

# Lake County Illinois

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



## Meeting Minutes - Final

**Wednesday, September 27, 2023**

**9:00 AM**

**or 15 minutes after the conclusion of the Lake County Board -  
Special Call Meeting, whichever is later.**

**Assembly Room, 10th Floor or register for remote attendance at  
<https://bit.ly/3Pfkpj6>**

**Public Works and Transportation Committee**

**PUBLIC ATTENDANCE:** The public can attend Lake County Committee and Board meetings (two options):

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower (9th Floor, if necessary), 18 N. County Street, Waukegan, Illinois.
- (2) Remote attendance by registering using the link on the front page of this agenda.

**RECORDING:** Meetings, to include Public Comment, will be recorded.

**PUBLIC COMMENT:** Live public comment will be available for those attending in-person and through an electronic conferencing application (register via the link on the front page of the agenda). In general, Public Comment on items not on the agenda will be presented near the beginning of the meeting. Public Comment on agenda items may be presented during consideration of that item. Public Comment may proceed in the following order: (1) Public Comment by individuals in attendance and then (2) Public Comment by individuals attending remotely through an electronic conferencing application.

Individuals may provide written Public Comment that must be received by 3:00 p.m. the day prior to the meeting (emailed to [PublicComment@Lakecountyil.gov](mailto:PublicComment@Lakecountyil.gov) or delivered to the County Board Office 18. N. County Street, Waukegan, Illinois, (10th floor)). Written comments will be circulated to the Members, but not read aloud.

Individuals providing Public Comment will provide the following information:

Meeting: Public Works and Transportation Committee (Subject line for written Public Comment)

Topic or Agenda Item #: (REQUIRED)

Name: (REQUIRED)

Organization/Entity Represented: (REQUIRED) ("Self" if representing self)

Street Address, City, State: (Optional)

Phone Number: (Optional)

Email: May be REQUIRED for remote attendance

**1. Call to Order**

*Vice Chair Maine called the meeting to order at 9:00 a.m.*

**2. Pledge of Allegiance**

*Vice Chair Maine led the Pledge of Allegiance.*

**3. Roll Call of Members**

**Present** 7 - Member Campos, Member Casbon, Chair Clark, Member Hewitt, Member Hunter, Vice Chair Maine and Member Wasik

*\*Electronic Attendance: Chair Clark*

*Other Attendees:*

*In Person:*

*Alex Carr, Communications*

*Austin McFarlane, Public Works*

*Bailey Wyatt, Communications*

*Brittany Sloan, Public Works*

*Emily Karry, Public Works*

*Gina Roberts, Board Member*

*Kevin Carrier, Division of Transportation*

*Linda Pedersen, Board Member*

*Matt Meyers, County Administrator's Office*

*Melissa Gallagher, Finance*

*Michael Danforth, Board Member*

*Patrice Sutton, Finance*

*Paul Frank, Board Member*

*Robin Grooms, County Administrator's Office*

*Sandy Hart, County Board Chair*

*Shane Schneider, Division of Transportation*

*Theresa Glatzhofer, County Board Office*

*Electronically:*

*Anthony Miceli, Speer Financial*

*Barbara A. Adams, Donahue & Rose, PC*

*Clay Johnson, Village of Lindenhurst*

*Ed Gallagher, PACE Bus*

*James Hawkins, County Administrator's Office*

*Janna Philipp, County Administrator's Office*

*Jon Nelson, Division of Transportation*

*Julian Rozwadowski, Division of Transportation*

*Kevin Quinn, Communications*

*Kristy Cechini, County Board Office*

*Marah Altenberg, Board Member  
Mary Crain, Division of Transportation  
Matt Emde, Division of Transportation  
Micah Thornton, Circuit Clerk's Office  
Michael Strong, Village of Lake Villa  
Michael Wheeler, Finance  
Mick Zawislak, Daily Herald  
Mike Klemens, Division of Transportation  
Sharon Castillo, Division of Transportation  
Stacey Krzywanos, Division of Transportation*

**4. Addenda to the Agenda**

*There were no additions or amendments to the agenda.*

**5. Public Comment (Items not on the agenda)**

*There were no comments from the public.*

**6. Chair's Remarks**

*Vice Chair Maine expressed that she was happy to help out with the meeting.*

**7. Unfinished Business**

*There was no unfinished business to discuss.*

**8. New Business**

**CONSENT AGENDA (Items 8.1 - 8.3)**

**\*MINUTES\***

**8.1 23-1337**

Committee action approving the Public Works and Transportation Committee minutes from August 30, 2023.

