

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, January 27, 2021

8:30 AM

Meeting held by video conference. Register to virtually attend the meeting at <https://bit.ly/39AsoCH>

Watch the meeting at <http://lakecounty.tv/>, Comcast Ch 18 or 30, AT&T Uverse Ch 99, & 18 N County St, Waukegan (10th FL)

Public Works, Planning & Transportation Committee

Pursuant to Section 7(e) of the Illinois Open Meetings Act, the Gubernatorial Disaster Proclamation, and the Written Determination of the Lake County Board Chair, this meeting will be held by audio and video conference.

PUBLIC ATTENDANCE: The public wishing to attend remotely / virtually may: (1) register at the link on the front page of this agenda to attend by audio or video conference or (2) attend remotely on the 10th Floor of the Administrative Tower, 18 N. County Street, Waukegan, Illinois (limited to the number of persons in keeping with social distancing requirements, currently 10 people).

PUBLIC VIEWING: This meeting will be live-streamed at <http://lakecounty.tv/> and on Comcast Channel 18 or 30 and AT&T Channel 99.

PUBLIC COMMENT: The public will be afforded time to comment on matters related to the business of the County Board. Individuals attending remotely / virtually may present their Public Comment during the meeting. Individuals not in attendance 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 or delivered to the County Board Office 18 N. County Street, Waukegan, Illinois (10th floor)). Public Comment on items not on the agenda will be presented at the beginning of the meeting under "Public Comment." Comments on agenda items may be presented during consideration of that item. A total of 30 minutes will be permitted for Public Comment and no more than three minutes per Comment. Public Comment will proceed in the following order: (1) Public Comment by individuals in attendance (on the 10th Floor and then those via the registration link) then (2) written comments in the order they are received. To view County Board Rules, click here: <https://bit.ly/3idRdrV>.

Individuals providing Public Comment will provide the following information:

- * Meeting: Public Works Planning and Transportation Committee
- * Name: (Required)
- * Street Address, City, State (Optional):
- * Phone Number (Optional):
- * Organization/Agency/etc. Represented (If representing yourself, put "Self"):
- * Topic or Agenda Item # (if applicable) - followed by the written Comment

0. [21-0069](#)

Chair's determination of need to meet by audio or video conference.

Attachments: [Determination - Chair Hart 12.30.20](#)

1. **Call to Order**

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

2. **Pledge of Allegiance**

Chair Durkin led the Pledge of Allegiance.

3. **Roll Call of Members**

Present 7 - Chair Durkin, Vice Chair Pedersen, Member Clark, Member Maine, Member Vealitzek, Member Wasik and Member Wilke

Others present:

Shane Schneider, Division of Transportation

Jon Nelson, Division of Transportation

Matthew Emde, Division of Transportation

Eric Waggoner, Planning Building and Development

Krista Braun, Planning Building and Development

Robert Springer, Planning Building and Development

Tom Chefalo, Planning Building and Development

Hannah Mulroy, Planning Building and Development

Joel Sensenig, Public Works

Keith Caldwell, Chief County Assessment Office

Keith Kaiser, Sheriff's Office

Gary Gibson, County Administrator's Office

James Hawkins, County Administrator's Office

Matt Meyers, County Administrator's Office

Cassandra Torstenson, County Administrator's Office

Blanca Vela-Schneider, County Administrator's Office

Sandy Hart, County Board

Paul Frank, County Board

Carissa Casbon, County Board

Craig Taylor, County Board

Dan Brown, State's Attorney's Office

Lisle Stalter, State's Attorney's Office

Abby Scalf, County Board Office

4. **Addenda to the Agenda**

There are no amendments or additions to the agenda.

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

There were no comments from the public.

6. Chair's Remarks

There were no remarks by Chair Durkin.

7. Unfinished Business

8. New Business

CONSENT AGENDA (Items 8.1 - 8.2)

APPROVAL OF MINUTES

8.1 [21-0154](#)

Minutes for January 6, 2021.

Attachments: [PWPT 1.6.21 Minutes.pdf](#)

A motion was made by Member Clark, seconded by Member Wasik, that Consent Agenda item 8.1 be approved and item 8.2 be approved and referred onto the Financial and Administrative Committee. The motion carried by the following vote:

Aye: 7 - Chair Durkin, Vice Chair Pedersen, Member Clark, Member Maine, Member Vealitzek, Member Wasik and Member Wilke

DIVISION OF TRANSPORTATION

8.2 [21-0144](#)

Joint resolution authorizing a contract with USIC Locating Services, LLC, Lombard, Illinois, in the amount of \$140,000 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 appropriating \$200,000 of ¼% Sales Tax for Transportation funds.

