

# Lake County Illinois

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



## **Meeting Minutes - Final**

**Wednesday, November 29, 2023**

**8:30 AM**

**Assembly Room, 10th Floor or register for remote attendance at  
<https://bit.ly/3ML5a0S>**

**Public Works and Transportation Committee**

**PUBLIC ATTENDANCE:** The public can attend Lake County Committee and Board meetings (two options):

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower (9th Floor, if necessary), 18 N. County Street, Waukegan, Illinois.
- (2) Remote attendance through an electronic conferencing application (register via the link on the front page of the agenda).

**RECORDING:** Meetings, to include Public Comment, will be recorded.

**PUBLIC COMMENT:**

Time is reserved near the beginning of the meeting for all Public Comment. At the Chair's discretion, Public Comment for an item(s) on the agenda may be presented during consideration of that specific item. Public Comment will proceed in the following order: (1) Public Comment by individuals in attendance and then (2) Public Comment by individuals attending remotely through an electronic conferencing application. Individuals 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](mailto:PublicComment@Lakecountyil.gov) or delivered to the County Board Office 18. N. County Street, Waukegan, Illinois, (10th floor)). Written comments will be circulated to the Members, but not read aloud.

Individuals providing Public Comment will provide the following information:

**Meeting:** Public Works and Transportation Committee (Subject line for written Public Comment)

**Topic or Agenda Item #:** (REQUIRED)

**Name:** (REQUIRED)

**Organization/Entity Represented:** (REQUIRED) ("Self" if representing self)

**Street Address, City, State:** (Optional)

**Phone Number:** (Optional)

**Email:** May be REQUIRED for remote attendance

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

*Member Hewitt entered the meeting at 8:34 a.m.*

*Other Attendees:*

*In Person:*

*Alex Carr, Communications*  
*Austin McFarlane, Public Works*  
*Bailey Wyatt, Communications*  
*Gary Gibson, County Administrator's Office*  
*Kendra Johnson, RTA*  
*Kevin Carrier, Division of Transportation*  
*Matt Meyers, County Administrator's Office*  
*Patrice Sutton, Finance*  
*Paul Frank, Board Member*  
*Sandy Hart, County Board Chair*  
*Shane Schneider, Division of Transportation*  
*Theresa Glatzhofer, County Board Office*  
*William Lachman, RTA*

*Electronically:*

*Brittany Sloan, Public Works*  
*Janna Philipp, County Administrator's Office*  
*Jessica Vealitzek, Board Member*  
*Joel Sensenig, Public Works*  
*John Light, Human Resources*  
*Jon Nelson, Division of Transportation*  
*Julian Rozwadowski, Division of Transportation*  
*Karen Fox, State's Attorney's Office*  
*Kristy Cechini, County Board Office*  
*Mary Crain, Division of Transportation*  
*Matt Emde, Division of Transportation*  
*Michael Wheeler, Finance*  
*Mick Zawislak, Daily Herald*  
*Mike Klemens, Division of Transportation*

*Nick Principali, Finance  
RuthAnne Hall, Purchasing  
Sonia Hernandez, County Administrator's Office*

**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 Chair remarks.*

**7. Unfinished Business**

*There was no unfinished business to discuss.*

**8. New Business**

**CONSENT AGENDA (Items 8.1 - 8.4)**

**\*MINUTES\***

**8.1 [23-1724](#)**

Committee action approving the Public Works and Transportation Committee minutes from November 1, 2023.

**Attachments:** [PWT 11.1.23 Final Minutes](#)

**A motion was made by Member Casbon, seconded by Member Campos, that these minutes be approved. The motion carried by the following voice vote:**

**Aye:** 6 - Member Campos, Member Casbon, Chair Clark, Member Hunter, Vice Chair Maine and Member Wasik

**Not Present:** 1 - Member Hewitt

**8.2 [23-1726](#)**

Committee action approving the Public Works and Transportation Committee minutes from November 8, 2023.

**Attachments:** [PWT 11.8.23 Final Minutes](#)

**A motion was made by Member Casbon, seconded by Member Campos, that these minutes be approved. The motion carried by the following voice vote:**

**Aye:** 6 - Member Campos, Member Casbon, Chair Clark, Member Hunter, Vice Chair Maine and Member Wasik

**Not Present:** 1 - Member Hewitt

**\*DIVISION OF TRANSPORTATION\***

**8.3 [23-1733](#)**

Joint resolution appropriating \$145,000 of ¼% Sales Tax for Transportation for

software services for the Lake County Division of Transportation's ProjectTracker system.

**Attachments:** [23-1733 Vendor Disclosure, EcoInteractive](#)

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

**Not Present:** 1 - Member Hewitt

**8.4 [23-1734](#)**

Joint resolution authorizing an agreement with ExeVision, Inc., South Jordan, Utah, for construction and materials management software and equipment for the Lake County Division of Transportation, at a maximum cost of \$158,918.04 and appropriating \$190,000 of ¼% Sales Tax for Transportation funds.