**Attachments:** [PWT 8.30.23 Final Minutes](#)

**A motion was made by Member Hewitt, seconded by Member Casbon, that these minutes be approved. The motion carried by the following voice vote:**

**Aye:** 7 - Member Campos, Member Casbon, Chair Clark, Member Hewitt, Member Hunter, Vice Chair Maine and Member Wasik

**8.2 23-1338**

Committee action approving the Public Works and Transportation Committee minutes from September 6, 2023.

**Attachments:** [PWT 9.6.23 Final Minutes](#)

**A motion was made by Member Hewitt, seconded by Member Casbon, that these minutes be approved. The motion carried by the following voice vote:**

**Aye:** 7 - Member Campos, Member Casbon, Chair Clark, Member Hewitt, Member Hunter, Vice Chair Maine and Member Wasik

**\*DIVISION OF TRANSPORTATION\***

**8.3** [23-1312](#)

Joint resolution appropriating \$25,000 of Matching Tax funds for cellular phone service to communicate with various Lake County Division of Transportation field assets, including traffic signals, cameras, and snow and ice equipment and integration with Lake County PASSAGE.

**A motion was made by Member Hewitt, seconded by Member Casbon, that this resolution be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote:**

**Aye:** 7 - Member Campos, Member Casbon, Chair Clark, Member Hewitt, Member Hunter, Vice Chair Maine and Member Wasik

**REGULAR AGENDA**

**\*PUBLIC WORKS\***

**8.4** [23-1328](#)

Ordinance providing for the payment of certain outstanding bonds of The County of Lake, Illinois, and authorizing and directing the execution of Escrow Agreement in connection therewith.

**Attachments:** [Memo to County Board regarding Early Payoff of SSA 16 Bonds 09-15-202](#)  
[Defeasance Ordinance.pdf](#)

*Patrice Sutton, Chief Financial Officer, introduced Barbara Adams, Donahue & Rose, PC, who gave an overview of the creation, purpose, and current status of Special Service Area (SSA) Number 16. Background regarding the early payment was also reviewed.*

*Austin McFarlane, Interim Director of Public Works, introduced Clay Johnson, Village Administrator for the Village of Lindenhurst, and Michael Strong, Village Administrator for the Village of Lake Villa, who each thanked the County for their leadership and acknowledged the success of this project.*

*Discussion ensued.*

**A motion was made by Member Hunter, seconded by Member Campos, that this ordinance be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote:**

**Aye:** 7 - Member Campos, Member Casbon, Chair Clark, Member Hewitt, Member Hunter, Vice Chair Maine and Member Wasik

**8.5** [23-1323](#)

Joint resolution authorizing execution of a contract with Chicagoland Paving Contractors, Inc. of Lake Zurich, Illinois, in the amount of \$88,952.90 for the Lake

County Department of Public Works (LCPW) Maintenance Facility Paving Improvements in Libertyville, Illinois.

**Attachments:**    [23-1323 Chicagoland Paving Vendor Disclosure](#)  
                              [23-1323 Paving Bid Tab](#)  
                              [23-1323 Paving Improvements Bid Docs](#)  
                              [23-1323 Paving Location Map](#)

*Austin McFarlane, Interim Director of Public Works, explained that this project is for improvements on the north side of the Public Works Maintenance facility in Libertyville.*

*Discussion ensued.*

**A motion was made by Member Hewitt, seconded by Member Casbon, that this resolution be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote:**

**Aye:** 7 - Member Campos, Member Casbon, Chair Clark, Member Hewitt, Member Hunter, Vice Chair Maine and Member Wasik

**8.6    [23-1325](#)**

Presentation of the Proposed 2024-2028 Capital Improvement Program for the Lake County Department of Public Works.

