

# Lake County Illinois

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



## Meeting Minutes - Final

**Wednesday, December 3, 2025**

**8:30 AM**

**Assembly Room, 10th Floor or register for remote attendance at:**  
[\*\*https://bit.ly/4854ttf\*\*](https://bit.ly/4854ttf)

**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

*\*Electronic Attendance: Vice Chair Maine, for employment reasons*

*Other Attendees*

*In Person:*

*Kevin Carrier, Division of Transportation  
Jon Nelson, Division of Transportation  
Mike Klemens, Division of Transportation  
Shane Schneider, Division of Transportation  
Patrice Sutton, County Administrator's Office  
RuthAnne Hall, County Administrator's Office  
Matt Meyers, County Administrator's Office  
Lacey Simpson, County Administrator's Office  
Theresa Glatzhofer, County Board Office  
Chris Anderson-Sell, Communications  
Ed Gallagher, Pace*

*Electronically:*

*Sandy Hart, County Board Chair  
Jolanda Dinkins, County Board Office  
Zach Braun, RTA  
Austin McFarlane, Public Works  
Mary Crain, Division of Transportation  
Carrie Dickson, Division of Transportation  
Ken Kawamura, Public  
John Sobotik, Public  
Emily Karry, Public Works  
Julian Rozwadowski, Division of Transportation  
Yvette Albarran, Purchasing  
Angel Montero, Division of Transportation  
Christine Sher, Stormwater Management  
Abby Krakow, Communications  
Mick Zawislak, Daily Herald  
Eric Waggoner, Planning, Building and Development*

*Taylor Gendel, Planning, Building and Development  
Sonia Hernandez, County Administrator's Office  
Brea Barnes, Finance  
Matt Finstein, Purchasing  
Rithvika Dara, Division of Transportation  
Michael Wheeler, Finance*

**4. Addenda to the Agenda**

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

**5. Public Comment**

*Public comment was made by:*

*John Sobotik*

**6. Chair's Remarks**

*There were no remarks from the Chair.*

**7. Unfinished Business**

**7.1 25-1400**

Joint resolution authorizing the first amendment to the Amended and Restated Agreement for Retail Sanitary Sewer Service between Lake County and the Village of Hawthorn Woods.

**Attachments:** [2025.07 - Revised 23132 Kemper Ridge - Preliminary Site Plan Exhibit TA](#)

[25-1400 1st Amendment to Amended and Restated Agreement Hawthorn](#)

[25-1400 Hawthorn Woods Retail Service Area](#)

[25-1400 Kemper Ridge CP Analysis Final 7-22-25](#)

*Matt Meyers, Deputy County Administrator, explained that there is a component of the agreement for retail sanitary sewer service that County staff is still working on with the Village of Hawthorn Woods. Deputy County Administrator Meyers noted that staff recommends postponing this item again.*

**A motion was made by Member Hunter, seconded by Member Casbon, that this resolution be postponed to the January 7, 2026, Public Works and Transportation Committee meeting. 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. New Business**

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

**\*MINUTES\***

**8.1 25-1515**

Committee action approving the Public Works and Transportation Committee Joint Budget Hearing minutes from October 22, 2025.

Attachments: [PWT Budget Hearing 10.22.25 Final Minutes](#)

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

**8.2 [25-1516](#)**

Committee action approving the Public Works and Transportation Committee minutes from November 5, 2025.

Attachments: [PWT 11.5.25 Final Minutes](#)

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

**REGULAR AGENDA**

**\*REGIONAL TRANSPORTATION AUTHORITY\***

**8.3 [25-1532](#)**

Regional Transportation Authority (RTA) Quarterly Update.

*Zach Braun, Government Affairs Associate, Regional Transportation Authority (RTA), provided an RTA quarterly update. Discussion ensued.*

**\*DIVISION OF TRANSPORTATION\***

**8.4 [25-1551](#)**

Joint resolution authorizing an agreement with the Villages of Antioch, Buffalo Grove, Grayslake, Lake Villa, Libertyville, Mundelein, Round Lake Beach, Vernon Hills, and Wheeling for the recertification of the Quiet Zone along the Canadian National (CN) Railroad line from the Wisconsin border to, but not through, the Village of Prospect Heights, Illinois, and appropriating \$27,000 of 1/4% Sales Tax for Transportation funds.

Attachments: [25-1551 Canadian National Railroad Quiet Zone Recertification Agreement](#)  
[25-1551 Location Map, CN RR Quiet Zone](#)

*Shane Schneider, Division of Transportation (DOT) Director, explained that this item is for an agreement with the Villages of Antioch, Buffalo Grove, Grayslake, Lake Villa, Libertyville, Mundelein, Round Lake Beach, Vernon Hills and Wheeling for the recertification of the Quiet Zone along the Canadian National (CN) Railroad line, from the Wisconsin border to the Village of Prospect Heights. Discussion ensued.*

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

**8.5 25-1552**

Ordinance authorizing the acceptance of a temporary easement and authorizing a temporary easement agreement with the Lake County Forest Preserve District (District) necessary for the Deerfield Road improvements, from Illinois Route 21/United States Route 45 to Saunders Road.