Attachments: [21-0144 Vendor Disclosure Statement - USIC](#)
[21-0144 Award Information JULIE Locates](#)
[21-0144 Bid Tab - JULIE Locates](#)

A motion was made by Member Clark, seconded by Member Wasik, that Consent Agenda item 8.1 be approved and item 8.2 be approved and referred onto the Financial and Administrative Committee. The motion carried by the following vote:

Aye: 7 - Chair Durkin, Vice Chair Pedersen, Member Clark, Member Maine, Member Vealitzek, Member Wasik and Member Wilke

REGULAR AGENDA

DIVISION OF TRANSPORTATION

8.3 [21-0142](#)

Resolution renaming an existing roadway in the area commonly known as Hickory Knoll Subdivision in unincorporated West Deerfield Township.

Attachments: [21-0142 Location Map - West Deerfield Township \(Montgomery Road\)](#)

Shane Schneider, Division of Transportation (DOT) Director, introduced this item to rename the road, which is led by the Chief County Assessment Office (CCAO) and GIS.

Member Maine said she had not received any updates on this. Discussion ensued, including the suggestion to table the item to the next Committee meeting.

Keith Caldwell, CCAO, said the renaming of Montgomery Road to Montgomery Drive is part of a dual addressing project. Residents were notified of the road change in spring 2020. DOT is assisting by replacing street signs. Discussion ensued. After background was provided, the Committee proceeded to take a roll call vote to approve this item.

A motion was made that this item be tabled. The motion carried by the following vote:

Aye: 7 - Chair Durkin, Vice Chair Pedersen, Member Clark, Member Maine, Member Vealitzek, Member Wasik and Member Wilke

8.4 [21-0143](#)

Joint committee action item approving Change Order Number Seven in the amount of \$6,712.75 for additions to the Hutchins Road Bridge construction contract.

Attachments: [21-0143 Committee Action Memo.pdf](#)

[21-0143 Hutchins Bridge CO#7 17-00275-02-BR](#)

[21-0143 Location Map - Hutchins Road \(Bridge over Mill Creek\)](#)

[21-0143 Vendor Disclosure Statement - Lorig](#)

Shane Schneider, Division of Transportation, presented this item to approve a change order for the Hutchins Road Bridge construction project. The total, including the change order, fell below the funds appropriated for the project. Discussion ensued.

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

Aye: 7 - Chair Durkin, Vice Chair Pedersen, Member Clark, Member Maine, Member Vealitzek, Member Wasik and Member Wilke

8.5 [21-0051](#)

Director's Report - Transportation.

Shane Schneider, Division of Transportation Director, said the department launched a new virtual public meeting forum for the Arlington Heights Road project. The public can get an overview of the project, view exhibits, and use an interactive GIS map to make comments on individual components of the project. He said this may be a tool that they use beyond the current meeting restrictions and have built a platform other departments can utilize too.

PLANNING BUILDING AND DEVELOPMENT

8.6 [21-0155](#)

Discussion on proposed text amendments to Chapter 151 of the Lake County Code of Ordinances and the associated text amendment review process relating to the regulation of unincorporated adult-use cannabis businesses.

Attachments: [Jan 27 Cannabis Regulations Overview](#)
[Draft Text Amendments Resolution](#)
[Exhibit A \(Adult Use Cannabis Draft Ordinance\)](#)

Eric Waggoner, Planning Building and Development (PBD) Director, said at a previous Committee of the Whole meeting, the County Board gave staff direction to initiate the process to review zoning amendments allowing the regulation of adult-use cannabis businesses in unincorporated Lake County.

Krista Braun, PBD, said per state statute, local governments can enact reasonable regulations related to the zoning of adult-use cannabis establishments. She gave the Committee an overview of the licensing process and the proposed draft amendments to the Lake County, Illinois Code of Ordinances. Tom Chefalo, PBD, also demonstrated a buffering tool to identify potential sites within the county. Discussion ensued.

Ms. Braun also reviewed the proposed timeline. After significant discussion, the Committee provided consensus to bring to the Committee's February 3 meeting a resolution to authorize the Zoning Board of Appeals to conduct a public hearing on the proposed text amendments.

This matter was discussed

8.7 [21-0052](#)

Director's Report - Planning Building and Development.

Eric Waggoner, Planning Building and Development Director, said the Committee will be presenting the resolution to conduct a public hearing on proposed text amendments related to the regulation of unincorporated adult-use cannabis businesses at its February 3 meeting.

PUBLIC WORKS

8.8 [21-0053](#)

Director's Report - Public Works.

Joel Sensenig, Public Works Assistant Director, had nothing to report.

9. Directors' Reports

10. County Administrator's Report

10.1 [21-0175](#)

Discussion on Interim Positions.

Gary Gibson, County Administrator, spoke about the County's process to fill the Public Works director position that Austin McFarlane has held since March 2020. There is potential legislation that may change State statute and may remove the requirement that the director or superintendent for a public works department be a licensed professional engineer. The County has decided to hold the recruitment process to see what develops with this legislation and will bring further information back to the Committee. Discussion ensued.

This matter was discussed

11. Executive Session

12. Members' Remarks

There were no remarks by members.

13. Adjournment

Chair Durkin called the meeting to be adjourned at 9:44 a.m.

Next Meeting: February 3, 2021

Meeting minutes prepared by Abby Scaff.

Respectfully submitted,

Chair