

# Lake County Illinois

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



## **Meeting Minutes - Final**

**Wednesday, August 2, 2017**

**8:30 AM**

**Assembly Room, 10th Floor**

**Public Works and Transportation Committee**

1. **Call to Order**

*Chair Maine called the meeting to order at 8:00 a.m.*

**Present** 7 - Chair Maine, Member Durkin, Member Mathias, Member Pedersen, Member Taylor, Member Werfel and Member Wilke

**Absent** 2 - Vice Chair Hewitt and Member Danforth

*Others present:*

*Paul Frank, County Board Member*

*Yvette Albarran, Purchasing*

*Anthony Cooling, Finance and Administrative Services*

*Barry Burton, County Administrator*

*Matt Emde, Division of Transportation*

*Paul Fetherston, Assistant County Administrator*

*Al Giertych, Division of Transportation*

*Gary Gordon, Finance and Administrative Services*

*Doretha Jonson, Division of Transportation*

*Larry Mackey, Health Department*

*Amy McEwan, Deputy County Administrator*

*Matt Meyers, Planning, Building and Development*

*Anita Patel, Planning, Building and Development*

*Phil Perna, Public Works*

*Blanca Vela Schneider, County Board Office*

*Eric Waggoner, Planning, Building and Development*

*Dakisha Wesley, Assistant County Administrator*

*Gloria Westphal, Health Department*

2. **Pledge of Allegiance**

*Member Wilke led the Pledge of Allegiance.*

3. **Approval of Minutes**

3.1 [17-0829](#)

Minutes from June 28, 2017.

**A motion was made by Member Mathias, seconded by Member Werfel, to approve the meeting minutes. Motion carried by voice vote.**

**Aye:** 7 - Chair Maine, Member Durkin, Member Mathias, Member Pedersen, Member Taylor, Member Werfel and Member Wilke

**Absent:** 2 - Vice Chair Hewitt and Member Danforth

4. **Addenda to the Agenda**

*There were no items added to the agenda.*

5. **Public Comment**

*There were no comments from the public.*

6. **Chairman's Remarks**

*Chair Maine and Member Taylor thanked staff for their extraordinary response during the recent floods.*

7. **Old Business**

*There was no old business to conduct.*

8. **New Business**

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

**DIVISION OF TRANSPORTATION**

8.1 **17-0809**

Joint resolution authorizing a contract with Peter Baker and Son Company, Lake Bluff, Illinois, in the amount of \$32,409.69 for the Hot-Mix Asphalt (HMA) surface removal, patching and construction of HMA Leveling Binder and Surface Course Lifts on 11th Street in the Benton Township Road District, which will be improved under the Illinois Highway Code for a total of .11 miles, and designated as Section 17-03114-00-GM.

**A motion was made by Member Pedersen, seconded by Member Durkin, that the consent agenda items 8.1 through 8.3 be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.**

8.2 **17-0817**

Joint resolution authorizing an agreement for professional engineering services with Infrastructure Management Services (IMS), Rolling Meadows, Illinois, at a maximum cost of \$80,000, for the annual pavement testing services and associated components, appropriating \$100,000 of Matching Tax funds, and designated as Section 17-00219-00-ES.

**A motion was made by Member Pedersen, seconded by Member Durkin, that the consent agenda items 8.1 through 8.3 be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.**

8.3 **17-0819**

Joint resolution appropriating \$716,400 of Motor Fuel Tax funds for the purpose of maintaining streets and highways, including utility services, under the applicable Illinois Highway Code, from December 1, 2017 to November 30, 2018, and \$100,000 of Matching Tax funds for deicing materials, and designated as Section 18-00000-00-GM.

**A motion was made by Member Pedersen, seconded by Member Durkin, that the consent agenda items 8.1 through 8.3 be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.**

**REGULAR AGENDA**

**PUBLIC WORKS**

8.4 **17-0834**

Joint resolution authorizing a five-year lease agreement, with two successive five-year renewal options, with Verizon Wireless of Basking Ridge, New Jersey, to maintain telecommunications equipment on the Lake County Water Tower at 30109 North Park Lane Green Oaks, Illinois.

