

# Lake County Illinois

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



## **Meeting Minutes - Final**

**Wednesday, November 4, 2015**

**8:30 AM**

**Assembly Room, 10th Floor**

**Public Works and Transportation Committee**

1. **Call to Order**

*Chair Thomson-Carter called the meeting to order at 8:30 a.m.*

**Present** 6 - Chair Thomson-Carter, Member Durkin, Member Hewitt, Member Mathias, Member Taylor and Member Werfel

**Absent** 3 - Vice Chair Sauer, Member Maine and Member Pedersen

*Others present:*

*Yvette Albarran, Finance and Administrative Services*

*Barry Burton, County Administrator*

*Anthony Cooling, Finance and Administrative Services*

*Matt Frank, State's Attorney's Office*

*Heather Galan, Public Works*

*Ben Gillbertson, County Administrator's Office*

*Gary Gordon, Finance and Administrative Services*

*Adlil Issakoo, County Administrator's Office*

*Peter Kolb, Public Works*

*Aaron Lawlor, Lake County Board Chairman*

*Steve Rice, State's Attorney's Office*

*Patrice Sutton, Finance and Administrative Services*

*Paula Trigg, Division of Transportation*

*Blanca Vela-Schneider, County Board Office*

*Ryan Waller, Assistant County Administrator*

2. **Pledge of Allegiance**

*Member Mathias led the Pledge of Allegiance.*

3. **Approval of Minutes**

*Assistant County Administrator Ryan Waller noted a correction to item 3.3 on the October 7, 2015 minutes.*

3.1 **15-1166**

Minutes from September 2, 2015.

**A motion was made by Member Hewitt, seconded by Member Werfel, that the minutes for items 3.1 and 3.2 be approved and the minutes for item 3.3 be approved, as amended. The motion carried by the following vote:**

**Aye:** 6 - Chair Thomson-Carter, Member Durkin, Member Hewitt, Member Mathias, Member Taylor and Member Werfel

**Absent:** 3 - Vice Chair Sauer, Member Maine and Member Pedersen

3.2 **15-1167**

Minutes from September 30, 2015.

**A motion was made by Member Hewitt, seconded by Member Werfel, that the minutes for items 3.1 and 3.2 be approved and the minutes for item 3.3 be approved, as amended. The motion carried by the following vote:**

**Aye:** 6 - Chair Thomson-Carter, Member Durkin, Member Hewitt, Member Mathias, Member Taylor and Member Werfel

**Absent:** 3 - Vice Chair Sauer, Member Maine and Member Pedersen

**3.3 [15-1207](#)**

Minutes from October 7, 2015.

**A motion was made by Member Hewitt, seconded by Member Werfel, that the minutes for items 3.1 and 3.2 be approved and the minutes for item 3.3 be approved, as amended. The motion carried by the following vote:**

**Aye:** 6 - Chair Thomson-Carter, Member Durkin, Member Hewitt, Member Mathias, Member Taylor and Member Werfel

**Absent:** 3 - Vice Chair Sauer, Member Maine and Member Pedersen

**4. Added to Agenda**

*There were no items added to the agenda.*

**5. Public Comment**

*There were no public comments.*

**6. Old Business**

*There was no old business to conduct.*

**7. New Business**

**PUBLIC WORKS**

**7.1 [15-1193](#)**

Joint committee action authorizing deletion of uncollectable accounts receivable from Public Works accounting records.

*Public Works Director Peter Kolb reported on 44 accounts identified as uncollectable totaling \$31,204.66. Authorization is needed from the Public Works and Transportation and the Financial and Administrative Committees to delete these accounts.*

**A motion was made by Member Durkin, seconded by Member Mathias, that this item be approved. The motion carried by the following vote: The motion carried by the following vote:**

**Aye:** 6 - Chair Thomson-Carter, Member Durkin, Member Hewitt, Member Mathias, Member Taylor and Member Werfel

**Absent:** 3 - Vice Chair Sauer, Member Maine and Member Pedersen

**7.2 [15-1050](#)**

Discussion regarding the Considerations and Principles policy covering requests for sewer service.

*Stephen Rice of the State's Attorney's Office reported on the Considerations and Principles policy that was created in the 2000's. The document assists applicants on sanitary sewer connection requests, allows the County to obtain the necessary*

information to review requests, and guides the Committee on the standards on reviewing such requests. Mr. Rice indicated the document has been reformatted to fit one page. He identified proposed amendments, noting two substantive changes. The County encourages municipalities to work together on boundary agreements, where possible. The document is intended to be used to identify factors for consideration by the Committee but does not require strict adherence.

