason, there is a tax levy in the County Clerk's records for payment of principal and interest on these bonds.
- Each year, the County must determine that it has sufficient funds to pay for the debt service and file an ordinance with the County Clerk for tax abatement, stating that there is no need for a tax levy to pay debt service.

8.14 **17-0129**

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

- The County issued these bonds as alternative revenue bonds, meaning the taxes are paid from revenue other than property taxes.
- If the County has insufficient alternative revenue, it must pay for the debt service with tax levy funds. For that reason, there is a tax levy in the County Clerk's records for payment of principal and interest on these bonds.
- Each year, the County must determine that it has sufficient funds to pay for the debt service and file an ordinance with the County Clerk for tax abatement, stating that there is no need of a tax levy to pay debt service.

8.15 **17-0131**

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

- The County issued these bonds as sales tax alternate source revenue bonds, meaning the taxes are paid from revenue other than property taxes.
- If the County has insufficient alternative revenue, it must pay for the debt service with tax levy funds. For that reason, there is a tax levy in the County Clerk's records for payment of principal and interest on these bonds.
- Each year, the County must determine that it has sufficient funds to pay for the debt service and file an ordinance with the County Clerk for tax abatement stating that there is no need for a tax levy to pay debt service.

8.16 **17-0133**

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

- The County issued these bonds as sales tax alternate source revenue bonds, meaning the taxes are paid from revenue other than property taxes.
- If the County has insufficient alternative revenue, it must pay for the debt service with tax levy funds. For that reason, there is a tax levy in the County Clerk's records for payment of principal and interest on these bonds.
- Each year, the County must determine that it has sufficient funds to pay for the debt service and file an ordinance with the County Clerk for tax abatement stating that there is no need for a tax levy to pay debt service.

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.

- This CBA represents 11 employees who hold the position of Warden, Kennel Technician, Animal Bite Report Processor and Receptionist.
- Employees covered by this agreement will receive wage increases in the following manner: 2.5 percent across the board effective 12/01/2015 (same as received by non-union employees), 2.25 percent across the board effective 12/01/2016 (same as received by non-union employees) and the same general increase as non-union employees effective 12/1/2017.
- Employees will be eligible to receive a 3 percent Discretionary Performance Increase on the anniversary of their 5, 10, 15 and 20 years of service, provided specific performance goals and standards have been met and provided that the County Board approves a Proficiency Incentive Program for non-union employees.
- Employees covered by this agreement will be subject to random drug testing.
- As a result of the provisions negotiated in this agreement, wages will increase by \$8,445 for fiscal year 2015 and \$7,791 for fiscal year 2016.
- The CBA will expire November 30, 2018.

Attachments: [Lake County Animal Care and Control Contract 1.25](#)

8.18 [17-0139](#)

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

Attachments: [2017 FA reclass Asst to the CAO](#)
[1235 Asst County Administrator](#)

8.19 [17-0142](#)

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

Attachments: [PN-2-4 SAS 114 Planning Letter](#)

9. **Executive Session**

9.1 [17-0112](#)

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

9.2 [17-0113](#)

Committee action authorizing settlement authority.

10. **County Administrator's Report**

11. **Members Remarks**

12. **Adjournment**