*Chair Maine reported the County is replacing the Countryside Manor water tower. Verizon Wireless is requesting to install, maintain, and operate its telecommunication equipment and antennas at the new tower. This agreement is for a five year period, with two optional five year renewal periods. Phil Perna of Public Works noted the antenna will be on top of the tower but Verizon's equipment will be installed on the ground, adjacent to the water tower. Mr. Perna, upon Chair Maine's inquiry, reported the water tower is 35 feet taller than the one that had been removed. Discussion ensued.*

**A motion was made by Member Werfel, seconded by Member Wilke, that this resolution be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.**

**Aye:** 7 - Chair Maine, Member Durkin, Member Mathias, Member Pedersen, Member Taylor, Member Werfel and Member Wilke

**Absent:** 2 - Vice Chair Hewitt and Member Danforth

**8.5 [17-0839](#)**

Joint resolution authorizing a contract with Menoni and Mocogni, Inc., Highland Park, Illinois, for the purchase of sand, gravel, stone, and spoil removal services in an estimated amount of \$226,765.

*Phil Perna of Public Works reported the materials will be used by Public Works, Division of Transportation, and the Villages of Mundelein, Lake Zurich, and Lincolnshire. The materials will be used for water main breaks, roads, and emergency repairs. Discussion ensued.*

**A motion was made that this item be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.**

**Aye:** 7 - Chair Maine, Member Durkin, Member Mathias, Member Pedersen, Member Taylor, Member Werfel and Member Wilke

**Absent:** 2 - Vice Chair Hewitt and Member Danforth

**8.6 [17-0795](#)**

Joint resolution authorizing the waiver of flood repair-related permit fees and the reduction of septage disposal fees.

*Planning, Building, and Development Director Eric Waggoner and Matt Meyers of Planning, Building and Development presented. Mr. Waggoner reported the recent flooding has affected many homeowners who now must make repairs to their home. In 2013, the County waived fees for flood-related repairs and reduced costs for septage disposal. It is being recommended that this occur again in order to encourage people to apply for permits and for the County to be aware of building activity. Phil Perna of Public Works reported the septage fee would be reduced from \$40 per 1,000 gallons to \$7 per 1,000 gallons for flood impacted homes to defray the costs to homeowners. Staff will know which property owners have been affected through aerial photography from the County's Geographic Information System (GIS) Department.*

**A motion was made that this item be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.**

**Aye:** 7 - Chair Maine, Member Durkin, Member Mathias, Member Pedersen, Member Taylor, Member Werfel and Member Wilke

**Absent:** 2 - Vice Chair Hewitt and Member Danforth

8.7 [17-0060](#)

Director's Report - Public Works.

*Phil Perna of Public Works reported the County will be sending a letter to North Shore Water Reclamation to dispute the effective date of the water rate increase. Staff was notified of the rate increase effective June 1, 2017, but NSWR billed the County's March through May's usage with the increase.*

**DIVISION OF TRANSPORTATION**

8.8 [17-0807](#)

Joint resolution authorizing a contract with Copenhaver Construction, Gilberts, Illinois, in the amount of \$297,159.36 for the Rollins Road at Wilson Boulevard drainage improvement, and designated as Section 15-00080-60-DR.

*Al Giertych of the Division of Transportation indicated that this will address a local drainage problem. The work is anticipated to take a few weeks to complete.*

**A motion was made that this item be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.**

**Aye:** 7 - Chair Maine, Member Durkin, Member Mathias, Member Pedersen, Member Taylor, Member Werfel and Member Wilke

**Absent:** 2 - Vice Chair Hewitt and Member Danforth

8.9 [17-0808](#)

Joint resolution authorizing a contract with Berger Excavating Contractors, Wauconda, Illinois, in the amount of \$6,137,676.24 for the Wilson Road at Nippersink Road roadway construction improvement, and designated as Section 03-00070-06-CH.