**Attachments:**    [23-1325 2024-2028 LCPW CIP presentation final v3](#)

*Austin McFarlane, Interim Director of Public Works, introduced Emily Karry, Capital Improvement Manager, and Brittany Sloan, Engineering Supervisor, who gave a detailed presentation regarding the proposed 2024-2028 Capital Improvement Program for the Lake County Department of Public Works.*

*Discussion ensued.*

**8.7    [23-0008](#)**

Director's Report - Public Works.

*There was no Public Works Director's report.*

**\*DIVISION OF TRANSPORTATION\***

**8.8    [23-1313](#)**

Committee action memo to approve the Fall 2023 Adopt-A-Highway Program.

**Attachments:**    [23-1313 Fall 2023 Staff Report, Adopt A Highway](#)

*Shane Schneider, Division of Transportation (DOT) Director, briefly outlined the Adopt-A-Highway program.*

**A motion was made by Member Casbon, seconded by Member Hewitt, that this Committee action be approved. The motion carried by the following voice vote:**

**Aye:** 7 - Member Campos, Member Casbon, Chair Clark, Member Hewitt, Member Hunter, Vice Chair Maine and Member Wasik

**8.9 [23-1314](#)**

Joint resolution authorizing an agreement with Christopher B. Burke Engineering, Ltd. of Rosemont, Illinois, for Phase III construction engineering services for improvements to Arlington Heights Road, from Lake Cook Road to Illinois Route 83, at a maximum cost of \$2,086,056 and appropriating \$2,504,000 of Motor Fuel Tax funds.

**Attachments:**    [23-1314 Consultant Agreement, Arlington Heights Road Reconstruction EIR](#)  
[23-1314 Vendor Disclosure, CBBEL](#)  
[23-1314 Location Map, Arlington Heights Road](#)

*Shane Schneider, Division of Transportation (DOT) Director, explained that this agreement is for phase 3 construction engineering for improvements to Arlington Heights Road, from Lake Cook Road to Illinois Route 83.*

*Discussion ensued.*

**A motion was made by Member Hewitt, seconded by Member Wasik, that this resolution be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote:**

**Aye:** 7 - Member Campos, Member Casbon, Chair Clark, Member Hewitt, Member Hunter, Vice Chair Maine and Member Wasik

**8.10 [23-1316](#)**

Joint resolution authorizing an agreement with Civiltech Engineering, Inc. Itasca, Illinois, for professional engineering services to evaluate the feasibility of improvements at the intersection of Darrell Road and Roberts Road, at a maximum cost of \$222,295 and appropriating \$267,000 of Motor Fuel Tax funds.

**Attachments:**    [23-1316 Consultant Agreement, Darrell and Roberts Feasibility Study Draft](#)  
[23-1316 Vendor Disclosure, Civiltech](#)  
[23-1316 Location Map, Darrell Road at Roberts Road](#)

*Shane Schneider, Division of Transportation (DOT) Director, explained that this agreement is for professional engineering services to evaluate the feasibility of improvements at the intersection of Darrell Road and Roberts Road.*

*Discussion ensued.*

**A motion was made by Member Hunter, seconded by Member Casbon, that this resolution be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote:**

**Aye:** 7 - Member Campos, Member Casbon, Chair Clark, Member Hewitt, Member Hunter, Vice Chair Maine and Member Wasik

**8.11 [23-1317](#)**

Resolution authorizing the acceptance of real property from the State of Illinois that is necessary for the proposed intersection improvements of Darrell Road with Dowell Road and Fisher Road.

