

**AGENDA**  
**FINANCE AND AUDIT COMMITTEE**  
**TUESDAY, AUGUST 23, 2011 – 9:30 A.M.**  
**McHenry County Government Center – Administration Building**  
**667 Ware Road – County Board Conference Room**  
**Woodstock, IL 60098**

- 1.0 Call to Order
- 2.0 Minute Approval
- 3.0 Public Comment
- 4.0 Presentation
- 5.0 New Business
  - 5.1 Resolution Authorizing a Budget Line Item Transfer of \$16,000 in the Sheriff's Fiscal Year 2011 Budget for a Capital Expenditure
  - 5.2 Resolution Authorizing Workers' Compensation Claim Settlement No. 10-3210-16
  - 5.3 Resolution Authorizing Acceptance of a Modification to the Illinois Department of Commerce and Economic Opportunity Grant #10-681002 and an Adjustment to Reduce the Appropriation in the Workforce Network FY2011 Budget
  - 5.4 Resolution Authorizing Acceptance of a Modification to the Illinois Department of Commerce and Economic Opportunity Grant #08-677002 and an Adjustment to the McHenry County Workforce Network Fiscal Year 2011 Budget
  - 5.5 Resolution Authorizing Acceptance of a Modification to the Illinois Department of Commerce and Economic Opportunity Grant #10-653002 and Authorizing an Emergency Appropriation to the McHenry County Workforce Network Fiscal Year 2011 Budget
  - 5.6 Resolution Authorizing Acceptance of a Modification to the Illinois Department of Commerce and Economic Opportunity Grant #09-662002 and an Emergency Appropriation to the McHenry County Workforce Network Fiscal Year 2011 Budget
  - 5.7 Resolution Authorizing Acceptance of the Illinois Department of Commerce and Economic Opportunity Grant #10-672002
  - 5.8 Resolution Authorizing Acceptance of a Modification to the Illinois Department of Commerce and Economic Opportunity Grant #10-661002 and Authorizing an Emergency Appropriation to the McHenry County Workforce Network Fiscal Year 2011 Budget
  - 5.9 Resolution Accepting the IEPA Solid Waste Enforcement Grant
  - 5.10 Resolution Authorizing Contracts with Diebold Services, Brickman Landscaping, Banc Source and Carmichael Construction, Inc. for the Waterproofing of the Treasurer's Office Building
  - 5.11 FY 11-12 Budget Reviews (not in packet)
    - Assessor
    - County Clerk
    - Non-Departmental
    - Revolving Loan Fund
    - Auditor
- 6.0 Old Business
- 7.0 Reports to Committee, as applicable
  - 7.1 Auditor's Report
  - 7.2 Contingency Reports
  - 7.3 Economic Development Corporation
  - 7.4 Convention & Visitors Bureau
- 8.0 Future Topics
- 9.0 Executive Session (as necessary)
- 10.0 Adjournment

**FINANCE AND AUDIT COMMITTEE**  
**McHenry County Government Center – Administration Building**  
**667 Ware Road**  
**Woodstock IL 60098**

MINUTES OF TUESDAY, AUGUST 9, 2011

Mr. Breeden, Chairman called the meeting to order at 1:05 p.m. The following Committee members were present: Scott Breeden; John Hammerand; Jim Heisler; Mary McCann; Tina Hill and Bob Bless. Mary Donner was absent. Also in attendance: Pete Austin, County Administrator; Ralph Sarbaugh, Associate County Administrator-Finance; Jim Bernier, Auditor; Dan Wallis, Court Administrator; Bill LeFew, Glenda Miller, Treasurer; Dave Christensen, EMA; Ed Markison, Division of Transportation; Mark Altmayer, District 158; Eric Anderson, Harris Bank, BMO-Capital Markets; Ersel Schuster, County Board member; interested public and the press.

Scott Breeden, Chairman	
Bob Bless	Mary L. Donner
John Hammerand	James Heisler
Tina Hill	Mary McCann

MINUTES

Committee members reviewed the committee minutes of July 26, 2011. Ms. Hill made a motion, seconded by Mr. Heisler to recommend approval of the above minutes as presented. The motion carried with all members present voting aye on a voice vote.

PUBLIC COMMENT

None

PRESENTATION

None

NEW BUSINESS

*Resolution Allocating Qualified Energy Conservation Bond Volume Cap and Approving a Project for Purposes of the American Recovery and Reinvestment Tax Act of 2009:* Ms. McCann made a motion, seconded by Mr. Bless recommending approval of the above Resolution as presented. Mr. Anderson joined committee members to provide a follow-up from the previous committee meeting. He stated that he has spoken to counsel at Chapman Cutler regarding the request of the County to provide assurances that the County will have no liability for approving the allocation as outlined in the above Resolution. He stated that the letter he received does not specifically state what the committee members requested at the previous meeting. He stated that this letter was written by the tax department and does not include the information that was requested. A new letter is being drafted that specifically states that the County has no liability for this project. This letter should be available prior to consideration of the above Resolution. The motion carried with all members present voting aye on a roll call vote (Bless, Hammerand, Heisler, Hill, McCann, Breeden)

*Resolution Authorizing the Acceptance of a State of Illinois Emergency Management Assistance (EMA) Grant Program Agreement for FY2011:* Ms. Hill made a motion, seconded by Ms. McCann recommending approval of the above Resolution as presented. Mr. Christensen joined committee members to answer questions regarding the above agreement. He stated that there are mandated training requirements in the agreement, which has already been completed. The department has to meet the terms of the agreement yearly. The State had previously included in the agreement that McHenry County would "host" three training exercises. This is a very expensive process so it was negotiated that the department only has to attend the training exercises versus host the exercises. It was noted that the Agreement includes a dollar amount that will be accepted and they suggested this be included in the resolution. Ms. Hill amended her motion, seconded by Ms. McCann to include the dollar amount of the grant in the Resolution Authorizing the Acceptance of a State of Illinois Emergency Management Assistance Grant Program Agreement for FY2011. The amendment motion carried with a voice vote of all ayes. The original motion carried with all members present voting aye on a roll call vote (Bless, Hammerand, Heisler, Hill, McCann, Breeden)

*Resolution Authorizing Workers' Compensation Claim Settlement No. 10-5100-06:* Ms. Hill made a motion, seconded by Mr. Hammerand to recommend approval of the above Resolution as presented. Mr. Labaj requested that the committee beg his consideration on this item as this Resolution was inadvertently placed on the agenda for the previous County Board Meeting and therefore has already been approved by the County Board. He stated that this is an example of the human side of agenda management and why a new agenda management system is

## FINANCE AND AUDIT COMMITTEE

August 9, 2011

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needed. He stated this resolution would be approved “nunc pro tunc” which is a Latin term that means retroactive. Ms. Hill made a motion, seconded by Mr. Hammerand to recommend approval of the above Resolution, nunc pro tunc, as presented. Mr. Labaj informed committee members this is a claim from an Animal Control employee that was injured when she fell while exiting the facility, with an animal on March 18, 2010. This fall resulted in a dislocated shoulder. The employee did not lose any work from this injury and continued to work while doing physical therapy. She was released from medical care on October 26, 2010. The motion carried with all members present voting aye on a roll call vote (Bless, Hammerand, Heisler, Hill, McCann, Breeden) Mr. Hammerand suggested Animal Control place some trolleys or guidelines in the walking area so the dogs could walk themselves to alleviate the need for human walkers.

*Resolution Authorizing Workers' Compensation Claim Settlement No. 10-3200-13:* Ms. Hill made a motion, seconded by Ms. McCann to recommend approval of the above Resolution as presented. Ms. Hill stated that this was for discussion purposes and she did not like the fact that this would include “medical for life”. Mr. Labaj stated that they tried to keep this claim open, until the deputy completed his medical treatments, but he insisted on taking this claim before the Workers Compensation Commission. Mr. Labaj stated he does not feel this will result in any large future claims as the medical treatment must be reasonable and necessary and must follow the same workers compensation rules as the initial injury. The motion carried with all members present voting aye on a roll call vote (Bless, Hammerand, Heisler, Hill, McCann, Breeden)

*Resolution Authorizing Reclassification of Position #010-0028-07 and Position #010-0012-05 in the Planning and Development Department:* Ms. Hill made a motion, seconded by Ms. McCann to recommend approval of the above Resolution as presented. This reclassification request is the result of a long term employee that retired. This employee was being paid by CDBG and the General Fund. When this retirement occurred the Department Director requested a reorganization of this position. This request will save money for the department. The motion carried with all members present voting aye on a roll call vote. (Bless, Hammerand, Heisler, Hill, McCann, Breeden) This resolution has already been approved by the Human Resources and Planning and Development Committees.