*Al Giertych of the Division of Transportation reported that the department received six bids, most of which were below the engineer's estimate. Upon inquiry from Member Durkin regarding whether a change order would be likely, Mr. Giertych indicated staff accounted for the challenging site in its estimate. However, there is always a possibility that change orders may be needed.*

**A motion was made by Member Wilke, seconded by Member Werfel, that this resolution be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.**

**Aye:** 7 - Chair Maine, Member Durkin, Member Mathias, Member Pedersen, Member Taylor, Member Werfel and Member Wilke

**Absent:** 2 - Vice Chair Hewitt and Member Danforth

8.10 [17-0810](#)

Joint resolution authorizing a contract with Peter Baker and Son Company, Lake Bluff, Illinois, in the amount of \$102,714.52 for resurfacing and patching in Newport Township Road District, and designated as Section 17-11112-00-GM.

**A motion was made by Member Taylor, seconded by Member Durkin, that this resolution be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.**

**Aye:** 7 - Chair Maine, Member Durkin, Member Mathias, Member Pedersen, Member Taylor, Member Werfel and Member Wilke

**Absent:** 2 - Vice Chair Hewitt and Member Danforth

**8.11 [17-0811](#)**

Joint resolution authorizing a contract with Semper Fi Land Services, Inc., Aurora, Illinois, in the amount of \$1,254,428.47 for the construction of the Buffalo Creek Wetland Mitigation Bank, and designated as Section 01-00000-00-ES.

*Chair Maine reported this has been a long awaited project. The County will acquire the license from Lake County Forest Preserve District to be used for future wetland mitigation credits. Discussion ensued.*

*Deputy County Administrator Amy McEwan noted that wetland mitigation proved to be beneficial during the recent flooding. Discussion ensued.*

**A motion was made by Member Mathias, seconded by Member Pedersen, that this resolution be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.**

**Aye:** 7 - Chair Maine, Member Durkin, Member Mathias, Member Pedersen, Member Taylor, Member Werfel and Member Wilke

**Absent:** 2 - Vice Chair Hewitt and Member Danforth

**8.12 [17-0835](#)**

Joint resolution authorizing an agreement for Phase III professional engineering services with Hey and Associates, Volo, Illinois, for the construction of a proposed wetland mitigation bank at the Buffalo Creek Forest Preserve at a maximum cost of services described as \$213,500, appropriating \$260,000 of County Bridge Tax funds for these engineering services, and designated as Section 01-00000-00-ES.

**A motion was made by Member Mathias, seconded by Member Werfel, that this resolution be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.**

**Aye:** 7 - Chair Maine, Member Durkin, Member Mathias, Member Pedersen, Member Taylor, Member Werfel and Member Wilke

**Absent:** 2 - Vice Chair Hewitt and Member Danforth

**8.13 [17-0836](#)**

Joint resolution authorizing an agreement with Hampton, Lenzini, and Renwick, Inc., Elgin, Illinois, at a cost of \$256,683.98, for Phase I preliminary engineering and Phase II design engineering services to repair or replace three culverts crossing at Hutchins Road at Mill Creek Road, appropriating \$310,000 of County Bridge Tax funds, and designated as Section 17-00275-02-BR.

**A motion was made by Member Pedersen, seconded by Member Durkin, that this**

**resolution be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.**

**Aye:** 7 - Chair Maine, Member Durkin, Member Mathias, Member Pedersen, Member Taylor, Member Werfel and Member Wilke

**Absent:** 2 - Vice Chair Hewitt and Member Danforth

**8.14 [17-0821](#)**

Joint resolution authorizing an agreement with the Lakes Region Sanitary District (LRSD) for the intersection improvement of Rollins Road at Wilson Boulevard, and designated as Section 15-00080-60-DR.