**Attachments:**    [23-1317 Executed IDNR Conveyance Docs, Darrell Rd at Fisher and Dowell](#)  
[23-1317 Location Map, Darrell Road North](#)

*Shane Schneider, Division of Transportation (DOT) Director, explained that this resolution is to accept property from the State of Illinois that is necessary for the proposed intersection improvements of Darrell Road with Dowell Road and Fisher Road.*

*Discussion ensued.*

**A motion was made by Member Hunter, seconded by Member Casbon, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 7 - Member Campos, Member Casbon, Chair Clark, Member Hewitt, Member Hunter, Vice Chair Maine and Member Wasik

**8.12 [23-1318](#)**

Joint resolution authorizing an agreement with the Illinois Commerce Commission (ICC), the Illinois Department of Transportation (IDOT), and the Wisconsin Central Ltd. Railroad (RAILROAD), for improvements to the North Avenue highway-rail grade crossing east of Illinois Route 83 in Antioch, Illinois.

**Attachments:**    [23-1318 Agreement, North Avenue ICC](#)  
[23-1318 Location Map, North Avenue Railroad Crossing Repairs](#)

*Shane Schneider, Division of Transportation (DOT) Director, explained that this is an agreement for improvements to the North Avenue highway-rail grade crossing east of Illinois Route 83.*

*Discussion ensued.*

**A motion was made by Member Campos, seconded by Member Hewitt, that this resolution be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote:**

**Aye:** 7 - Member Campos, Member Casbon, Chair Clark, Member Hewitt, Member Hunter, Vice Chair Maine and Member Wasik

**8.13 [23-1320](#)**

Ordinance providing for the establishment of a County altered speed zone of 35 miles per hour (MPH), currently designated 45 MPH on Millburn Road, from US Route 45 to a point 500 feet east of Mill Creek, located in Newport and Lake Villa Townships.

**Attachments:**    [23-1320 Location Map, Millburn Road Speed Alteration](#)

*Shane Schneider, Division of Transportation (DOT) Director, explained that this ordinance*



*is to alter the speed limit from 45 MPH to 35 MPH on Millburn Road, from US Route 45 to a point 500 feet east of Mill Creek.*

*Discussion ensued.*

**A motion was made by Member Hunter, seconded by Member Campos, that this ordinance be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 7 - Member Campos, Member Casbon, Chair Clark, Member Hewitt, Member Hunter, Vice Chair Maine and Member Wasik

**8.14 [23-0009](#)**

Director's Report - Division of Transportation.

*There was no Division of Transportation Director's report.*

**9. County Administrator's Report**

*Matt Meyers, Assistant County Administrator, provided an update on the Director of Public Works search.*

**10. Executive Session**

*The Committee entered Executive Session at 10:30 a.m.*

**A motion was made by Member Hunter, seconded by Member Casbon, that the Committee go into executive session. The motion carried by the following roll call vote:**

**Aye:** 7 - Member Campos, Member Casbon, Chair Clark, Member Hewitt, Member Hunter, Vice Chair Maine and Member Wasik

**10.1 [23-1372](#)**

Executive Session to discuss purchase or lease of real property pursuant to 5 ILCS 120/2(c)(5).

**10.2 [23-1373](#)**

Executive Session to review closed session minutes pursuant to 5 ILCS 120/2 (c) (21).

**10.2 [23-1374](#)**

**A**

Committee action approving the Public Works, Planning and Transportation Committee Executive Session minutes from November 2, 2022.

*Regular Session resumed at 10:40 a.m. Action was taken outside of Executive Session.*

**A motion was made by Member Hewitt, seconded by Member Campos, that these minutes be approved. The motion carried by the following voice vote:**

**Aye:** 6 - Member Campos, Member Casbon, Member Hewitt, Member Hunter, Vice Chair Maine and Member Wasik

**Not Present:** 1 - Chair Clark

**11. Members' Remarks**

*There were no remarks from members.*

**12. Adjournment**

*Vice Chair Maine declared the meeting adjourned at 10:41 a.m.*

**Next Meeting: October 4, 2023**

*Minutes prepared by Theresa Glatzhofer.*

*Minutes were approved on November 1, 2023, by the Public Works and Transportation Committee.*