*Resolution Authorizing a Budget Line Item Transfer in the Division of Transportation FY2010-2011 Budget for Fuel, Oil and Grease:* Ms. Hill made a motion, seconded by Ms. McCann to recommend approval of the above Resolution as presented. Mr. Markison from the Division of Transportation joined committee members to provide information regarding the above resolution. He stated that this resolution is the result of increased fuel costs. The motion carried with all members present voting aye on a roll call vote (Bless, Hammerand, Heisler, Hill, McCann, Breeden)

*FY11-12 Budget Reviews (not in packet) Treasurer:* Mr. LeFew and Ms. Miller joined committee for presentation of the budget for the Treasurer's Office. Committee members were informed that the Treasurer has presented a clean maintenance budget. There are no supplemental requests from this department. Ms. Hill made a motion, seconded by Ms. McCann to move the FY11/12 Treasurers budget through the budget process. The motion carried with all members present voting aye on a roll call vote (Bless, Hammerand, Heisler, Hill, McCann, Breeden)

Committee members asked Mr. LeFew if the work in the basement has been completed at the facility. They were informed that bids for the work has been sent out. Completion of the work is expected by September. They are currently keeping the area dry with dehumidifiers and fans.

Committee members questioned how Mr. LeFew likes his new facility. He stated that the facility is working well for his department. They are now able to provide a great service to county constituents by being the only Treasurer's office in the State with drive up service.

### REPORTS TO COMMITTEE, AS APPLICABLE

*Auditor's Report:* None

*Contingency Report:* Committee members reviewed the Contingency Report as of August 3, 2011. Committee members noted that they noticed that a lot of money is spent at Menards. They requested that the Departments look for local vendors for their needs.

*Economic Development Corporation:* Committee members were reminded that Senator Durbin attended a meeting at the EDC. After the meeting, Senator took a tour of area businesses with Mr. Heisler. Mr. Heisler told Senator Durbin of the need to level the playing field for businesses by collecting sales tax on internet sales, which the

Senator supported. Senator Durbin had contacted our lobbyist group to ask questions regarding the needs of the County.

FUTURE TOPICS

None.

EXECUTIVE SESSION

None

ADJOURNMENT

Noting no further business, Ms. Hill made a motion, seconded by Ms. McCann to adjourn the meeting 1:40 p.m. The motion carried with all eyes on a voice vote.

\* \* \* \* \*

**RECOMMENDED FOR BOARD/COMMITTEE ACTION:**

- Resolution Allocating Qualified Energy Conservation Bond Volume Cap and Approving a Project for Purposes of the American Recovery and Reinvestment Tax Act of 2009
- Resolution Authorizing the Acceptance of a State of Illinois Emergency Management Assistance (EMA) Grant Program Agreement for FY2011
- Resolution Authorizing Workers' Compensation Claim Settlement No. 10-3200-13
- Resolution Authorizing Reclassification of Position #010-0028-07 and Position #10-0012-05 in the Planning and Development Department
- Resolution Authorizing a Budget Line Item Transfer in the Division of Transportation FY2010-2011 Budget for Fuel, Oil and Grease

:ksf

**RESOLUTION**

**AUTHORIZING A BUDGET LINE ITEM TRANSFER OF \$16,000.00 IN THE SHERIFF'S FISCAL YEAR 2011 BUDGET FOR A CAPITAL EXPENDITURE**

**WHEREAS**, the McHenry County Sheriff has identified a need to improve security at one of the back entrances to the Government Center where certain employees and the general public on occasion may be able to enter the building without going through a security checkpoint; and

**WHEREAS**, the Sheriff has identified a means to secure proper entrance to what is known as the "Proximity Entrance", which is an unstaffed entrance, by installing a turnstile at the entrance; and

**WHEREAS**, with the installation of a turnstile, individuals will be required to enter the building one person at a time, which will ensure each person entering will have to use their proximity security card to gain access to the main building while also registering into the security system of the building; and

**WHEREAS**, the cost to improve this security weak point by purchasing and installing a turnstile for this unguarded entrance is \$16,000.00; and

**WHEREAS**, the Sheriff has existing funds within his FY11 Security budget under miscellaneous commodities that can be transferred and used to cover the cost of said equipment and is now requesting that a budget line item transfer be approved to allow for the purchase and installation of a turnstile to improve the security of the Government Center.

**NOW THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois that a budget line item transfer in the amount of \$16,000 from OCA 320020-5099 (Sheriff Security – Miscellaneous Commodities) to OCA 320020-6070 (Sheriff Security – Building Improvements) is hereby authorized for the purpose of installing a turnstile to improve the security at the Sheriff's entrance of the Government Center; and

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby authorized to distribute a certified copy of this Resolution to the Sheriff; the Director of Facilities Management; the Director of Purchasing; the County Auditor; the Associate County Administrator - Finance and the County Administrator.

**DATED** at Woodstock, Illinois this 6th day of September, A.D., 2011.

\_\_\_\_\_  
Kenneth D. Koehler, Chairman  
McHenry County Board

ATTEST:

\_\_\_\_\_  
Katherine C. Schultz  
McHenry County Clerk



Quotation Q11-DL206  
May 18, 2011

Chief Howard Parth  
McHenry County Sheriff  
2200 N. Seminary  
Woodstock, IL 60098

Re: East Staff Entrance – Turnstile Budget

Dear Chief Parth:

Pursuant to our recent meeting and survey I am providing the following budgetary proposal to furnish and install a turnstile at the above referenced location in the government center. This is a budgetary proposal to determine the project feasibility. A fixed price proposal will be provided once the final scope of work has been determined. The proposal includes a turnkey installation including equipment, installation, wiring surface raceway and conduit, and power work.

Some of the raceway and power work may be done by the County personnel and deducted from the proposal in the final version.

#### OPERATION

Entry - Staff will enter from the outside via card reader. Once inside they will be required to present their card again to the turnstile for entry. If for some reason they do not enter through the turnstile, they can reverse direction and exit back to the outside through the door.

Authorized Exit – Staff may exit through the door located to the far South using the proximity card reader relocated from the existing North exit door. The panic hardware on this door will not permit exit without use of a card reader as it does currently on the northern-most exit.

#### Unauthorized Exit

The turnstile does not permit exit in the outbound direction. The remaining two doors will permit emergency egress via mechanical panic bar operation but will cause an alarm to be triggered.

#### FIRE EGRESS NOTE

Requiring the use of a access card to exit does not meet current fire egress code and since we are blocking one of the four exit doors with the turnstile it becomes an even more important life safety consideration because only two of the four doors are legal



Quotation Q11-DL206  
McHenry County Sheriff  
May 18, 2011  
Page 2 of 2

exits. The authorized exit door hardware may need to be changed to a delayed egress arrangement to meet current fire code.

East Staff Entrance		
Item	Location	Description
1.	East Entrance Existing entry door	Remove existing Inbound and Outbound card reader and existing panic bar, swap panic hardware from new entry door location
2.	East Entrance New entry door	Outbound card reader relocated from existing door and install new electric rim strike, install relocated panic hardware and connect to door alarm
3.	New turnstile entry door	Furnish and install inbound proximity card reader (removed from existing entry door) and electric rim strike with an Alvarado EDC waist high turnstile and new proximity card reader and a railing system to direct traffic from the doorway through the turnstile
4.	Room C290	Connect new card reader and turnstile to existing access control panel
5.	One lot – Labor to install turnstile and railing, new card reader and wiring, power and raceway for the turnstile including 110 VAC connection and low voltage raceway to protect wiring	

#### BUDGETARY PRICING

The turnstile work listed above will be furnished and installed for the sum of \$13,000.00 Add for delayed egress locking on Southern-most door \$3,000.00 (if required).

If the county decides to do some of the electrical power and raceway work this would be deducted from the final proposal.

Pricing is provided for budgetary purposes only. Sales tax has not been charged.

We at Sentry Security greatly appreciate the opportunity to be of service to you and your organization. If you require any additional information, please contact me immediately.

Best Regards,  
SENTRY SECURITY

*Domenic LoBello*

Domenic LoBello  
Systems Integration Group  
State of Illinois License # 127.000.910

# MODEL *EDC*

STANDARD & EXTENDED

# SECURITY TURNSTILES

[alvaradomfg.com](http://alvaradomfg.com)

**D**esigned for reliable security in facilities, stadiums and buildings, Alvarado's EDC is simply the finest three-arm turnstile available.

The clean, graceful lines of the EDC are suitable for use in any installation. No external bolts or fasteners are used in either the fabrication or anchoring process, and the unique bullet style head and arms provide an extremely comfortable patron passage width.