**Attachments:** [25-1552 Deerfield Road Improvements \(IL21 to Saunders Road\) LCFPD](#) |  
[25-1552 Location Map, Deerfield Rd - IL 21 to Saunders Rd LCFPD Ease](#)

*Shane Schneider, Division of Transportation (DOT) Director, explained that this item is to authorize and accept a temporary easement agreement with the Lake County Forest Preserve District from Illinois Route 21/United States Route 45 to Saunders Road, for improvements to Deerfield Road. Discussion ensued.*

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

**8.6 25-1553**

Joint resolution authorizing a contract with Home Towne Electric, Inc., Lake Villa, Illinois, in the amount of \$999,998.50 for the installation of Intelligent Transportation System (ITS) PASSAGE Field Elements along various routes in Lake County, and appropriating \$1,200,000 of ¼% Sales Tax for Transportation funds.

**Attachments:** [25-1553 Bid Tabulation - 2024 ITS PASSAGE Field Elements 2025-11-11](#)  
[25-1553 Bid Justification Letter - 2024 ITS PASSAGE](#)  
[25-1553 Vendor Disclosure - Home Towne, Passage](#)  
[25-1553 Location Map, 2024 ITS PASSAGE Field Elements](#)

*Shane Schneider, Division of Transportation (DOT) Director, explained that this item is for a contract for the installation of Intelligent Transportation System (ITS) PASSAGE Field Elements along various routes in Lake County. 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 Casbon, Chair Clark, Member Hewitt, Member Hunter, Vice Chair Maine, Member Roberts and Member Wasik

**8.7 25-1554**

Joint resolution authorizing a contract with Home Towne Electric, Inc., Lake Villa, Illinois, in the amount of \$2,560,475.20 for the traffic signal installation at the

intersections of Sunset Avenue at Northern Avenue and Deerfield Parkway at Barclay Boulevard and appropriating \$3,073,000 of Matching Tax funds.

**Attachments:** [25-1554 Bid Tabulation - Sunset Avenue at Northern Avenue and Deerfield Parkway](#)  
[25-1554 Vendor Disclosure - Home Towne, Signals](#)  
[25-1554 Location Map, Sunset Avenue at Northern Avenue & Deerfield Parkway](#)  
[25-1554 Location Map, Sunset Avenue at Northern Avenue Signalization](#)  
[25-1554 Location Map, Deerfield Parkway at Barclay Boulevard Signalization](#)

*Shane Schneider, Division of Transportation (DOT) Director, explained that this item is for a contract for the traffic signal installation at the intersections of Sunset Avenue at Northern Avenue and Deerfield Parkway at Barclay Boulevard.*

**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

**8.8 [25-1555](#)**

Joint resolution authorizing an application to the Illinois Department of Commerce and Economic Opportunity (DCEO), for a grant in the amount of \$518,000, to fund the construction of a bike path as part of the Hainesville Road improvements from Washington Street to Rollins Road.

**Attachments:** [25-1555 Hainesville Road Improvement \(Washington Street to Rollins Road\)](#)  
[25-1555 Location Map, Hainesville Road Improvements \(Washington Street to Rollins Road\)](#)

*Shane Schneider, Division of Transportation (DOT) Director, explained that this item is to authorize an application to the Illinois Department of Commerce and Economic Opportunity (DCEO) for a grant to fund the construction of a bike path as part of the Hainesville Road improvements from Washington Street to Rollins Road. Discussion ensued.*

**A motion was made by Member Wasik, 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

**8.9 [25-1556](#)**

Joint resolution appropriating a supplemental amount of \$35,000 of Matching Tax funds and approving Change Order Number Two in the amount of \$82,601.17 for additional construction work for concrete patching on various county highways.

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**Attachments:** [25-1556 2025 Concrete Patching Supplement](#)  
[25-1556 2025 Concrete Patching Change Order Summary](#)  
[25-1556 Vendor Disclosure Statement - Schroeder & Schroeder](#)

*Shane Schneider, Division of Transportation (DOT) Director, explained that this item is for Change Order Number Two for additional Construction work for concrete patching on various county highways. Discussion ensued.*

**A motion was made by Member Casbon, 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

**8.10 [25-1557](#)**

Joint resolution authorizing an agreement with Pace Suburban Bus Division of the Regional Transportation Authority (Pace) providing terms and conditions for the operation of the Ride Lake County paratransit service as a borderless, countywide service for 2026 and appropriating \$1,000,000 of ¼% Sales Tax for Transportation Funds.

