

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.

Minutes were approved on October 10, 2025, by the Rules Committee.