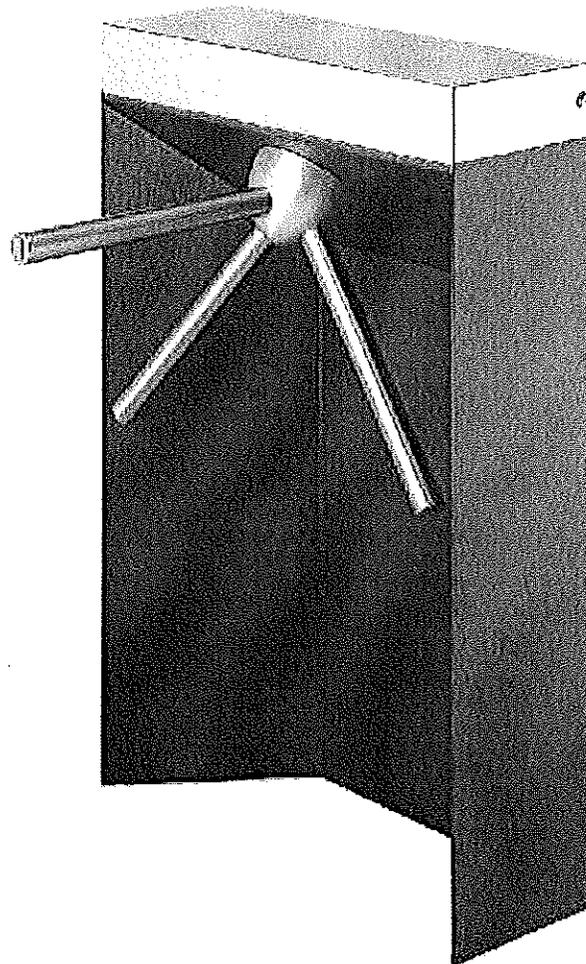
Internal components include stainless steel investment grade castings and hardened stainless steel locking components. Hydraulically dampened arm rotation with automatic arm self-centering offers patrons a smooth, effortless rotation experience.

The electrically controlled version of the EDC uses state-of-the-art technology. A rugged multi-function controller, electronic rotation detection, bi-directional interface and time-out functionality are all standard on electrically controlled EDC's.

The EDC integrates easily with any identification and access system. A large terminal strip interface and helpful field diagnostics simplifies installation and troubleshooting.

The standard or extended cabinet model EDC is available in satin stainless steel and color powder coat finishes. Standard card reader attachment and custom internal integration of readers is available.

- ***Superior Styling***
- ***Secures Entry/Exit Points***
- ***Hydraulically Dampened Rotation***
- ***Multi-function Controller***
- ***Easy Installation and Systems Integration***



# ALVARADO

Protecting assets and controlling the flow of people

## PRODUCT NAME

EDC, EDC Extended - The extended EDC offers the same functionality as the standard EDC, but with an extended cabinet and longer arms.

## APPLICATIONS

**Manual EDC** - Provides directional control in any facility requiring an orderly flow and/or count of patrons.

**Electric EDCX** - Provides controlled access to any area requiring access or admission control.

## PRODUCT FEATURES - Mechanical

### Styling

- Superior styling
- No exposed bolts or fasteners
- Concealed anchoring system

### Materials and Operation

- Locking hinged lid
- Stainless steel investment cast components
- Hydraulically dampened arm operation self-centers arms and prevents over travel
- Wide patron passage width
- Key overrides allow an attendant to lock/unlock either direction of passage

### Finishes

- #304 stainless steel polished to a #4 satin finish
- Baked on color powder coat

### Upgrading to Electric Lock Control

- All EDC manual frames are pre-drilled to accept electrical components for easy field upgrade.

## PRODUCT FEATURES - Electrical

### Electric

- 110VAC input stepped down to low voltage 12VDC
- Junction box with dual power receptacle and on/off power switch provided
- Electric turnstiles tested and approved by Los Angeles City Testing Laboratories

### Controller and Access Control Operation

- Electronic rotation detection - no mechanical microswitches required
- Bi-directional interface - on isolated dry contact signal activates the turnstile - no added interface relay required
- Turnstile automatically relocks in 20 seconds if no passage after activation
- Controller provides dry contact rotation signal output to access control provider and/or remote counting system
- Field activation test buttons allow testing of turnstile functionality separately from access system
- "Attendant Override" input accepts dry contact signal to allow attendant to bypass the access control system and unlock the turnstile.

## PRODUCT SELECTION

### MANUAL (EDC)

**EDC-3** - Free rotating in both directions, key lock for both directions

**EDC-E-3** - Free rotating in both directions, key lock for both directions. Extended cabinet and arms.

### ELECTRIC (EDCX)

**EDCX-6X** - Electrically controlled in both directions.

**EDCX-E-6X** - Electrically controlled in both directions. Extended cabinet and arms.

### EDC OPTIONS

**Counters** - Resettable or non-resettable lithium battery powered counter recessed into the turnstile. Computerized counting also available.

**Card Status Lights** - Red/green or red/green/yellow to indicate accept/reject status.

**Fall-Safe** - Turnstile provides free rotation upon loss of power in the electrically controlled directions.

**Adjustable Timed Delay Auto Re-Lock** - Allows the duration of time allowed before unit automatically re-locks to be adjusted or disabled in each electrically controlled direction.

**Card/Swipe Reader Mounting** - Units can be fitted with mountings for most card reader systems.

**Remote Locking** - Bypasses the access control system and remotely "closes" the unit in the electrically controlled direction(s).

**Portable Base\*** - Turnstile is affixed to a non-skid base plate. Option includes handle, wheels and attached guide rail.

**220 - 240 Volt Transformer** - Replaces standard transformer.

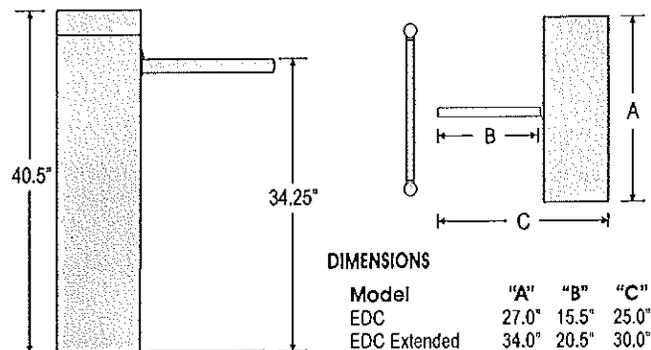
**Serial Interface** - Allows turnstile to communicate with a PC or controller via RS-232 serial communication.

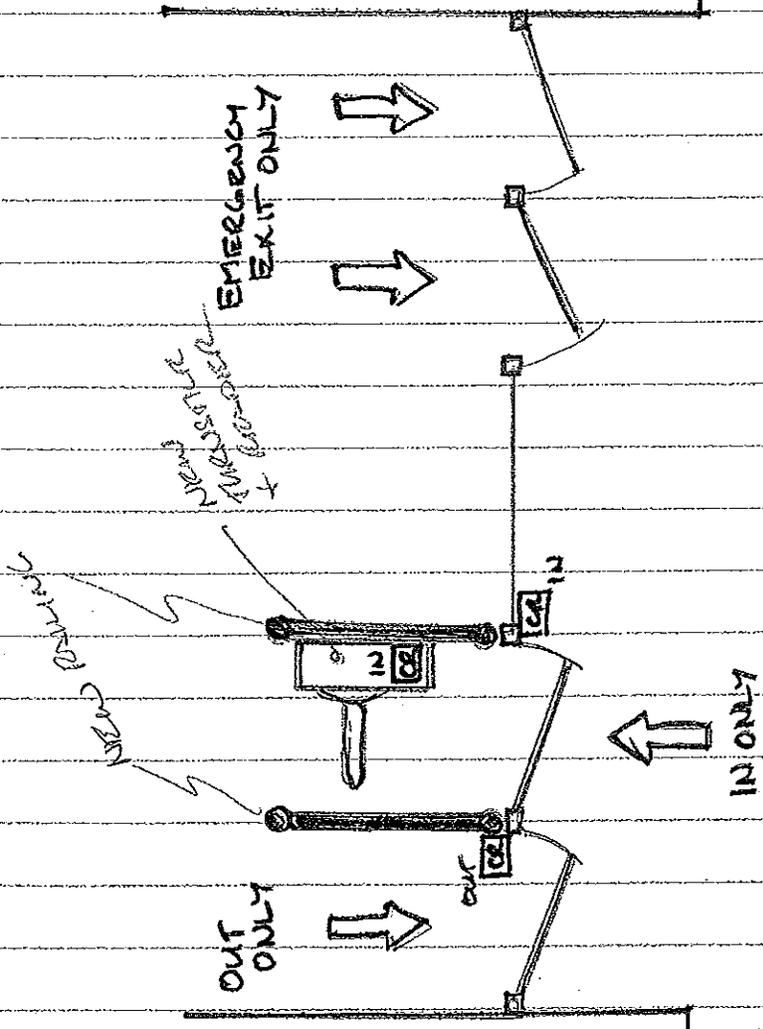
**Custom Options** - Custom materials and designs are available to meet your specific requirements.

\*Base plate available only for standard cabinets

## WARRANTY

Alvarado's one-year written warranty applies to all products.





Melrose Canyon  
 2200 SEVINNEY  
 PRELIMINARY  
 CONFIGURATION  
 5/18/11

EAST STAFF ENTRANCE

IN ONLY

OUT ONLY

EMERGENCY  
 EXIT ONLY

NEW CABLE  
 SUBSTITUTION  
 +  
 REPAIRS

STAFF  
 ENTRANCE

2

OUT

IN

COVER MEMORANDUM

TO: Nick Provenzano, Chairman Law and Justice Committee  
Members: Sue Draffkorn, Bob Bless, John Jung Jr., Randy Donley,  
Jim Heisler, and Bob Nowak.

FROM: Angela Wood-Zuzevich, Business Manager  
Sheriff's Office

SUBJECT: Seeking approval to purchase a security turnstile and budget line item transfer within the Sheriff's Office budget from the 4000's to a Capital Expense.

