

# Lake County Illinois

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



## Meeting Minutes - Final

Wednesday, June 25, 2025

8:30 AM

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

**Public Works and Transportation Committee**

**1. Call to Order**

*Chair Clark called the meeting to order at 8:30 a.m.*

**2. Pledge of Allegiance**

*Chair Clark led the Pledge of Allegiance.*

**3. Roll Call of Members**

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

*Other Attendees*

*In Person:*

*Shane Schneider, Division of Transportation*

*Jon Nelson, Division of Transportation*

*Kevin Carrier, Division of Transportation*

*Bailey Wyatt, Communications*

*Emily Karry, Public Works*

*Austin McFarlane, Public Works*

*Matt Meyers, County Administrator's Office*

*Patrice Sutton, County Administrator's Office*

*RuthAnne Hall, County Administrator's Office*

*Theresa Glatzhofer, County Board Office*

*Electronically:*

*Sandy Hart, County Board Chair*

*Mary Crain, Division of Transportation*

*Matt Finstein, Purchasing*

*Carrie Dickson, Division of Transportation*

*Julian Rozwadowski, Division of Transportation*

*Nick Principali, Finance*

*Mike Klemens, Division of Transportation*

*Yvette Albarran, Purchasing*

*Sonia Hernandez, County Administrator's Office*

*Kevin Kerrigan, Division of Transportation*

*Brea Barnes, Finance*

*Alex Carr, Communications*

*Mick Zawislak, Daily Herald*

*Stacey Krzywanos, Division of Transportation*

*Charles Askar, Division of Transportation*

*Ed Gallagher, PACE*

*Kevin Quinn, Communications*

*Matt Emde, Division of Transportation*

*JazMine' Evans, Finance*

*Christine Sher, Stormwater Management*

**4. Addenda to the Agenda**

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

**5. Public Comment**

*There were no comments from the public.*

**6. Chair's Remarks**

*There were no remarks from the Chair.*

**7. Unfinished Business**

*There was no unfinished business to discuss.*

**8. New Business**

**CONSENT AGENDA (Items 8.1 - 8.2)**

**\*MINUTES\***

**8.1 [25-0855](#)**

Committee action approving the Public Works and Transportation Committee minutes from May 28, 2025.

**Attachments:** [PWT 5.28.25 Final Minutes](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Member Casbon, seconded by Member Hewitt, that these minutes be approved.**

**The motion carried by the following voice vote:**

**Aye:** 6 - Member Casbon, Chair Clark, Member Hewitt, Member Hunter, Member Roberts and Member Wasik

**Not Present:** 1 - Vice Chair Maine

**8.2 [25-0856](#)**

Committee action approving the Public Works and Transportation Committee minutes from June 4, 2025.

**Attachments:** [PWT 6.4.25 Final Minutes](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Member Casbon, seconded by Member Hewitt, that these minutes be approved.**

**The motion carried by the following voice vote:**

**Aye:** 6 - Member Casbon, Chair Clark, Member Hewitt, Member Hunter, Member Roberts and Member Wasik

**Not Present:** 1 - Vice Chair Maine

**REGULAR AGENDA**

**\*DIVISION OF TRANSPORTATION\***

**8.3 [25-0865](#)**

Joint resolution adopting the 2025-2030 Transportation Improvement Program as the official transportation program for the Lake County Division of Transportation.

**Attachments:**    [25-0865 2025-2030 Presentation](#)  
                              [25-0865 2025-2030 Preservation Map](#)  
                              [25-0865 2025-2030 Modernization Map](#)  
                              [25-0865 2025-2030 NonMotorized Map](#)  
                              [25-0865 2025-2030 Expansion Map](#)  
                              [25-0865 2025-2030 Project Programming Reports](#)

*Shane Schneider, Division of Transportation Director, explained that this item is to adopt the 2025-2030 Transportation Improvement Program, which was previously presented to the Committee on May 28, 2025. Discussion ensued.*

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

**Aye:** 6 - Member Casbon, Chair Clark, Member Hewitt, Member Hunter, Member Roberts and Member Wasik

**Not Present:** 1 - Vice Chair Maine

**8.4    [25-0866](#)**

Joint resolution authorizing an agreement with Baxter & Woodman, Inc., of Chicago, Illinois, for Phase III professional engineering support services for improvements to the intersection of Hunt Club Road at Washington Street, at a maximum cost of \$100,418, and appropriating \$120,000 of Motor Fuel Tax funds.

**Attachments:**    [25-0866 Hunt Club at Washington Intersection Improvements - Phase III](#)  
                              [25-0866 Hunt Club Disclosure Form - Baxter & Woodman](#)  
                              [25-0866 Location Map, Hunt Club Road at Washington Street](#)

*Shane Schneider, Division of Transportation Director, explained that this item is for Phase III engineering support services for improvements to the intersection of Hunt Club Road at Washington Street. Discussion ensued.*

**A motion was made by Member Casbon, 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:** 6 - Member Casbon, Chair Clark, Member Hewitt, Member Hunter, Member Roberts and Member Wasik

**Not Present:** 1 - Vice Chair Maine

**8.5    [25-0868](#)**

Joint committee action item approving Change Order Number 14 with Berger Excavating Contractors, Inc., Wauconda, Illinois, consisting of an increase of \$692,881.48 for additions to the Arlington Heights Road Reconstruction construction contract.

