

# Lake County Illinois

*Central Permit Facility  
500 W Winchester Road  
Libertyville, Illinois 60048*



## Meeting Minutes - Final

**Wednesday, March 6, 2019**

**8:30 AM**

**2nd Floor, Main Conference Room**

**Public Works, Planning & Transportation Committee**

**1. Call to Order**

*Chair Bill Durkin called meeting to order at 8:30 a.m.*

**Present** 9 - Chair Durkin, Vice Chair Pedersen, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

*Shane Schneider, Division of Transportation*

*Al Giertych, Division of Transportation*

*Patrice Sutton, Finance and Administrative Services*

*Ruthanne Hall, Finance and Administrative Services*

*Rodney Worden, Public Works*

*Betsy Duckert, Division of Transportation*

*Kelly Osborne, Public Works*

*Jon Nelson, Division of Transportation*

*Matt Meyers, Planning, Building, and Development*

*Krista Braun, Planning, Building, and Development*

*Brooke Hooker, Communications*

*Angela Panateri, Communications*

*Hannah Mulroy, Planning, Building, and Development*

*Eric Waggoner, Planning, Building, and Development*

*Steve Carlson, County Board*

*Amy McEwan, County Administrator's Office*

*Kevin Carrier, Division of Transportation*

*Joel Sensenig, Public Works*

*Mike Warner, Stormwater Management*

*John Nelson, Communications*

*Heidie Hernandez, County Board Office*

*Lillian Cooper Taggart, County Board Office*

*Sandy Hart, County Board*

**2. Pledge of Allegiance**

*Member Wasik led the Pledge of Allegiance.*

**3. Addenda to the Agenda**

*There were no items added to the agenda.*

**4. Public Comment**

*There were no public comments.*

**5. Chair's Remarks**

*Chair Durkin reminded those in attendance that microphones have been placed to enhance sound and to be mindful when speaking around the room.*

**6. Old Business**

*There was no old business.*

7. New Business

*There was no new business.*

**CONSENT AGENDA (Items 7.1 - 7.3)**

**Approval of Minutes**

7.1 [19-0409](#)

Minutes from November 7, 2018.

**Attachments:** [PBZ 11.7.18 Minutes Final](#)

**A motion was made by Member Pedersen, seconded by Member Maine, that the consent agenda item 7.1 be approved and items 7.2 and 7.3 be approved and referred to the Financial and Administrative Committee. Motion carried by voice vote.**

**Aye:** 9 - Chair Durkin, Vice Chair Pedersen, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

**DIVISION OF TRANSPORTATION**

7.2 [19-0379](#)

Joint resolution authorizing an agreement with the Antioch Township Road District for the replacement of two existing metal culverts damaged by the major flood event in July 2017, which carry the Dutch Gap Canal under Edwards Road.

**Attachments:** [19-0379 Antioch Township - Edwards Road Agreement draft](#)

**A motion was made by Member Pedersen, seconded by Member Maine, that the consent agenda item 7.1 be approved and items 7.2 and 7.3 be approved and referred to the Financial and Administrative Committee. Motion carried by voice vote.**

**Aye:** 9 - Chair Durkin, Vice Chair Pedersen, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

7.3 [19-0388](#)

Joint resolution appropriating \$10,000 of County Bridge Tax funds for the acquisition of necessary right-of-way, by agreement or condemnation, and other right-of-way costs associated with the improvement on Fairfield Road from Illinois Route 120 to Illinois Route 134.

**A motion was made by Member Pedersen, seconded by Member Maine, that the consent agenda item 7.1 be approved and items 7.2 and 7.3 be approved and referred to the Financial and Administrative Committee. Motion carried by voice vote.**

**Aye:** 9 - Chair Durkin, Vice Chair Pedersen, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

**REGULAR AGENDA  
DIVISION OF TRANSPORTATION**

**7.4 [19-0373](#)**

Joint resolution authorizing a Technical Services agreement with the Regional Transportation Authority (RTA) for federal funding for the Ride Lake County Central program and appropriating \$330,000 of ¼% Sales Tax for Transportation funds.

**Attachments:** [19-0373 RTA Ride Lake County Central TSA Agreement Draft](#)

*Division of Transportation Director Shane Schneider explained that the grant funding will be used to fund mobility options for seniors and individuals with disabilities. This grant is specific to Ride Lake County Central (Shields Township, Libertyville Township, Fremont Township, Village of Libertyville, Village of Mundelein) and expects the grant will last about two years.*

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

**Aye:** 9 - Chair Durkin, Vice Chair Pedersen, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

**7.5 [19-0387](#)**

Joint resolution authorizing an agreement with Engineering Resource Associates, Warrenville, Illinois, at a cost of \$224,995.20, for Phase I and II design engineering services to replace an existing triple cell culvert with a single span bridge structure on Hart Road at Flint Creek, appropriating \$270,000 of County Bridge Tax funds.