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**Board/Committee Action Requested:** The Sheriff's Office is seeking approval to transfer funds within its FY11 Budget from 320020-5099 (Security-Miscellaneous Commodities) to 320020-6030 (Security- Furniture & Fixtures) in the amount of \$16,000.00.

**Background and Discussion:** The Sheriff's Office security entrance is unstaffed. The potential for unauthorized and unscreened individuals to enter the Government Center at this entrance is cause for concern. A turnstile mechanism would limit entrance to the building to one person at a time and would thus ensure the usage of prox cards at this entrance.

**Impact on Human Resources:** None.

**Impact on Budget:** The capital expenditure for this project will come out of the MCSO existing FY11 budget.

**Impact on Capital Expenditures:** Seeking approval to make a capital expense out of the FY11 MCSO budget.

**Impact on Physical Space:** The Sheriff's Office security entrance to the Government Center will have a turn style added to the physical space.

**Impact on Other County Departments or Outside Agencies:** None.

**Attachments/Appendices:** None

**RESOLUTION  
AUTHORIZING WORKERS' COMPENSATION  
CLAIM SETTLEMENT NO. 10-3210-16**

**WHEREAS**, there is pending litigation against the County of McHenry in Claim Number 10-3210-16; and

**WHEREAS**, the Special Assistant State's Attorney entered into negotiations relative to possible settlement of said claim; and

**WHEREAS**, a settlement has been negotiated in the amount of \$12,042.43 and approved by the Human Resources Committee, the Management Services Committee, and the Finance and Audit Committee.

**NOW, THEREFORE BE IT RESOLVED**, by this County Board of the County of McHenry, Illinois, that the Deputy County Administrator, upon receipt of the executed release, is hereby authorized to direct the Third Party Administrator (Go Self Insured) to issue a check made payable to the claimant and the claimant's attorney in settlement of said claim; and

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby authorized to distribute a certified copy of this Resolution to the Deputy County Administrator; the Associate County Administrator – Finance; and the County Administrator.

**DATED** at Woodstock, Illinois, this 6th day of September, A.D., 2011.

\_\_\_\_\_  
KENNETH D. KOEHLER, Chairman  
McHenry County Board

ATTEST:

\_\_\_\_\_  
KATHERINE C. SCHULTZ, County Clerk

COUNTY of McHENRY  
ADMINISTRATION/RISK MANAGEMENT  
2200 NORTH SEMINARY AVENUE  
WOODSTOCK, ILLINOIS 60098-2637

**WORKERS' COMPENSATION  
COMMITTEE SETTLEMENT REQUEST**

**Date of Injury:** 11/08/10      **County claim #:** 10-3210-16      Sheriff's Office

**Nature of Injury:** Employee was injured when he attempted to stop a jail door that he was walking through from closing for another officer walking in the opposite direction. Employee felt an immediate "pop" in his left shoulder and pain. The employee was initially treated at Centegra emergency department and diagnosed with AC separation of the left shoulder. MRI found a mild AC joint space widening with tear-superficial acromioclavicular ligament. Orthopedist assessment was left shoulder AC joint separation and rotator cuff tendinopathy. He prescribed physical therapy.

On 12/15/10 employee underwent an IME (independent medical evaluation). The IME MD diagnosis was left shoulder AC joint separation. He believed no surgery was indicated.

Employee was released to work full duty on 12/20/10 and reached MMI (maximum medical improvement as of 02/14/11.

**Surgery Date(s) and Type(s):** None

**Off Work:** None Modified Duty 11/09/10 to 12/19/10

**Temporary Total Disability:** \$0.00

**Total Expenses:** \$4,066.30

**Total Medical:** \$3,640.96

**Claim Total:** \$19,749.69 including settlement

**Settlement Amount:** \$12,042.43 (7.5% of an arm)

**Settlement recommended by Special Assistant State's Attorney William Elman**

Human Resources Committee: 08/23/11    Mgmt Services: 08/22/11    Finance & Audit Committees: 08/23/11

County Board: 09/06/11

**R E S O L U T I O N**  
**AUTHORIZING ACCEPTANCE OF A MODIFICATION TO THE ILLINOIS  
DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY GRANT #10-  
681002 AND AN ADJUSTMENT TO REDUCE THE APPROPRIATION IN THE  
WORKFORCE NETWORK FY 2011 BUDGET**

**WHEREAS**, the Illinois Dept. of Commerce and Economic Opportunity has approved a modification to the grant #10-681002 for the period of July 1, 2010 through June 30, 2011; and

**WHEREAS**, \$1,886 has been rescinded making the total funding costs budgeted at \$2,119,505 to be allocated among the various grant programs; and

**WHEREAS**, this \$1,886 has already been built into the FY 2011 budget approved by the McHenry County Board in November, 2010; and

**WHEREAS**, it is fitting and proper to provide the necessary authorizations to decrease said funding.

**NOW, THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois that the Chairman of the Board is hereby authorized to accept the reduction modification from the Illinois Department of Commerce and Economic Opportunity in the total amount of (\$1,886); and

**BE IT FURTHER RESOLVED**, that an adjustment to reduce the appropriation to the McHenry County Workforce Network fiscal year 2011 budget is also hereby authorized in the amount of (\$1,886) to OCA 260002-4001 (WN - Contractual Services) which will be offset by a budget revenue line item reduction to OCA 260002-9405 (WN – Federal Gov't Grants); and

**BE IT FURTHER RESOLVED**, that the Director of Workforce Network and the County Auditor shall reconcile Fund 90 for November 30, 2011 to assure that the correct fund carryovers are made as part of the annual County year-end process; and

**BE IT FURTHER RESOLVED**, that the Director of Workforce Network, in coordination and consultation with the State's Attorney and the County Administrator, shall make timely recommendations to this County Board relative to those actions that will be necessary to appropriately adjust the administrative support expense commensurate with federal funding levels; and

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby requested to distribute a certified copy of this Resolution to the Director of Workforce Network; the Chairman of the Workforce Investment Board; the County Auditor; the Treasurer; the Associate County Administrator - Finance; and the County Administrator.

**DATED** at Woodstock, Illinois this 6th day of September, A.D., 2011.

\_\_\_\_\_  
KENNETH D. KOEHLER, Chairman  
McHenry County Board

ATTEST:

\_\_\_\_\_  
KATHERINE C. SCHULTZ, County Clerk

## COVER MEMORANDUM

**TO:** Virginia Peschke  
**FROM:** Julie Courtney  
**DATE:** August 19, 2011  
**SUBJECT:** Resolution for Modification to Grant #10-681002 for the Workforce Network.

### **Board/Committee Action Requested:**

Request that the county board approve a resolution for McHenry County Workforce Network authorizing a modification to 10-681002 to decrease funding by \$1,886.

### **Background:**

The Workforce Network department is located in the McHenry County Workforce Center located at 500 Russel Court in Woodstock, IL. This department is funded by the Illinois Dept. of Commerce and Economic Opportunity and is designed to provide assistance in job training activities including job search skills, resume writing, and training through a certified service provider to gain or upgrade skills to help eligible individuals become more employable.

### **Discussion:**

We have been notified by the IL Dept. of Commerce & Economic Opportunity that as a result of a statewide rescission of PY 09 funds that our PY 10 funds will be decreased by \$1,886 making our total grant award now \$2,119,505.

### **Impact on Human Resources:**

None

### **Impact on Budget (Revenue, Expenses, Fringe Benefits):**

Our PY 2011 county budget will be decreased by \$1,886.

### **Impact on Capital Expenditures:**

None

### **Impact on Physical Space:**

None

**Impact on Other County Departments or Outside Agencies:**

None

**Conformity to Board Ordinances and Policies:**

NA

**Attachments/Appendices:**

None

**RESOLUTION**  
**AUTHORIZING ACCEPTANCE OF A MODIFICATION TO THE ILLINOIS DEPARTMENT OF**  
**COMMERCE AND ECONOMIC OPPORTUNITY GRANT #08-677002 AND AN ADJUSTMENT TO THE**  
**MCHENRY COUNTY WORKFORCE NETWORK FISCAL YEAR 2011 BUDGET**

**WHEREAS**, the McHenry County Workforce Investment Network has received funding for a Work Experience Opportunity grant for the period of April 1, 2011 through June 30, 2011 in the amount of \$42,223; and

**WHEREAS**, McHenry County Workforce Network was unable to spend the entire amount of the funding for the three month grant period; and

**WHEREAS**, a budget adjustment is now needed to decrease the amount of the grant by the amount of the unspent funds (\$22,825.69) in the Workforce Network fiscal year 2011 budget.