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**Attachments:**    [25-0868 Arlington Heights Road Construction Change Order Number 14](#) .  
                              [25-0868 Arlington Heights Road Construction Change Order 14](#)  
                              [25-0868 Arlington Heights Berger Disclosure Form](#)  
                              [25-0868 Location Map, Arlington Heights Road](#)

*Shane Schneider, Division of Transportation Director, explained the reasoning for Change Order Number 14 for additions to the Arlington Heights Road Reconstruction contract.*

*Vice Chair Maine entered the meeting at 8:36 a.m.*

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

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

**8.6    [25-0869](#)**

Joint resolution authorizing an agreement for professional engineering services with International Cybernetics Company, LP dba Infrastructure Management Services (IMS), Largo, Florida, at a maximum cost of \$166,795.40, for annual pavement testing and management services and appropriating \$200,000 of Matching Tax funds.

**Attachments:**    [25-0869 2025 Pavement Management System IMS Field Testing Agreem](#)  
                              [25-0869 IMS Vendor Disclosure Form](#)

*Shane Schneider, Division of Transportation Director, explained that this contract is for annual pavement testing and management services. Discussion ensued.*

**A motion was made by Member Hewitt, seconded by Member Roberts, 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 Casbon, Chair Clark, Member Hewitt, Member Hunter, Vice Chair Maine, Member Roberts and Member Wasik

**8.7    [25-0022](#)**

Director's Report - Division of Transportation.

*Shane Schneider, Division of Transportation Director, noted that the Safety Action Plan is now available on the County website. Director Schneider also reported that, due to recent high temperatures, there have been eight buckling portions of road in Lake County. Lastly, Director Schneider provided a recap about automatic license plate readers used in Lake County. Discussion ensued.*

**\*PUBLIC WORKS\***

**8.8    [25-0834](#)**

Joint resolution authorizing a contract with Kirschhoffer Truck Service, Inc., of Zion, Illinois, for the purchase of sand, gravel, stone, and spoil removal services in an

estimated amount of \$298,311.

**Attachments:**    [25-0834 Bid Tab](#)  
[25-0834 Kirschhoffer Vendor Disclosure 25-26](#)  
[25-0834 Sand and Gravel Bid Documents](#)

*Austin McFarlane, Director of Public Works, explained that this contract is for the purchase of sand, gravel, stone, and spoil removal services. Discussion ensued.*

**A motion was made by Member Hewitt, seconded by Member Hunter, 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 Casbon, Chair Clark, Member Hewitt, Member Hunter, Vice Chair Maine, Member Roberts and Member Wasik

**8.9    [25-0835](#)**

Joint resolution authorizing the execution of a Maintenance Agreement with the Village of Deer Park for the Long Grove Road Lift Station and Sanitary Sewer Collection System.

**Attachments:**    [25-0835 Deer Park Lake County Agreement for sewer operation and main](#)  
[25-0835 Map Deer Park Sanitary Atlas](#)

*Austin McFarlane, Director of Public Works, introduced Emily Karry, Assistant Director of Public Works, who provided background regarding entering into a new agreement with the Village of Deer Park for the County to continue to provide maintenance for the Long Grove Lift Station and Sanitary Sewer Collection System.*

**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 Casbon, Chair Clark, Member Hewitt, Member Hunter, Vice Chair Maine, Member Roberts and Member Wasik

**8.10    [25-0837](#)**

Joint resolution authorizing the First Amendment to the Water Tower Lease Agreement with Chicago SMSA Limited Partnership (dba Verizon Wireless), Basking Ridge, New Jersey, for the long-term placement of telecommunications equipment at the Wildwood Water Tower.

**Attachments:**    [25-0837 First Amendment Verizon Lake County](#)  
[25-0837 Map Wildwood Water Tower](#)

*Emily Karry, Assistant Director of Public Works, provided background regarding a lease renewal agreement with Verizon Wireless for the placement of telecommunications equipment on the Wildwood Water Tower. Discussion ensued.*

**A motion was made by Member Wasik, seconded by Member Hunter, 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 Casbon, Chair Clark, Member Hewitt, Member Hunter, Vice Chair Maine, Member Roberts and Member Wasik

8.11 [25-0839](#)

Joint resolution authorizing execution of an engineering services agreement with CDM Smith, Inc. of Chicago, Illinois, in the amount of \$97,890 for engineering services for the Lake County Water Main and Sanitary Sewer Infrastructure Assessment project.

**Attachments:** [25-0389 Vendor Disclosure](#)  
[25-0839 CDM Smith Agreement for 2025 Pipe Assess](#)

*Austin McFarlane, Director of Public Works, explained that this item is for an engineering services agreement for the Lake County Water Main and Sanitary Sewer Infrastructure Assessment project.*

**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:** 6 - Member Casbon, Chair Clark, Member Hewitt, Member Hunter, Member Roberts and Member Wasik

**Not Present:** 1 - Vice Chair Maine

8.12 [25-0838](#)

Joint committee action approving Change Orders Number One, Two, Three, Four, and Five for the Highland Lake Water System Project (Phase-2 New Water Supply Well Drilling and Testing) with Municipal Well and Pump resulting in a cost increase from \$520,059 to \$691,292.

**Attachments:** [25-0838 Municipal Well Change Orders](#)  
[25-0838 Municipal Well Vendor Disclosure](#)  
[25-0838 Location Map](#)

*Austin McFarlane, Director of Public Works, explained the need for Change Orders One through Five for the Highland Lake Water System Project. Discussion ensued.*

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

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

9. **County Administrator's Report**

*There was no County Administrator's Report.*

10. **Executive Session**

*The Committee did not enter into Executive Session.*

11. **Member Remarks and Requests**

*There were no Member remarks or requests.*

**12. Adjournment**

*Chair Clark declared the meeting adjourned at 9:30 a.m.*

**Next Meeting: July 30, 2025**

*Meeting minutes prepared by Theresa Glatzhofer.*

*Minutes were approved on July 30, 2025, by the Public Works and Transportation Committee.*