*Al Giertych of the Division of Transportation reported the intersection at Rollins Road and Wilson Boulevard will be improved to increase drainage capacity. A portion of the sanitary line belonging to Lakes Region Sanitary District (LRSD) must be relocated because it is within the area being improved. Lake County will relocate a portion of LRSD's sanitary sewer line and will be reimbursed for this work by LRSD.*

**A motion was made by Member Wilke, seconded by Member Werfel, that this resolution be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.**

**Aye:** 7 - Chair Maine, Member Durkin, Member Mathias, Member Pedersen, Member Taylor, Member Werfel and Member Wilke

**Absent:** 2 - Vice Chair Hewitt and Member Danforth

**8.15 [17-0822](#)**

Joint resolution authorizing an agreement with the Grant Township Road District for the intersection improvement of Wilson Road at Nippersink Road, and designated as Section 03-00070-06-CH.

*Chair Maine reported a path will be installed and trees planted on Nippersink road on behalf of Grant Township. Grant Township will reimburse the County for this service. Discussion ensued.*

**A motion was made by Member Pedersen, seconded by Member Werfel, that this resolution be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.**

**Aye:** 7 - Chair Maine, Member Durkin, Member Mathias, Member Pedersen, Member Taylor, Member Werfel and Member Wilke

**Absent:** 2 - Vice Chair Hewitt and Member Danforth

**8.16 [17-0814](#)**

Joint resolution authorizing a quitclaim deed in trust for conveying an excess parcel of County owned property located at 21st Street and Bethlehem Avenue, Zion, Illinois, to the Zion Park District.

**A motion was made by Member Durkin, seconded by Member Wilke, that this resolution be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.**

**Aye:** 7 - Chair Maine, Member Durkin, Member Mathias, Member Pedersen, Member Taylor, Member Werfel and Member Wilke

**Absent:** 2 - Vice Chair Hewitt and Member Danforth

**8.17 [17-0823](#)**

Joint resolution ratifying an emergency procurement contract with Lake County Grading, Libertyville, Illinois, in the amount of \$259,517.50 for contractual construction services required to replace the collapsed culvert under Gages Lake Road, between Hunt Club Road and Illinois Route 21, appropriating \$300,000 of County Bridge Tax funds, and designated as Section 17-00179-04-DR.

*Chair Maine reported on the collapse of a culvert on Gages Lake Road, which required the road to be closed. Due to the emergency nature of the situation, Division of Transportation's Acting Director Al Giertych declared an emergency situation, and certified an emergency procurement to replace the collapsed culvert. The culvert has since been replaced and the road is now open.*

**A motion was made that this item be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.**

**Aye:** 7 - Chair Maine, Member Durkin, Member Mathias, Member Pedersen, Member Taylor, Member Werfel and Member Wilke

**Absent:** 2 - Vice Chair Hewitt and Member Danforth

**8.18 [17-0029](#)**

Director's Report - Transportation.

*Al Giertych of the Division of Transportation reported that an emergency situation has been declared on Center Street. A sizeable hole, adjacent to a culvert, was discovered under the pavement of the road. This culvert was scheduled for replacement in 2018, but must be fixed immediately. The culvert is more substantial in than the one recently replaced on Gages Lake Road. The same contractor who replaced the culvert on Gages Lake Road has been hired to do the work. The replacement pipe has been ordered but will take some time to be fabricated. The work, which also includes the construction of a retaining wall, requires a road closure of up to two weeks.*

*Mr. Giertych reported communication was vital in the department's emergency flood response. Staff provided updates through email and social media. Additionally, staff was able to utilize County's PASSAGE system to view real time traffic flow to adjust traffic signals and close roads. The PASSAGE mobile application was also able to tell users which roads were closed due to flooding.*

*Mr. Giertych reported the Five Year Highway Improvement Plan is now available.*

*Mr. Giertych announced public hearing meetings for the Cedar Lake Road realignment project on August 9, 2017 from 5:00 - 7:00 p.m. at the Village of Round Lake's Public Works building, and the Fremont Center Road and IL Route 60 Project on August 22, 2017 from 5:00 p.m. to 7:00 p.m. at the Fremont Intermediate School Gym.*