**NOW, THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois that the Chairman of the Board is hereby authorized to return unexpended funding from the Illinois Department of Commerce and Economic Opportunity Grant #08-677002 in the amount of (\$22,825.69); and

**BE IT FURTHER RESOLVED**, by this County Board of McHenry County, Illinois that a budget adjustment in the amount of (\$22,825.69) to the McHenry County Workforce Network FY 2011 budget is hereby authorized as follows:

<b>REVENUE:</b>		
OCA 260002-9405	WN – Federal Gov’t Grants	(\$22,825.69)
<b>EXPENDITURES:</b>		
OCA 260002-3613	WN – Work Experience	(\$22,825.69)

**BE IT FURTHER RESOLVED**, that the Director of Workforce Network and the County Auditor shall reconcile Fund 90 for November 30, 2011 to assure that the correct fund carryovers are made as part of the annual County year-end process; and

**BE IT FURTHER RESOLVED**, that the Director of Workforce Network, in coordination and consultation with the State’s Attorney, and the County Administrator, shall make timely recommendations to this County Board relative to those actions that will be necessary to appropriately adjust the administrative support expense commensurate with federal funding levels; and

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby requested to distribute a certified copy of this Resolution to the Director of Workforce Network; the Chairman of the Workforce Investment Board; the County Auditor; the Treasurer; the Associate County Administrator - Finance; and the County Administrator.

**DATED** at Woodstock, Illinois this 6th day of September, A.D., 2011.

\_\_\_\_\_  
KENNETH D. KOEHLER, Chairman  
McHenry County Board

ATTEST:

\_\_\_\_\_  
KATHERINE C. SCHULTZ, County Clerk

## COVER MEMORANDUM

**TO:** Virginia Peschke  
**FROM:** Julie Courtney  
**DATE:** August 19, 2011  
**SUBJECT:** Resolution for Modification to Grant #08-677002 for the Workforce Network Dept.

### **Board/Committee Action Requested:**

Request that the county board approve a resolution for McHenry County Workforce Network authorizing a modification to Grant #08-677002 to decrease the grant total from \$42,223 to \$19,397.31.

### **Background:**

The Workforce Network department is located in the McHenry County Workforce Center located at 500 Russel Court in Woodstock, IL. This department is funded by the Illinois Dept. of Commerce and Economic Opportunity and is designed to provide assistance in Workforce Network activities including job search skills, resume writing, and training through a certified service provider to gain or upgrade skills to help eligible individuals become more employable.

### **Discussion:**

We had been awarded a grant from DCEO for a youth summer employment program in the amount of \$42,223. We received these funds the middle of April and the grant was for a very short time period from 4/1/11-6/30/11. We were only able to spend \$19,397.31 of the grant and will need to decrease our grant amount by \$22,825.69.

### **Impact on Human Resources:**

No positions will be added or eliminated due to this change.

### **Impact on Budget (Revenue, Expenses, Fringe Benefits):**

The Workforce Network FY 2010 county budget will need to be decreased by \$22,825.69.

### **Impact on Capital Expenditures:**

None

**Impact on Physical Space:**

None

**Impact on Other County Departments or Outside Agencies:**

None

**Conformity to Board Ordinances and Policies:**

NA

**Attachments/Appendices:**

None

**R E S O L U T I O N**  
**AUTHORIZING ACCEPTANCE OF A MODIFICATION TO THE ILLINOIS DEPARTMENT OF  
COMMERCE AND ECONOMIC OPPORTUNITY GRANT #10-653002 AND AUTHORIZING AN  
EMERGENCY APPROPRIATION TO THE MCHENRY COUNTY WORKFORCE NETWORK  
FISCAL YEAR 2011 BUDGET**

**WHEREAS**, the IL Dept. of Commerce & Economic Opportunity has approved additional funding in the amount of \$65,724 for McHenry County Workforce Network to provide staff to serve the TGAAA workers and to extend the grant end date to June 30, 2012 ; and

**WHEREAS**, total program costs are budgeted at \$315,724; and

**WHEREAS**, said grant funds will be used to provide case management services to dislocated workers from Intermatic in Spring Grove, AllState in South Barrington, SKF Sealing in Elgin, Chrysler in Belvidere, Zebra Technologies in Vernon Hills, Wells Manufacturing Dura-Bar Division in Woodstock, and Wells Duro-Life in Algonquin.

**NOW, THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois that the Chairman of the Board is hereby authorized to accept the additional funding of \$65,724 from the Illinois Department of Commerce and Economic Opportunity and provide assurances for the operation of this program; and

**BE IT FURTHER RESOLVED**, that an emergency appropriation to the McHenry County Workforce Network FY 2010-2011 budget is also hereby authorized, increasing revenue line item OCA 260002-9405 (WN-Federal Gov't Grants) in the amount of \$65,724 to be offset by budget line item entries to OCA 260002-3010(WN-Regular Salaries) in the amount of (\$54,224); and OCA 260002-3105 (WN-Social Security/Co. Share) in the amount of (\$5,000); and OCA 260002-3110 (WN-IMRF) in the amount of (\$6,500); and

**BE IT FURTHER RESOLVED**, that the Director of Workforce Network and the County Auditor shall reconcile Fund 90 for November 30, 2011 to assure that the correct fund carryovers are made as part of the annual County year-end process; and

**BE IT FURTHER RESOLVED**, that the Director of Workforce Network, in coordination and consultation with the State's Attorney, and the County Administrator, shall make timely recommendations to this County Board relative to those actions that will be necessary to appropriately adjust the administrative support expense commensurate with federal funding levels; and

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby requested to distribute a certified copy of this Resolution to the Director of Workforce Network; the Chairman of the Workforce Investment Board; the County Auditor; the Treasurer; the Associate County Administrator - Finance; and the County Administrator.

**DATED** at Woodstock, Illinois this 6th day of September, A.D., 2011.

\_\_\_\_\_  
KENNETH D. KOEHLER, Chairman  
McHenry County Board

ATTEST:

\_\_\_\_\_  
KATHERINE C. SCHULTZ  
County Clerk

## COVER MEMORANDUM

**TO:** Virginia Peschke  
**FROM:** Julie Courtney  
**DATE:** August 19, 2011  
**SUBJECT:** Resolution for a Modification to Grant #10-653002 for the Workforce Network Dept.

### **Board/Committee Action Requested:**

Request that the county board approve a resolution for McHenry County Workforce Network authorizing acceptance of a Modification to Grant #10-653002 adding in an additional \$65,724 and extending the grant end date to 6/30/12.

### **Background:**

The Workforce Network department is located in the McHenry County Workforce Center located at 500 Russel Court in Woodstock, IL. This department is funded by the Illinois Dept. of Commerce and Economic Opportunity and is designed to provide assistance in Workforce Network activities including job search skills, resume writing, and training through a certified service provider to gain or upgrade skills to help eligible individuals become more employable.

### **Discussion:**

We have been awarded an additional \$65,724. These funds will be used to provide case managers to work with the dislocated workers from Intermatic, Allstate, SKF Sealing, Chrysler, Zebra Technologies, Wells Manufacturing Dura-bar Division and Wells Duro-Life.

### **Impact on Human Resources:**

None.

### **Impact on Budget (Revenue, Expenses, Fringe Benefits):**

The Workforce Network FY 2011 county budget will need to be increased by \$65,724.

### **Impact on Capital Expenditures:**

None

**Impact on Physical Space:**

None

**Impact on Other County Departments or Outside Agencies:**

None

**Conformity to Board Ordinances and Policies:**

NA

**Attachments/Appendices:**

None

**RESOLUTION**  
**AUTHORIZING ACCEPTANCE OF A MODIFICATION TO THE ILLINOIS DEPARTMENT OF**  
**COMMERCE AND ECONOMIC OPPORTUNITY GRANT #09-662002 AND AN EMERGENCY**  
**APPROPRIATION TO THE MCHENRY COUNTY WORKFORCE NETWORK FISCAL YEAR 2011**  
**BUDGET**

**WHEREAS**, the McHenry County Workforce Investment Network has been notified and received additional funding for the Trade and Globalization Adjustment Assistance Act (TGAAA) for program year 2009-2011 (October 1, 2009 through September 30, 2011); and

**WHEREAS**, the additional funding received of \$112,342 (total awarded now is \$312,342) will be used to serve laid off workers from the following companies being added to the original grant: Temic Automotive in Northbrook, Precision Dormer in Crystal Lake, Wells Dura-Bar in Woodstock, Wells Duro-Life in Algonquin, Caps Visual in Chicago, Amdocs in Milwaukee, WI, Motorola in Schaumburg, Quad Graphics in Northbrook and Littelfuse in Chicago; and

**WHEREAS**, an emergency appropriation of \$112,342 to the Workforce Network fiscal year 2011 budget is now required to provide the necessary budget to allow for the expenditure of said additional funding as per the award contract.

**NOW, THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois that the Chairman of the Board is hereby authorized to accept the additional funding of \$112,342 from the Illinois Department of Commerce and Economic Opportunity and provide assurances for the operation of this program; and

**BE IT FURTHER RESOLVED**, by this County Board of McHenry County, Illinois that an emergency appropriation in the amount of \$112,342 to the McHenry County Workforce Network FY 2011 budget is hereby authorized as follows:

<b>REVENUE:</b>		
OCA 260002-9405	WN – Federal Gov’t Grants	\$112,342
<b>EXPENDITURES:</b>		
OCA 260002-3613	WN – Work Experience	\$105,342
OCA 260002-3105	WN – Social Security/CO. Share	\$7,000

**BE IT FURTHER RESOLVED**, that the Director of Workforce Network and the County Auditor shall reconcile Fund 90 for November 30, 2011 to assure that the correct fund carryovers are made as part of the annual County year-end process; and

**BE IT FURTHER RESOLVED**, that the Director of Workforce Network, in coordination and consultation with the State’s Attorney, and the County Administrator, shall make timely recommendations to this County Board relative to those actions that will be necessary to appropriately adjust the administrative support expense commensurate with federal funding levels; and

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby requested to distribute a certified copy of this Resolution to the Director of Workforce Network; the Chairman of the Workforce Investment Board; the County Auditor; the Treasurer; the Associate County Administrator - Finance; and the County Administrator.