Discussion ensued. This item will be brought back for the Committee's formal consideration.

7.3 [12-1231](#)

Director's Report - Public Works.

Public Works Director Peter Kolb reported that his department is working on a bond package for Special Service Area 13. The bonds are now callable which allows for potential savings. Residents, if they desire, may choose to pay off their debt early. Staff will work with Finance staff on a detailed letter that will be sent to affected residents providing more detail.

Lake County Board Chairman Aaron Lawlor commented on the automated water reading system.

**DIVISION OF TRANSPORTATION**

7.4 [15-1196](#)

Resolution changing the name of Indian Trail, which runs through unincorporated Lake County between Hainesville Road and Circle Drive in Avon Township, to North Circle Drive.

**A motion was made by Member Werfel, seconded by Member Taylor, that this item be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:**

**Aye:** 6 - Chair Thomson-Carter, Member Durkin, Member Hewitt, Member Mathias, Member Taylor and Member Werfel

**Absent:** 3 - Vice Chair Sauer, Member Maine and Member Pedersen

7.5 [15-1177](#)

Joint resolution appropriating \$30,000 of County Bridge Tax funds and \$65,000 of Matching Tax funds to provide for fiscal year (FY) 2016 acquisition of materials and services needed to maintain drainage and bridge facilities, pavements, shoulders, guardrails, fencing, and right of way, and designated as Section 16-00000-03-GM.

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

**Aye:** 6 - Chair Thomson-Carter, Member Durkin, Member Hewitt, Member Mathias, Member Taylor and Member Werfel

**Absent:** 3 - Vice Chair Sauer, Member Maine and Member Pedersen

7.6 [15-1175](#)

Joint resolution appropriating \$185,000 of Matching Tax funds for the Joint Utility Locating Information for Excavators, Inc. (JULIE) ticket screening and locating of Lake County Division of Transportation (LCDOT) storm sewers for excavator dig requests for various County highways, and designated as Section 16-00000-09-GM.

**A motion was made by Member Mathias, seconded by Member Durkin, that this item be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:**

**Aye:** 6 - Chair Thomson-Carter, Member Durkin, Member Hewitt, Member Mathias, Member Taylor and Member Werfel

**Absent:** 3 - Vice Chair Sauer, Member Maine and Member Pedersen

7.7 [15-1176](#)

Joint resolution appropriating \$65,000 of County Bridge Tax funds for televising, inspecting and cleaning storm sewers along various County highways, and designated as Section 16-00000-05-GM.

*Division of Transportation Director Paula Trigg reported a more rigorous effort is being made to televise roads when repairs or replacements are made.*

**A motion was made by Member Durkin, seconded by Member Werfel, that this item be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:**

**Aye:** 6 - Chair Thomson-Carter, Member Durkin, Member Hewitt, Member Mathias, Member Taylor and Member Werfel

**Absent:** 3 - Vice Chair Sauer, Member Maine and Member Pedersen

7.8 [15-1185](#)

Joint resolution appropriating \$80,900 of County Bridge Tax funds, \$134,400 of Matching Tax funds, and \$117,200 of ¼% Sales Tax for Transportation funds for fiscal year (FY) 2016 miscellaneous services needed to address items such as soil, environmental, drainage, bridge, wetland and right of way purchases, and designated as Section 16-00000-02-EG.

*Division of Transportation Director Paula Trigg reported the miscellaneous services for projects that are designed internally or require more investigative work are contracted on an annual basis.*

**A motion was made by Member Mathias, seconded by Member Taylor, that this item be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:**

**Aye:** 6 - Chair Thomson-Carter, Member Durkin, Member Hewitt, Member Mathias, Member Taylor and Member Werfel

**Absent:** 3 - Vice Chair Sauer, Member Maine and Member Pedersen

7.9 [15-1178](#)

Joint resolution appropriating \$210,000 of ¼% Sales Tax for Transportation funds and authorizing an agreement with the State of Illinois, by and through the Illinois Department of Transportation (IDOT), for the utilization of \$752,135 in federal highway funds for the modernization and interconnection of the traffic signals along Illinois Route 43, from Northpoint Boulevard to Illinois Route 137, and along Greenleaf Street, from Washington Street to Northpoint Boulevard, Phase III construction engineering services, and designated as Section 12-00999-28-TL and State Job Number C-91-411-15.