**Attachments:** [19-0387 Hart Road at Flint Creek Consultant Agreement Draft](#)

*Division of Transportation Director Shane Schneider presented and explained the need to replace a culvert at Hart Road. Staff identified several high-risk culverts along the highway system following the 2017 Flood. Staff is working with Barrington High School District and School District 220 to make sure the culvert design will take into consideration other proposed improvements in the area, and is expected to take two years.*

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

**Aye:** 9 - Chair Durkin, Vice Chair Pedersen, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

**7.6 [19-0315](#)**

Joint resolution authorizing a contract with Berger Excavating Contractors, Wauconda, Illinois, in the amount of \$736,224.89 for the intersection improvement of Old McHenry Road, at US Route 12, appropriating \$885,000 of ¼% Sales Tax for Transportation funds.

**Attachments:** [19-0315 Bid Tab, Old McHenry Road at US Route 12](#)

*Division of Transportation Director Shane Schneider presented a low bid contract award to Berger Excavating Contractors to complete safety and capacity improvements at the intersection of Route 12 and Old McHenry Road.*

*Discussion ensued.*

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

**Aye:** 9 - Chair Durkin, Vice Chair Pedersen, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

**7.7 [19-0386](#)**

Joint resolution approving Change Order Number One consisting of an increase of \$99,787.75, and appropriating a supplemental amount of \$110,000 of ¼% Sales Tax for Transportation funds for the Butterfield Road Adaptive Traffic Signal Control Study and Design.

**Attachments:** [19-0386 Butterfield Road Adaptive Traffic Signal Change Order Number \(](#)

*Division of Transportation Director Shane Schneider explained that the project was originally planned as an adaptive traffic signal and has since been modified based on new technology, flashing yellow. Upon request, CMAP agreed to provide funding to move forward the change in scope to incorporate both technologies.*

*Discussion ensued.*

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

**Aye:** 9 - Chair Durkin, Vice Chair Pedersen, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

**7.8 [19-0361](#)**

Joint resolution authorizing emergency appropriations in Fiscal Year (FY) 2019 for the Lake County Division of Transportation (LCDOT) capital and bond funds, for projects previously approved and for additional revenue.

**Attachments:** [19-0361 DOT Carryovers March 2019 Board](#)

*Division of Transportation Director Shane Schneider presented and explained that funding allocated in the previous fiscal years would need to be carried over into FY 2019 in order to meet financial obligations necessary for completing multi-year transportation projects.*

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

**Aye:** 9 - Chair Durkin, Vice Chair Pedersen, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

**7.9** [19-0389](#)

Presentation on the Highway Access and Use Ordinance.

**Attachments:** [19-0389 Presentation - Highway Access and Use Ordinance](#)

*Interim County Administrator Amy McEwan provided a brief synopsis of how the team worked cohesively with input from the local villages, staff and stakeholders to determine the best way to enhance the process and procedures regarding the highway access and use ordinance.*

*Betsy Duckert Division of Transportation stated that the current ordinance did not allow for any flexibility and could not be modified for the various developments proposed in Lake County. Ms. Duckert explained that the proposed ordinance is more accommodating and allows options that meet different needs of municipalities.*

**A presentation was provided.**

**7.10** [19-0001](#)

Director's Report - Transportation.

*Division of Transportation Director Shane Schneider stated that a public outreach on 2019 construction project will begin soon. These projects will begin in April and there are 30 construction projects with a little over 28 miles of improvements. Mr. Schneider shared that a map located on their website shows the proposed projects with the anticipated start and completion dates along with the anticipated impact on traffic. Staff will work with Communications to provide an update in board member newsletters for the projects located within their districts.*

**PUBLIC WORKS**

**7.11** [19-0396](#)

Joint resolution approving the sole source procurement with JWC Environmental in the amount of \$87,503.14 for repairs to the grinder pump at the Northeast Central (NEC) pump station and securing a new unit for the Des Plaines River Water Reclamation Facility (WRF).