**DATED** at Woodstock, Illinois this 6th day of September, A.D., 2011.

\_\_\_\_\_  
KENNETH D. KOEHLER, Chairman  
McHenry County Board

ATTEST:

\_\_\_\_\_  
KATHERINE C. SCHULTZ, County Clerk

## **COVER MEMORANDUM**

**TO:** Virginia Peschke

**FROM:** Julie Courtney

**DATE:** August 19, 2011

**SUBJECT:** Resolution for Modification to Grant #09-662002 for the Workforce Network Dept.

### **Board/Committee Action Requested:**

Request that the county board approve a resolution for McHenry County Workforce Network authorizing acceptance of a modification to Grant #09-662002 to add in an additional \$112,342 in funding and providing assurances for the operation of programs under the Trade and Globalization Adjustment Assistance Act (TGAAA).

### **Background:**

The Workforce Network department is located in the McHenry County Workforce Center located at 500 Russel Court in Woodstock, IL. This department is funded by the Illinois Dept. of Commerce and Economic Opportunity and is designed to provide assistance in Workforce Network activities including job search skills, resume writing, and training through a certified service provider to gain or upgrade skills to help eligible individuals become more employable.

### **Discussion:**

We have been awarded an additional \$112,342 for PY 09 (10/1/09-9/30/11) to be used for providing vocational training for TGAAA participants. This additional funding will be used to serve laid off workers from the following companies being added to this grant: Temic Automotive in Northbrook, Precision Dormer in Crystal Lake, Wells Dura-Bar in Woodstock, Wells Duro-Life in Algonquin, Caps Visual in Chicago, Amdocs in Milwaukee, WI, Motorola in Schaumburg, Quad Graphics in Northbrook and Littelfuse in Chicago. These funds were not included in the PY 11 county budget for the Workforce Network Dept. and need to be added in. We will be adding these funds into the personnel line items because two additional TGAAA staff were added to serve these customers after the PY 2011 county budget was prepared in July of 2010 and we were understated in those line items and we were also understated in our Work Experience line item. There are sufficient funds in Vocational Training to serve the Trade and WIA customers for the remainder of the fiscal year.

### **Impact on Human Resources:**

No positions will be added due to these additional grant funds.

**Impact on Budget (Revenue, Expenses, Fringe Benefits):**

\$112,342 will be added into the PY 11 County Budget for the Workforce Network Dept.

**Impact on Capital Expenditures:**

None

**Impact on Physical Space:**

None

**Impact on Other County Departments or Outside Agencies:**

None

**Conformity to Board Ordinances and Policies:**

NA

**Attachments/Appendices:**

None

**R E S O L U T I O N**  
**AUTHORIZING ACCEPTANCE OF THE ILLINOIS DEPARTMENT OF COMMERCE AND**  
**ECONOMIC OPPORTUNITY GRANT #10-672002**

**WHEREAS**, the Illinois Department of Commerce & Economic Opportunity has awarded McHenry Workforce Network incentive funds for the period of June 1, 2011 through June 30, 2013; and

**WHEREAS**, said grant funds will be used to provide contractual services; and

**WHEREAS**, total costs for this program are budgeted at \$8,461.00.

**NOW, THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois that the Chairman of the Board is hereby authorized to execute a grant agreement thereby accepting the Illinois Department of Commerce and Economic Opportunity grant in a total amount of \$8,461.00 for the period of June 1, 2011 through June 30, 2013; and

**BE IT FURTHER RESOLVED**, these funds have been included in the revenue and budget in the FY 2012 budget to be approved by the McHenry County Board in November 2011; and

**BE IT FURTHER RESOLVED**, that the Director of Workforce Network and the County Auditor shall reconcile Fund 90 for November 30, 2012 to assure that the correct fund carryovers are made as part of the annual County year-end process; and

**BE IT FURTHER RESOLVED**, that the Director of Workforce Network, in coordination and consultation with the State's Attorney, and the County Administrator, shall make timely recommendations to this County Board relative to those actions that will be necessary to appropriately adjust the administrative support expense commensurate with federal funding levels; and

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby requested to distribute a certified copy of this Resolution to the Director of Workforce Network; the Chairman of the Workforce Investment Board; the County Auditor; the Treasurer; the Associate County Administrator - Finance; and the County Administrator.

**DATED** at Woodstock, Illinois, this 6th day of September, A.D., 2011.

\_\_\_\_\_  
KENNETH D. KOEHLER, Chairman  
McHenry County Board

ATTEST:

\_\_\_\_\_  
KATHERINE C. SCHULTZ, County Clerk

## COVER MEMORANDUM

**TO:** Virginia Peschke  
**FROM:** Julie Courtney  
**DATE:** August 19, 2011  
**SUBJECT:** Resolution for Grant #10-672002 for the Workforce Network Dept.

### **Board/Committee Action Requested:**

Request that the county board approve a resolution for McHenry County Workforce Network authorizing acceptance of a grant in the amount \$8,461.00.

### **Background:**

The Workforce Network department is located in the McHenry County Workforce Center located at 500 Russel Court in Woodstock, IL. This department is funded by the Illinois Dept. of Commerce and Economic Opportunity and is designed to provide assistance in job search activities including job search skills, resume writing, and training through a certified service provider to gain or upgrade skills to help eligible individuals become more employable.

### **Discussion:**

We have been awarded a grant in the amount of \$8,461.00. This grant was awarded for Incentives earned for PY 09.

### **Impact on Human Resources:**

None

### **Impact on Budget (Revenue, Expenses, Fringe Benefits):**

These funds have been included in the Workforce Network FY 2012 county budget that will be approved by the McHenry County Board in November 2011.

### **Impact on Capital Expenditures:**

None

### **Impact on Physical Space:**

None

**Impact on Other County Departments or Outside Agencies:**

None

**Conformity to Board Ordinances and Policies:**

NA

**Attachments/Appendices:**

None

**R E S O L U T I O N**  
**AUTHORIZING ACCEPTANCE OF A MODIFICATION TO THE ILLINOIS  
DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY GRANT #10-  
661002 AND AUTHORIZING AN EMERGENCY APPROPRIATION TO THE  
MCHENRY COUNTY WORKFORCE NETWORK FISCAL YEAR 2011 BUDGET**

**WHEREAS**, the Illinois Department of Commerce & Economic Opportunity has awarded additional funds to McHenry County Workforce Network in the amount of \$18,721 for the Trade Adjustment Assistance Program (TAA) and is extending the grant end date to September 30, 2012; and

**WHEREAS**, said grant funds will be used to provide staff to serve the TAA participants; and

**WHEREAS**, the additional total costs for this program are budgeted at \$18,721.

**NOW, THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois that the Chairman of the Board is hereby authorized to accept the additional funding of \$18,721 from the Illinois Department of Commerce and Economic Opportunity; and

**BE IT FURTHER RESOLVED**, that an emergency appropriation to the McHenry County Workforce Network FY 2010-2011 budget is hereby authorized increasing revenue line item OCA 260002 -9405 (WN-Federal Gov't Grants) in the amount of \$18,721 to be offset by budget entries to OCA 260002-3010 (WN-Regular Salaries) in the amount of \$18,721; and

**BE IT FURTHER RESOLVED**, that the Director of Workforce Network and the County Auditor shall reconcile Fund 90 for November 30, 2012 to assure that the correct fund carryovers are made as part of the annual County year-end process; and

**BE IT FURTHER RESOLVED**, that the Director of Workforce Network, in coordination and consultation with the State's Attorney, and the County Administrator, shall make timely recommendations to this County Board relative to those actions that will be necessary to appropriately adjust the administrative support expense commensurate with federal funding levels; and

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby requested to distribute a certified copy of this Resolution to the Director of Workforce Network; the Chairman of the Workforce Investment Board; the County Auditor; the Treasurer; the Associate County Administrator – Finance; and the County Administrator.

**DATED** at Woodstock, Illinois, this 6th day of September, A.D. 2011.

\_\_\_\_\_  
KENNETH KOEHLER, Chairman  
McHenry County Board

ATTEST:

\_\_\_\_\_  
KATHERINE C. SCHULTZ, County Clerk

## COVER MEMORANDUM

**TO:** Virginia Peschke  
**FROM:** Julie Courtney  
**DATE:** August 19, 2011  
**SUBJECT:** Resolution to accept a Modification to Grant #10-661002 for the Workforce Network Dept.