*Division of Transportation Director Paula Trigg reported this project will be funded with Congestion Mitigation and Air Quality (CMAQ) monies. The engineering will be completed by staff of which a portion will be reimbursed.*

**This resolution was approved and referred on to Financial and Administrative Committee The motion carried by the following vote:**

**Aye:** 6 - Chair Thomson-Carter, Member Durkin, Member Hewitt, Member Mathias, Member Taylor and Member Werfel

**Absent:** 3 - Vice Chair Sauer, Member Maine and Member Pedersen

7.10 [15-1198](#)

Joint resolution authorizing an agreement for consulting engineering services between Lake County and Christopher B. Burke Engineering, Ltd., Rosemont, Illinois, for a maximum cost of \$824,761.74 for Phase II design engineering services for the reconstruction and widening of Aptakisic Road, from Illinois Route 83 to Buffalo Grove Road, appropriating \$990,000 of ¼% Sales Tax for Transportation funds, and designated as Section 09-00088-18-WR.

**A motion was made by Member Mathias, seconded by Member Taylor, that this item be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:**

**Aye:** 6 - Chair Thomson-Carter, Member Durkin, Member Hewitt, Member Mathias, Member Taylor and Member Werfel

**Absent:** 3 - Vice Chair Sauer, Member Maine and Member Pedersen

7.11 [15-1194](#)

Joint resolution authorizing an agreement for consulting engineering services with Civiltech Engineering, Inc., Itasca, Illinois, for a maximum cost of \$1,399,565 for Phase II design engineering services for the reconstruction and widening of the intersection of Gilmer Road at Midlothian Road, appropriating \$1,680,000 of ¼% Sales Tax for Transportation funds, and designated as Section 10-00079-16-CH.

*Division of Transportation Director Paula Trigg reported an open house meeting on November 4, 2015 regarding this project.*

**A motion was made by Member Taylor, seconded by Member Durkin, that this item be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:**

**Aye:** 6 - Chair Thomson-Carter, Member Durkin, Member Hewitt, Member Mathias, Member Taylor and Member Werfel

**Absent:** 3 - Vice Chair Sauer, Member Maine and Member Pedersen

**7.12 [15-1195](#)**

Joint resolution authorizing an agreement for consulting engineering services with Patrick Engineering, Inc., Lisle, Illinois, for a maximum cost of \$319,389.96 for Phase II design engineering services for the reconstruction and widening of Illinois Route 120, from Knight Avenue to Illinois Route 131, appropriating \$385,000 of ¼% Sales Tax for Transportation funds, and designated as Section 12-00999-31-WR.

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

**Aye:** 6 - Chair Thomson-Carter, Member Durkin, Member Hewitt, Member Mathias, Member Taylor and Member Werfel

**Absent:** 3 - Vice Chair Sauer, Member Maine and Member Pedersen

**7.13 [15-1189](#)**

Joint resolution authorizing a contract with Precision Midwest, Warrenville, Illinois, in the amount of \$63,984.50 for the purchase of global positioning system (GPS) receivers with data collector tablets for the Lake County Division of Transportation (LCDOT).

*Division of Transportation Director Paula Trigg reported due to the long standing relationship with the contractor and the specific requirements, this project did not go out to bid. The GPS receives and data collector tablets will talk to each other.*

**A motion was made by Member Mathias, seconded by Member Werfel, that this item be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:**

**Aye:** 6 - Chair Thomson-Carter, Member Durkin, Member Hewitt, Member Mathias, Member Taylor and Member Werfel

**Absent:** 3 - Vice Chair Sauer, Member Maine and Member Pedersen

**7.14 [15-1199](#)**

Joint resolution adopting an amendment to the permit fee schedule associated with the Lake County Code of Ordinances, Title IX, Chapter 91: Highway Temporary Closure; Utility Facility Placement.

*Division of Transportation Director Paula Trigg reported a recommendation is made to eliminate the open cut fee to municipalities and local agencies as municipalities do not open more than is necessary and restore what has been disturbed. If approved, staff will notify municipalities during its biannual training offered to municipalities and local agencies. Those who do not attend, will receive written notification.*

**A motion was made by Member Mathias, seconded by Member Taylor, that this item be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:**

**Aye:** 6 - Chair Thomson-Carter, Member Durkin, Member Hewitt, Member Mathias, Member Taylor and Member Werfel

**Absent:** 3 - Vice Chair Sauer, Member Maine and Member Pedersen

**7.15 15-1197**

Joint resolution adopting an amendment to the permit fee schedule associated with the Lake County Code of Ordinances, Title IX, Chapter 90: Highway Access Regulation.