**Attachments:** [25-1557 2026 Ride Lake County Pace Operating Agreement](#)  
[25-1557 Location Map, 2026 Ride Lake County Pace Agreement](#)

*Shane Schneider, Division of Transportation (DOT) Director, explained that this item is for an agreement with the Pace Suburban Bus Division of the Regional Transportation Authority (Pace) for the operation of the Ride Lake County paratransit service for 2026. 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 Casbon, Chair Clark, Member Hewitt, Member Hunter, Vice Chair Maine, Member Roberts and Member Wasik

**8.11 [25-1558](#)**

Joint resolution authorizing an agreement with Baxter & Woodman, Inc. of Bannockburn, Illinois, to provide Phase III construction engineering services for improvements at the intersection of Washington Street and Illinois Route 21, at a maximum cost of \$332,345, and appropriating \$400,000 of ¼% Sales Tax for Transportation funds.

**Attachments:** [25-1558 Washington Street at IL 21 Phase III Consultant Agreement](#)  
[25-1558 Vendor Disclosure - Baxter & Woodman](#)  
[25-1558 Location Map, Washington Street at IL Route 21](#)

*Shane Schneider, Division of Transportation (DOT) Director, explained that this item is for*

*an agreement to provide Phase III construction and engineering services for improvements at the intersection of Washington Street and Illinois Route 21. Discussion ensued.*

**A motion was made by Member Casbon, 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

**8.12 25-1559**

Joint resolution authorizing an agreement with Parsons Transportation Group, Inc., Chicago, Illinois, to provide Phase I professional engineering services for the replacement of the Deerfield Road bridge over the Middle Fork North Branch Chicago River, at a maximum cost of \$937,165 and, appropriating \$1,125,000 of County Option Motor Fuel Tax funds.

**Attachments:** [25-1559 Deerfield Road Bridge Phase I Consultant Agreement](#)  
[25-1559 Vendor Disclosure - Parsons](#)  
[25-1559 Location Map, Deerfield Road Bridge over Middle Fork North Branch Chicago River](#)

*Shane Schneider, Division of Transportation (DOT) Director, explained that this item is for an agreement to provide Phase I professional engineering services for the replacement of the Deerfield Road bridge over the Middle Fork North Branch Chicago River.*

**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

**8.13 25-1560**

Joint resolution authorizing an agreement with Horner & Shifrin, Inc., Chicago, Illinois, for Phase II professional engineering services for the resurfacing of Hutchins Road, from Illinois Route 132 to Stearns School Road, and Stearns School Road, from United States Route 45 to Hutchins Road, at a maximum cost of \$510,242, and appropriating \$613,000 of Matching Tax funds.

**Attachments:** [25-1560 Hutchins Road and Stearns School Rd Phase II Consultant Agreement](#)  
[25-1560 Vendor Disclosure - Horner & Shifrin](#)  
[25-1560 Location Map, Hutchins Road and Stearns School Resurfacing](#)

*Shane Schneider, Division of Transportation (DOT) Director, explained that this item is for Phase II professional engineering services for the resurfacing of Hutchins Road, from Illinois Route 132 to Stearns School Road, and Stearns School Road, from United States Route 45 to Hutchins Road. 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:** 7 - Member Casbon, Chair Clark, Member Hewitt, Member Hunter, Vice Chair Maine, Member Roberts and Member Wasik

**8.14 25-1561**

Joint resolution authorizing an agreement with HDR Engineering, Inc., Rosemont, Illinois, to provide Phase I professional engineering services for improvements along Fairfield Road, from Gilmer Road to Illinois Route 60, at a maximum cost of \$2,689,513, and appropriating \$3,228,000 of the County Option Motor Fuel Tax funds.

**Attachments:** [25-1561\\_Fairfield Road Improvements \(Gilmer to IL 60\) Phase I Consultation](#)  
[25-1561\\_Vendor Disclosure Statement - HDR](#)  
[25-1561\\_Location Map, Fairfield Road \(Gilmer Road to IL Route 60\)](#)

*Shane Schneider, Division of Transportation (DOT) Director, explained that this item is for Phase I professional engineering services for improvements along Fairfield Road, from Gilmer Road to Illinois Route 60. Discussion ensued.*

*Vice Chair Maine left the meeting at 9:09 a.m.*

**A motion was made by Member Hunter, 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

**8.15 25-1562**

Presentation on the long-range transportation plan update, Envision 2050.

**Attachments:** [25-1562 Envision 2050 PWT Presentation 12.3.25](#)

*Shane Schneider, Division of Transportation (DOT) Director introduced Mike Klemens, Manager of Transportation Planning, DOT, and Kevin Carrier, Assistant County Engineer, DOT, who provided a presentation regarding the long-range transportation plan update, Envision 2050. Discussion ensued.*

*The Committee provided feedback regarding the draft vision statement for the long-range transportation plan.*

**8.16 25-0022**

Director's Report - Division of Transportation.

*Shane Schneider, Division of Transportation (DOT) Director, provided updates pertaining to the 2025 edition of the County's Highways and Bikeways map. Director Schneider also provided an update related to the Lake County PASSAGE website and phone application. Discussion ensued.*

**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 9:58 a.m.*

**Next Meeting: January 7, 2026**

*Meeting minutes prepared by Theresa Glatzhofer.*