### **Board/Committee Action Requested:**

Request that the county board approve a resolution for McHenry County Workforce Network authorizing acceptance of additional funding for Grant #10-661002 in the amount of \$18,721 and providing assurances for the operation of programs under the Trade Adjustment Assistance Act (TAA).

### **Background:**

The Workforce Network department is located in the McHenry County Workforce Center located at 500 Russel Court in Woodstock, IL. This department is funded by the Illinois Dept. of Commerce and Economic Opportunity and is designed to provide assistance in Workforce Network activities including job search skills, resume writing, and training through a certified service provider to gain or upgrade skills to help eligible individuals become more employable.

### **Discussion:**

We have been awarded an additional \$18,721.00 to be used for providing case managers to work with the dislocated workers from the Trade programs. The grant end date is being extended to 9/30/12.

### **Impact on Human Resources:**

No positions will be added due to these additional grant funds.

### **Impact on Budget (Revenue, Expenses, Fringe Benefits):**

\$18,721.00 will be added into the PY 11 County Budget for the Workforce Network Dept.

### **Impact on Capital Expenditures:**

None

**Impact on Physical Space:**

None

**Impact on Other County Departments or Outside Agencies:**

None

**Conformity to Board Ordinances and Policies:**

NA

**Attachments/Appendices:**

None

**RESOLUTION**

**ACCEPTING THE IEPA SOLID WASTE ENFORCEMENT GRANT**

**WHEREAS**, the Illinois Environment Protection Agency (IEPA) has approved McHenry County's Solid Waste Enforcement grant application for the period of July 1, 2011 through June 30, 2012; and

**WHEREAS**, total solid waste enforcement program costs are budgeted at \$68,000.00 and the state grant covers sixty-one percent (61.21%) of total costs, or \$41,622.80; and

**WHEREAS**, said grant funds will assist in supporting the McHenry County Department of Health's solid waste inspection effort under a delegation agreement with the IEPA; and

**WHEREAS**, funds for said grant have been budgeted for FY12; and

**WHEREAS**, it is the recommendation of your Finance and Audit Committees to accept said grant.

**NOW, THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois, that the Chairman of the Board is hereby authorized to execute a grant agreement and thereby accepting the IEPA Solid Waste Enforcement Grant (Grant Number R2-5) in a total amount of \$41,622.80 for the period of July 1, 2011 through June 30, 2012 (said agreement is attached herewith and made a part hereof); and

**BE IT FURTHER RESOLVED**, that the Administrator of McHenry County Department of Health is hereby authorized to accomplish the necessary program and financial management reporting for said grant during the period of said grant; and

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby authorized to gather the necessary original signatures on two sets of said grant agreement and to distribute a certified copy to the Auditor; the Associate County Administrator Finance; the Administrator of the McHenry County Department of Health and the McHenry County Administrator.

**DATED** at Woodstock, Illinois, this 6th day of September, A.D., 2011.

\_\_\_\_\_  
Kenneth D. Koehler, Chairman  
McHenry County Board

ATTEST:

\_\_\_\_\_  
Katherine C. Schultz, County Clerk



2. REVIEW OR AUDIT OF GRANTEE ACCOUNTS

If any federal or state agency has performed a review or audit of your accounts or records in connection with any other federal or state grant or contract within the past twelve months, please list and attach a copy of such document to this grant agreement.

a. Reviewing Agency Date of Review or Audit

b. Reviewing Agency Date of Review or Audit

c. Reviewing Agency Date of Review or Audit

3. CERTIFICATION REGARDING GRANT LIMITATIONS AND AVAILABILITY OF LOCAL SHARE

The grantee certifies that the requirements for the municipal waste grant have been reviewed, and that the grantee has or will obtain the legal, institutional, managerial, financial and engineering capability to ensure completion of all investigation and inspection activities required to meet the grant provisions described in the attached grant application and fact sheet. The grantee also certifies that no law pertaining to fraud, bribery, graft, kickbacks, collusion, or conflict of interest has been violated or other unlawful or corrupt practice has taken place relating to or in connection with this solid waste grant award, or work to be funded by this grant award.

The grantee hereby certifies that the local portion of the grant amount, as detailed in the attached grant cost summary, is available for commitment to this project. All local funds must be in the form of cash or certification of local in-kind commitment from the applicant or other governmental agencies. In addition, the grantee hereby agrees to pay the local portion of the grant amount.

4. By accepting this award, the grantee hereby agrees to assume the entire risk, responsibility and liability for any and all loss or damage to property owned by the grantee, the Agency or third persons, any injury to or death of any persons (including employees of the grantee) caused by, arising out of, or occurring in connection with the execution of any work, contract or subcontract arising out of this grant award, and the grantee shall indemnify, save harmless and defend the State of Illinois and the Agency from all claims for any such loss, damage, injury or death whether caused by the negligence of the State of Illinois, the Agency, their agents or employees or otherwise consistent with the provisions of "An Act in relation to indemnity in certain contracts" (Ill. Rev. Stat. 1991, ch. 29, par. 61 et seq.) [740 ILCS 35/1 et seq.]. The grantee shall also require that any and all contractors or subcontractors engaged by the grantee shall agree in writing that they shall look solely to the grantee for performance of such contract or satisfaction of any and all claims arising thereunder.

5. ACCEPTANCE OF GRANT AWARD

I, the undersigned being duly authorized to take such action, as evidenced by the above certification (#1), do hereby accept this offer and agree to all terms and conditions, including the Special Conditions, General Conditions (35 Ill. Adm. Code Part 871), Certifications, and the terms specified in the letter of transmittal, attached hereto and included herein by reference and also agree that the grant funds awarded will be used solely for reimbursement of expenses associated with the purposes of the project described in the attached fact sheet and grant application and approved by the Illinois Environmental Protection Agency. Obligations of the State will cease immediately without penalty of further payment being required if in any fiscal year the Illinois General Assembly or federal funding source fails to appropriate or otherwise make available sufficient funds for this agreement. The grantee agrees to abide by the commitments and schedule set forth in the attached grant application, including the submittal of quarterly requests for payment and quarterly progress reports showing expenditures of the related grant funds.

This is to certify to the best of my knowledge and belief that the grant cost summary data are complete, current, and accurate, and that the financial management capability exists to fully and accurately account for the financial transactions under this award. I further certify that I understand that the grant award may be subject to downward renegotiation and/or recoupment where the above cost summary information has been determined, as a result of audit or review, not to have been complete, current and accurate as of the date below.

I hereby certify under oath that all information in this grant agreement is true and correct to the best of my knowledge, information and belief. In addition, I certify under oath that the funds shall be used only for the purposes described in the grant agreement and that the award of grant funds is conditioned upon such certification.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
Date

Part III	Grant Budget
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Total Eligible Project Cost Category	Grant Costs	Maximum State Share - 61.21%
1. Direct Labor Costs	\$56,815.00	\$34,776.46
2. Indirect Costs	\$ 673.00	\$ 411.94
3. Other Direct Costs	\$10,512.00	\$6,434.40
4. Subagreements	\$ 0.00	\$ 0.00
5. Total Project Cost	\$68,000.00	\$41,622.80

The complete grant cost summary outlining permissible expenditures in the broad categories of direct labor, indirect costs, other direct costs and subagreements is contained in the attached application, dated May 4, 2011. Requests for payment shall be submitted on a quarterly basis. The final request for payment will be submitted 30 days following the end of the quarter of the end of the grant year. Any other expenses occurred after that point will remain unpaid, and revert back to the Agency's funding source for use for other programs. All funds remaining at the end of the grant agreement or at the expiration of the period of time grant funds are available for expenditure or obligation by the grantee shall be returned to the State within 45 days, if applicable.

Part IV	Offer from the Illinois EPA
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The Director of the Illinois Environmental Protection Agency, in accordance with the authority provided under the Illinois Environmental Protection Act, and in the appropriation by the General Assembly made pursuant therein, hereby offers to make a State of Illinois Grant to the applicant up to and not exceeding the above specified amount for the support of the efforts contained in the attached grant application, dated May 4, 2011.

This Grant Offer is subject to all applicable State and Federal statutory provisions, State regulations, 35 Ill. Adm. Code Parts 870 and 871, and the terms specified in the letter of transmittal, attached hereto and incorporated by reference. In addition, it is agreed that the Illinois Environmental Protection Agency, the Auditor General or the Attorney General has the right to inspect and audit any books, records or papers relating to the program, project or use for which grant funds were provided.

  
 \_\_\_\_\_  
 Signature

\_\_\_\_\_  
 7/26/11  
 Date

Lisa Bonnett  
 \_\_\_\_\_  
 Type or Print Name  
 Interim Director  
 \_\_\_\_\_  
 Title

SEP 09 2011

This offer must be accepted, if at all, by \_\_\_\_\_ (on or before 45 days after the IEPA Director's signature, as required in 35 Ill. Adm. Code 870.206(b)).

