

# Lake County Illinois

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



## Meeting Minutes - Final

Wednesday, December 4, 2024

10:00 AM

Assembly Room, 10th Floor or register for remote attendance at  
<https://bit.ly/416Yu5c>

**Rules Committee**

**1. Call to Order**

*Chair Clark called the meeting to order at 10:00 a.m.*

**2. Pledge of Allegiance**

*Chair Clark led the Pledge of Allegiance.*

**3. Roll Call of Members**

**Present** 4 - Vice Chair Clark, Member Ross Cunningham, Member Pedersen and Chair Roberts

*Other Attendees*

*In Person:*

*Sandy Hart, County Board Chair*

*Marah Altenberg, Board Member*

*Carissa Casbon, Board Member*

*Patrice Sutton, County Administrator's Office*

*Matt Meyers, County Administrator's Office*

*RuthAnne Hall, County Administrator's Office*

*Tammy Chatman, Communications*

*Kevin Quinn, Communications*

*Kristy Cechini, County Board Office*

*Electronically:*

*Paul Frank, Board Member*

*Ann Maine, Board Member*

*Jessica Vealitzek, Board Member*

*Theresa Glatzhofer, County Board Office*

*Janna Philipp, County Administrator's Office*

*Jolanda Dinkins, County Board Office*

*Darcy Adcock, Human Resources*

*Melissa Gallagher, Finance*

*Karen Fox, State's Attorney's Office*

*Mary Crain, Division of Transportation*

*Carl Kirar, Facilities and Construction Services*

*Michael Wheeler, Finance*

*Abby Krakow, Communications*

*Terri Kath, Enterprise Information Technology*

*Elizabeth Brandon, County Administrator's Office*

*Krista Braun, Planning, Building, and Development*

*Chris Blanding, Enterprise Information Technology*

*Shane Schneider, Division of Transportation*

*Alex Carr, Communications*

*Kurt Woolford, Stormwater Management*

*Eric Waggoner, Planning, Building, and Development*

*Melanie Nelson, State's Attorney's Office*

*Brea Barnes, Finance*

*Mike Klemens, Division of Transportation*

*Heidie Hernandez, Enterprise Information Technology*

**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**

*Chair Clark provided a summary of the process for amending the County Board Rules of Order and Operational Procedures.*

**7. Unfinished Business**

*There was no unfinished business discussed.*

**8. New Business**

**CONSENT AGENDA (Items 8.1)**

**\*MINUTES\***

**8.1 24-1633**

Committee action approving the Rules Committee minutes from May 30, 2024.

**Attachments:** [Rules 5.30.24 Final Minutes](#)

**A motion was made by Vice Chair Ross Cunningham, seconded by Member Roberts, that these minutes be approved. The motion carried by the following voice vote:**

**Aye:** 7 - Vice Chair Clark, Member Ross Cunningham, Danforth, Hewitt, Member Pedersen, Chair Roberts and Wasik

**REGULAR AGENDA**

**8.2 24-1634**

Resolution adopting the new Lake County Board Rules of Order and Operational Procedures.

**Attachments:** [County Board Rules FINAL as APPROVED on 12-10-2024 \(24-1634\).pdf](#)  
[CLEAN - DRAFT RULES as Amended at the 12.4.24 Rules Committee Meeting](#)  
[REDLINE - DRAFT RULES as Amended at the 12.4.24 Rules Committee Meeting](#)  
[2025 Board Meeting Schedule - DRAFT](#)  
[2026 Board Meeting Schedule - DRAFT](#)

**A motion was made by Vice Chair Ross Cunningham, seconded by Member Hewitt, that this resolution be put on the table.**

*Matt Meyers, Deputy County Administrator, reviewed the proposed revisions in the Rules*

*of Order and Operational Procedures with the Committee. Discussion ensued.*

*Member Pedersen left the meeting at 1:43 p.m.*

**A motion was made by Member Roberts, seconded by Member Hewitt, that this resolution be approved and recommended, as amended, to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Vice Chair Clark, Member Ross Cunningham, Danforth, Hewitt, Chair Roberts and Wasik

**Not Present:** 1 - Member Pedersen

**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 1:49 p.m.*

**Next Meeting: TBD**

*Meeting minutes prepared by Kristy Cechini.*