*Division of Transportation Director Paula Trigg reported an audit identified the loss of revenue for staff review time when applicants fail to pick up a permit. Staff is recommending a modification to the fee schedule which would require applicants to prepay the cost of the permit after the preapplication process but before a review is completed by staff.*

**A motion was made by Member Durkin, seconded by Member Mathias, that this item be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:**

**Aye:** 6 - Chair Thomson-Carter, Member Durkin, Member Hewitt, Member Mathias, Member Taylor and Member Werfel

**Absent:** 3 - Vice Chair Sauer, Member Maine and Member Pedersen

**7.16 15-1205**

Ordinance requesting the conveyance of parcels of land for public road purposes from the Lake County Forest Preserve District (LCFPD) to Lake County, effectuating an agreement relating to the construction of a multiuse trail from I-94 to Van Patten Woods (VPW)/Des Plaines River (DPR) Trail, and designated as Section 15-00078-15-LA.

*Chair Bonnie Thomson-Carter remarked on the great cooperation efforts between local agencies and staff to move this project forward.*

**A motion was made by Member Hewitt, seconded by Member Durkin, that this item be recommended for adoption to the consent agenda. The motion carried by the following vote:**

**Aye:** 6 - Chair Thomson-Carter, Member Durkin, Member Hewitt, Member Mathias, Member Taylor and Member Werfel

**Absent:** 3 - Vice Chair Sauer, Member Maine and Member Pedersen

**7.17 15-0097**

Director's Report - Transportation.

*Division of Transportation Director Paula reported staff continues to work on recommendations for the disposition of excess property. A policy and recommendation will be forthcoming for committee action. Additionally, staff will bring forth a request to modify the fees for the north-south portion of the old North Shore right of way lease agreements which were last amended in 1988. A review of the fees has determined the rate should be increased from \$0.22 per square foot to \$0.44 per square foot.*

*An IDOT letting on November 6 includes the Deerfield Road Project in Highland Park and*

*Deerfield, a culvert project on Route 60 north of Peterson Road, a culvert project in Round Lake on McGillis Driver by Squaw Creek. Legislation has been proposed to release Motor Fuel Tax Funds, but has not moved forward. The State has indicated local agencies will receive their funding, but will not provide a date as to when it could be released. The federal highway transportation bill has received a short term extension for MAP 21 until November 20, 2015. A longer term bill called STRR is being considered which is a six year bill with three years of funding. Chairman Lawlor remarked on a recent letter by local County Chairs regarding the unequal distribution of TIGER grant funding to suburban areas. Discussion ensued.*

*Ms. Trigg announced two public meetings tonight for the 137 Bike Path will occur tonight at Independence Grove from 6:00 p.m. to 8:00 p.m. and the Gilmer/Midlothian Roads Project at the Hawthorn Woods' Aquatic Center from 5:00 to 7:00 p.m. A public meeting will be held on November 12 for the Phase 1 Ela Road Project in Long Grove. Pace had its budget hearing on October 22 at the City of Waukegan. RTA and Metra will hold their combined budget hearing meeting at the Mundelein Village Hall on November 5 from 5:00 to 8:00 p.m. All three will provide a presentation to the County Board at the November 6 Committee of the Whole Meeting.*

*The Division of Transportation is working with a facilitator to help revise its mission, vision, and goals. Additionally, staff is working with the County Administrator's Office and Finance and Administrative Service on consultant selection to review the department's operation and determine if there are additional efficiencies that can be utilized. A paratransit presentation will be provided in December by the Lake County Coordinated Transportation Services Committee.*

## 8. Executive Session

*Executive Session was entered into at 9:46 a.m.*

**A motion was made by Member Mathias, seconded by Member Durkin, to go into executive session. The motion carried by the following vote:**

**Aye:** 6 - Chair Thomson-Carter, Member Durkin, Member Hewitt, Member Mathias, Member Taylor and Member Werfel

**Absent:** 3 - Vice Chair Sauer, Member Maine and Member Pedersen

### 8.1 [15-0975](#)

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

*A recess was taken at 10:01 a.m.*

*Executive Session resumed at 10:40 a.m.*

*Executive Session was adjourned at 11:06 a.m.*

**A motion was made by Member Taylor, seconded by Member Durkin, that this be to come out of executive session. The motion carried by the following vote:**

**Aye:** 6 - Chair Thomson-Carter, Member Durkin, Member Hewitt, Member Mathias, Member Taylor and Member Werfel

**Absent:** 3 - Vice Chair Sauer, Member Maine and Member Pedersen

**9. County Administrator's Report**

*Assistant County Administrator Ryan Waller introduced Heather Galan and Benjamin Gilbertson, the County's newest fellows.*

**10. Adjournment**

*Chair Thomson-Carter adjourned the meeting at 11:07 a.m.*

*Meeting minutes prepared by Blanca Vela-Schneider.*

*Respectfully submitted,*

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*Chairman*

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*Vice-Chairman*

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*Public Works and Transportation Committee*