## RESOLUTION FOR BOARD ACTION

### COVER MEMORANDUM

**TO:** Virginia Peschke, Chairperson Public Health and Human Services Committee

**FROM:** Patrick McNulty, Public Health Administrator

**DATE:** August 15, 2011

**SUBJECT:** Resolution approving acceptance of a \$41,622.80 Grant from the IEPA for a Solid Waste Inspection Program.

**Board/Committee Action Requested:**

Committee/Board approval of a \$41,622.80 Grant from the IEPA

**Background**

The Health Department has had a Solid Waste Enforcement Delegation Agreement and Grant with the IEPA since 1987 (IEPA's oldest program). The Solid Waste Enforcement Delegation Agreement allows the Department to enforce IEPA requirements in McHenry County. The Department would normally respond to these solid waste issues under county ordinance even if we did not have the IEPA Solid Waste Enforcement Delegation Agreement and Grant.

**Discussion:**

The IEPA Solid Waste Grant is issued annually based on the state fiscal year and is renewed based upon satisfactory performance in previous years. Several counties who had this grant in the past were not funded because of IEPA cutbacks. The grant covers 61 percent of the program cost and is included in the 2011 and 2012 budget projections.

**Impact on Human Resources:** none

**Impact on Budget (Revenue, Expenses, Fringe Benefits):** none

**Impact on Capital Expenditures:** none

**Impact on Physical Space:** none

**Attachments/Appendices:**

Resolution and delegation agreement

cc: County Administrator

**RESOLUTION**  
**AUTHORIZING CONTRACTS WITH DIEBOLD SERVICES, BRICKMAN LANDSCAPING, BANC SOURCE AND CARMICHAEL CONSTRUCTION, INC. FOR THE WATERPROOFING OF THE TREASURER'S OFFICE BUILDING**

**WHEREAS**, In May 2009, McHenry County awarded a contract with KS&A and Doherty Construction for the renovation of the bank building located at 2100 North Seminary Avenue, Woodstock, Illinois; and

**WHEREAS**, during the renovation it was noted that the west foundation wall had an active foundation leak and the vacuum tube units that penetrated the drive-thru also leaked during rainstorms; and

**WHEREAS**, a waterproofing contractor was hired to seal the crack on the west foundation wall and accomplished that task, but during heavy rainstorms leaks migrated along other areas on the west foundation wall; and

**WHEREAS**, Facilities Management worked with the architect, KS&A, to develop a specification to waterproof the west foundation wall and waterproof the drive-thru of the building; and

**WHEREAS**, an RFP for waterproofing the foundation was sent out to 20 potential vendors with three vendors responding and Carmichael Construction, Inc. of Marengo, Illinois being selected as the lowest responsible bidder at a fee of \$93,800; and

**WHEREAS**, there is a need to enter into additional contracts for this project in the amount of \$3,712 with Diebold Services to remove and reinstall three vacuum tube stations; in the amount of \$2,850 with Banc Source to remove and reinstall the ATM machine; in the amount of \$2,100 with Brickman Landscaping to re-landscape the western edge of the building.

**NOW, THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois that the Chairman of the Board is hereby authorized to enter into contracts with the above vendors in the total amount of \$102,462 for the purposes of fixing the water leakage problem in the Treasurer's Office; and

**BE IT FURTHER RESOLVED**, by this County Board of McHenry County, Illinois that the above costs of \$102,462 are hereby authorized to be paid from the fiscal year 2011 general fund contingency budget (900020-4570); and

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby requested to distribute a certified copy of this Resolution to the Director of Purchasing; the Director of Facilities Management; the County Treasurer, the Deputy County Administrator; the County Auditor, the Associate County Administrator-Finance; and the County Administrator.

**DATED** at Woodstock, Illinois this 6th day of September, A.D., 2011.

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KENNETH D. KOEHLER, Chairman  
McHenry County Board

ATTEST:

\_\_\_\_\_  
KATHERINE C. SCHULTZ, County Clerk



**McHENRY COUNTY GOVERNMENT**  
**FACILITIES MANAGEMENT**  
**2200 North Seminary Avenue**  
**Woodstock, Illinois 60098**

Phone: 815/334-4016 Fax: 815/334-4623

**COVER MEMORANDUM**

TO: Ersel Schuster, Chairperson - Management Services Committee  
Scott Breeden, Chairperson - Finance and Audit Committee  
FROM: John Hadley, Director of Facilities Management  
DATE: August 22, 2011  
SUBJECT: Authorizing entering into a contract with waterproofing of the Treasurer's Building

**Board/Committee Action Requested:** Approve the expenditure of \$102,462 for the waterproofing of the Treasurer's Office Building at 2100 North Seminary Avenue, Woodstock, IL.

**Background:** McHenry County purchased and renovated the building in 2009 to relocate the Treasurer's Office. At the initial inspection and purchase, it was identified the building foundation had an active leak and the tube system had indications of previous leaks during heavy rainstorms. The foundation crack was repaired during renovation, but the wall continues to leak. Facilities Management worked with the architect to develop a waterproofing plan for both the top of the driveway and the west foundation wall. The Purchasing Department solicited a RFP for the waterproofing. Twenty bids were sent out and 3 companies submitted proposals. Carmichael Construction, Inc., Marengo was the lowest bidder for the waterproofing in the amount of \$93,800. In addition, \$3,712 needs to be awarded to Diebold for the removal and reinstallation of the three (3) vacuum tube units and \$2,850 to Banc Source for the removal and installation of the ATM. Finally, \$2,100 needs to be awarded to Brickman Landscaping for re-landscaping the western edge of the building. The total expenditure including waterproofing, tube system removal and landscaping is \$102,462. The project will be scheduled to begin on September 19, 2011 and completed no later than November 10, 2011.

**Impact on Human Resources:** None

**Impact on Budget (Revenue; Expenses; Fringe Benefits):** Requires an Emergency Appropriation to the fiscal year 2011 budget in order to expend said funds.

**Impact on Capital Expenditures:** None

**Impact on Physical Space:** None

**Impact on other County Departments or Outside Agencies:** N/A

**Conformity to Board Ordinances and Policies:** N/A

**2010-2011 FISCAL YEAR  
GENERAL FUND CONTINGENCY ACCOUNT  
STATEMENT OF ACTIVITY  
as of 8/18/2011**

<b>DATE</b>	<b>FOLIO NUMBER</b>	<b>VENDOR</b>	<b>DESCRIPTION OF EXPENSE</b>	<b>AMOUNT</b>	<b>BALANCE</b>
			Beginning Balance 12/01/2010		500,000.00
12/20/10	VD268208	Vincent E Solano	Circuit Clerk - Bond Refund to Attorney	9,500.00	490,500.00
12/30/10	VC234338	Rodriguez & Sons	Judge Zopp Courtroom 361 Reconfigure Seating Benches	4,580.00	485,920.00
12/30/10	VC234343	Mayfair Carpet	Judge Zopp Courtroom 361 Carpet and Installation	6,378.00	479,542.00
01/06/11	VD268627	Menards Woodstock	Judge Zopp Courtroom 361 Materials	154.81	479,387.19
01/07/11	VD268629	Grainger	Courtroom Project - wood trim	6.29	479,380.90
01/13/11	VC234683	Anderson Rock River Ford	Facilities Management Ford F250 Pickup	21,767.00	457,613.90
01/20/11	ZZ200029		Encumbrance Rollover	(119,150.81)	576,764.71
01/20/11	GN200017	Anmerican Legal Publishers	Codification Services	3,960.00	572,804.71
01/21/11	DP203002	Legal Services	Investigation	56,938.81	515,865.90
01/21/11	VD268962	Legal Services	Investigation	481.25	515,384.65
01/24/11	VC234826	Wauconda Car Care	Plow for Facilities Management Pickup	4,654.00	510,730.65
03/10/11	VD270051	Legal Services	Investigation	7,131.25	503,599.40
04/13/11	CR243588	Hewlett Packard	Overpayment on Computer Monitor	(361.94)	503,961.34
04/14/11	VD270891	Legal Services	Investigation	4,200.00	499,761.34
04/21/11	VD271082	Legal Services	Investigation	743.75	499,017.59
04/21/11	VD271084	Legal Services	Investigation	20,873.00	478,144.59
05/03/11	BD201855	R-201105-90-108	Budget Increase	(250,000.00)	728,144.59
05/27/11	VD272019	Legal Services	Investigation	5,968.97	722,175.62
06/24/11	VD272667	AV Installation Technology	Boardroom Audio System Repair	85.00	722,090.62
07/11/11	DP203278	Gavers Asphalt Paving & Excavating	Demolition and Removal of old Valley Hi Building	169,585.00	552,505.62
07/28/11	VD273375	Legal Services	Investigation	306.25	552,199.37
07/28/11	VD273376	Petroliance LLC	Fuel for Generators due to storm on 7/11 (Animal Control)	367.75	551,831.62
07/28/11	VD273376	Petroliance LLC	Fuel for Generators due to storm on 7/11 (Archive Center)	442.80	551,388.82
08/05/11	VD273571	A Direske Local Moving Inc	Health Dept. Archive Move	1,538.00	549,850.82
08/02/11	VD273572	Associated Electrical Contractors	Emergency Generator for Animal Control 7/11	426.60	549,424.22
<b>Reconciliation to the IFMS Accounting System</b>					
Report Ending Balance				549,424.22	
IFMS Ending Balance				(549,424.22)	
					0.00