**Attachments:** [19-0396 SE JWC Bid Package.PDF](#)  
[19-0396 JWC Dept. Bid Exemption Request.pdf](#)  
[19-0396 SE JWC Purchasing Award Information.pdf](#)

*Public Works Director Rodney Worden presented the item and reviewed in detail the processes and procedures regarding the grinder pump's function. JWC Environmental is acquainted with the grinder pump and the modifications to the facility operations.*

*Discussion ensued.*

**A motion was made by Member Wasik, seconded by Member Hewitt, that this**

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

**Aye:** 9 - Chair Durkin, Vice Chair Pedersen, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

**7.12 [19-0397](#)**

Joint resolution ratifying an emergency procurement with Joel Kennedy Construction of Chicago, Illinois, in the amount of \$98,900 for sewer pipe repair on Route 45 in the New Century Town sanitary sewer system.

**Attachments:** [19-0397 Joel Kennedy Emergency Procurement Bid - Rt. 45.pdf](#)

*Public Works Director Rodney Worden presented and stated that there were two significant failures that required emergency repair. He stated that this length of pipe that has experienced the failure is at the end of its service life. Due to the new Winchester House completion within the next year, it was determined that the funds would go toward the replacement of the full length of pipe.*

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

**Aye:** 9 - Chair Durkin, Vice Chair Pedersen, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

**7.13 [19-0401](#)**

Update on the draft Intergovernmental Agreement between Lake County and Lakes Region Sanitary District to merge operations leading to the District's dissolution.

**Attachments:** [19-0401 Lake County Restated Lakes Region Sanitary District \(LRSD\) Int](#)  
[19-0401 Lakes Region Sanitary District Dissolution timeline Feb 2019 LC E](#)

*Public Works Assistant Director Joel Sensenig provided an update on the progress of the Intergovernmental Agreement (IGA) and timeline for completing the merger. Mr. Sensenig provided detail regarding the merger and stated that the Department intends to request formal board approval of the IGA prior to the implementation.*

**A presentation was provided.**

**7.14 [19-0060](#)**

Director's Report - Public Works.

*Director of Public Works Rodney Worden provided a 2018 update for the Public Works Department. Kelly Osborne, Public Works, identified the process of gathering life cycle information regarding Public Works assets.*

**7.14 [19-0399](#)**

**A**

Presentation on the 2019 Action Plan.

**Attachments:** [19-0399 LCPW 2019 Workplan part 1.pdf](#)

*Public Works Director Rodney Worden provided the presentation on the Department's 2019 work plan.*

**A presentation was provided.**

**PLANNING, BUILDING AND DEVELOPMENT**

**7.15 [19-0059](#)**

Director's Report - Planning, Building and Development.

*There was no Director's Report of the Planning, Building and Development Department.*

**7.15 [19-0390](#)**

**A**

Planning, Building and Development Presentation of Department Overview - Part 2.

**Attachments:** [PBD Department Overview - Part 2](#)

*Planning Building and Development Director Eric Waggoner presented information related to the Department's enforcement programs, specifically the administrative adjudication program.*

*Matt Meyers, Planning, Building, and Development Deputy Director provided history related to the development of the program. Since program inception, the number of inspections per enforcement case completed to achieve compliance has decreased from six to two. The process is utilized to increase voluntary compliance, which is the more cost effective option.*

*Planning Building and Development Director, Eric Waggoner, expounded that administrative adjudication is not a one size fits all enforcement program, but it works well for minor cases with a high likelihood of compliance by the violator. There is a universe of cases that cannot be resolved through administrative adjudication but instead must be handled through the 19th Judicial Circuit Court.*

*Discussion ensued.*

**A presentation was provided.**

**8. Executive Session**

*There was no executive session.*

**9. County Administrator's Report**

*Amy McEwan, Interim County Administrator, introduced RuthAnne Hall, Finance and Administrative Services, to lead discussion on the Responsible Bidder Ordinance.*

**9.1 [19-0354](#)**

Discussion on Responsible Bidder Ordinance.



**Attachments:** [RBO memo](#)

[Appendix D BLR 12325.pdf](#)

[Appendix E Rules For Prequal of Contractors .pdf](#)

[Appendix F sample Purchasing Bid.pdf](#)

*RuthAnne Hall, Finance and Administrative Services Department, shared that the ordinance impacts Public Works and Division of Transportation projects and is meant to provide further assurance that the lowest responsive is also a responsible bidder.*

*Discussion ensued*

**This matter was discussed.**

**10. Members' Remarks**

*There were no members remarks.*

**11. Adjournment**

*Meeting adjourned at 11:00 a.m.*

**A motion was made by Member Wilke, seconded by Member Clark, to adjourn the meeting. The motion carried unanimously.**

**Aye:** 9 - Chair Durkin, Vice Chair Pedersen, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

**Next Meeting: April 3, 2019**

*Meeting minutes prepared by Lillian Cooper Taggart.*

*Respectfully submitted,*

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*Chairman*

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*Vice-Chairman*

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*Public Works, Planning & Transportation  
Committee*