*The Illinois Department of Transportation (IDOT) letting on August 4, 2017 includes IL 137 and Amstutz Project to remove the bridge and to regrade the road and the IL 83, from Highland to Frederick Roads, for the installation of a traffic signal and sidewalk.*

*IDOT will begin construction for the US Route 45, from Rollins Road to Dada Road Project, for an interconnection improvement and signal retiming, and three resurfacing projects on IL Route 131, IL Route 132 (Grand Avenue), and IL Route 137.*

**9. Executive Session**

*The Committee did not enter into Executive Session.*

**10. County Administrator's Report**

*County Administrator Barry Burton reported Shane Schneider has been selected to fill the vacant Director of Transportation position. He begins on August 21, 2017 along with Rodney Worden, the new Public Works Director. An open house will be held to introduce both to the County Board Members, department heads, and municipal leaders. More information will be provided at a later date.*

**10.1 [17-0804](#)**

Land Team Progress Report.

*Matt Meyers and Anita Patel of Planning, Building and Development (PBD), Larry Mackey and Gloria Westphal of the Health Department (HD), and Matt Edme of the Division of Transportation (DOT) provided a Land Team progress report.*

*Mr. Meyers reported the Land Team was created to promote a unified approach to optimizing the administration of land use, development, and environmental preservation. The group focused on integration and shared services, collaborative permitting, operational efficiencies, regulatory consistency, and enhanced customer service. Four projects initiated by the group include the integration of PBD and Public Works (PW) permits, fast tracking the permit process, improving signage at the Libertyville Campus, and streamlining the administrative processes.*

*Mr. Meyers reported PW permits have been transitioned over to PBD, resulting in an increase of 140 to 150 permits per year. This new process has been posted on the County website. Ms. Westphal reported an additional 21 permits have been moved to fast-track permitting. This has resulted in improved efficiencies and a cost savings of \$25,195 and 634 work hours.*

*Mr. Meyers reviewed the enhanced signage that will be considered for budget approval to help customers quickly navigate through the campus. Signage proposed includes street numbers on buildings, site identity signs, and site directional signs. Inconsistent, outdated, and acronym only signage are proposed for removal.*

*Ms. Patel reported on streamlined administrative processes. The phone system has been moved to an automated attendant to allow customers to quickly navigate through the phone tree, four vacant positions (through accelerated retirement option program) have been eliminated resulting in a savings of \$305,000, and those duties have been*

*restructured and redistributed to existing personnel. Mr. Mackey reported staff will be gradually shifting its standardized business hours at the Libertyville campus, with permits and receivables being taken in during the hours of 8:00 a.m. to 4:00 p.m. It was noted staff would not turn people away if they came in before or after these hours, but that the front desk would not be staffed.*

*Deputy County Administrator Amy McEwan indicated a further analysis will be conducted in 2018.*

**11. Members' Remarks**

*Member Pedersen inquired how residents can dispose of their sandbags from the recent flood. Deputy County Administrator Amy McEwan reported waste haulers will remove the sandbags for a fee.*

*Member Taylor inquired about the judgement on the Rollins Road Project. Mr. Giertych reported that the Rollins Road Project was accelerated through an eminent domain process which allowed the County to take the needed land immediately to permit the construction, while the fair-market values was determined at a later date. The County's original offer of \$2,700,000 was rejected by the property owner. The jury awarded the property owner \$7,100,000 after a two-week trial. Members requested notification of these matters prior to them becoming public. Discussion ensued.*

**12. Adjournment**

*The meeting was adjourned at 9:48 a.m.*

**Chair Maine adjourned the meeting.**

**Next Meeting: August 30, 2017**

*Minutes prepared by Blanca Vela Schneider.*

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*Chairman*

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*Vice Chairman*

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*Public Works and Transportation Committee*