**Attachments:** [23-1734 Agreement, 2024 ExeVision Annual Appropriation](#)  
[23-1734 Vendor Disclosure, ExeVision](#)

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

**Not Present:** 1 - Member Hewitt

**REGULAR AGENDA**

**\*DIVISION OF TRANSPORTATION\***

**8.5 [23-1721](#)**

Regional Transportation Authority (RTA) 2024 Budget Presentation.

**Attachments:** [RTA Update for Lake County Nov. 29](#)

*Pat Carey and Kevin Bueso, Regional Transportation Authority (RTA), gave a presentation regarding the RTA's 2024 Budget.*

*Member Hewitt entered the meeting at 8:34 a.m.*

*Discussion ensued.*

**8.6 [23-1735](#)**

Joint resolution authorizing an agreement with Hampton, Lenzini, and Renwick, Inc., Elgin, Illinois, at a maximum cost of \$264,320, to complete a National Bridge Inventory System (NBIS) in-depth inspection of designated structures in Lake County, and

appropriating \$315,000 of County Bridge Tax funds.

**Attachments:** [23-1735 Consultant Agreement, 2024 Bridge Inspection](#)  
[23-1735 Vendor Disclosure, HLR](#)

*Shane Schneider, Division of Transportation (DOT) Director, explained that this agreement is to complete a National Bridge Inventory System (NBIS) inspection of certain structures in Lake County, per the Federal Highway Administration's bridge inspection requirements.*

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

**8.7 [23-1736](#)**

Joint resolution authorizing an agreement with the State of Illinois, Illinois Department of Transportation (IDOT), to use federal highway funds for construction and construction engineering for improvements of Wadsworth Road at Lewis Avenue, and appropriating \$768,000 of ¼% Sales Tax for Transportation funds.

**Attachments:** [23-1736 Wadsworth at Lewis IDOT Agreement Draft](#)  
[23-1736 Location Map, Wadsworth at Lewis](#)

*Shane Schneider, Division of Transportation (DOT) Director, explained that this agreement is for intersection modernization on Wadsworth Road at Lewis Avenue.*

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

**8.8 [23-1737](#)**

Ordinance requesting the conveyance of real estate from the Village of Beach Park and authorizing an agreement with the Village of Beach Park for improvements at the intersection of Wadsworth Road and Lewis Avenue.

**Attachments:** [23-1737 Wadsworth at Lewis Village Agreement Draft](#)  
[23-1737 Location Map, Wadsworth at Lewis](#)

*Shane Schneider, Division of Transportation (DOT) Director, explained that this ordinance is for the transfer of right-of-way land from the Village of Beach Park to Lake County for*

*improvements at the intersection of Wadsworth Road and Lewis Avenue.*

*Discussion ensued.*

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

**8.9 [23-0009](#)**

Director's Report - Division of Transportation.

*There was no Division of Transportation Director's report.*

**\*PUBLIC WORKS\***

**8.10 [23-1729](#)**

Joint resolution authorizing the execution of an Intergovernmental Agreement (IGA) for Retail Sanitary Sewage Service between Lake County and the Village of Deer Park.

**Attachments:** [23-1729 Village of Deer Park Signed IGA 10.19.23](#)

*Austin McFarlane, Director of Public Works, explained that this is an intergovernmental agreement between the Village of Deer Park and Lake County for the Village to secure retail sanitary sewer service for a new commercial development.*

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

**8.11 [23-1730](#)**

Joint resolution authorizing a contract with Kirschhoffer Truck Service, Inc., Zion, Illinois, for the purchase of sand, gravel, stone, and spoil removal services in an estimated amount of \$303,785.

**Attachments:** [23-1730 Sand and Gravel Bid](#)  
[23-1730 Sand and Gravel Bid Tab](#)  
[23-1730 Kirschhoffer Disclosure Form](#)

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

*Discussion ensued.*

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

8.12 [23-0008](#)

Director's Report - Public Works.

*There was no Public Works Director's report.*

9. **County Administrator's Report**

*There was no County Administrator's report.*

10. **Executive Session**

**A motion was made by Member Casbon, seconded by Member Hewitt, that the Committee go into executive session. The motion carried by the following roll call vote:**

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

10.1 [23-1596](#)

Executive Session to review closed session minutes pursuant to 5 ILCS 120/2 (c) (21).

*The Committee entered Executive Session at 9:58 a.m.*

10.1 [23-1597](#)

A

Committee action regarding periodic review of closed session minutes.

*Regular Session resumed at 10:11 a.m. Action was taken outside of Executive Session.*

**A motion was made by Member Wasik, seconded by Member Hunter, to accept and follow the State's Attorney's recommended guidelines. The motion carried by the following voice vote:**

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

10.1 [23-1760](#)

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Committee action approving the Public Works and Transportation Committee's Executive Session minutes from November 1, 2023.

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

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

11. **Member Remarks and Requests**

*There were no remarks from members.*

12. **Adjournment**

*Chair Clark declared the meeting adjourned at 10:13 a.m.*

**Next Meeting: December 6, 2023**

*Minutes prepared by Theresa Glatzhofer.*