

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, February 27, 2019

8:30 AM

2nd Floor, Main Conference Room

Public Works, Planning & Transportation Committee

1. Call to Order

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

Present 8 - Chair Durkin, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

Absent 1 - Vice Chair Pedersen

Others Present:

Julie Gray, Public Works

Kurt Woolford, Stormwater Management Commission

Patrice Sutton, Finance and Administrative Services

Tom Coronelli, Lake County Resident

Krista Braun, Planning, Building and Development

Brooke Hooker, Communications

Andrea Norwood, Public Works

Judy Martini, County Board Member

Sandy Hart, County Board Chair

Shane Schneider, Division of Transportation

George Sullivan, Lake County Resident

Rodney Worden, Public Works

Dave McDonnell, Burns and McDonnell

Hanna Mulroy, Planning, Building and Development

Brian Frank, Planning, Building and Development

Ahmad Merrit, Eight One Holdings, LLC

Shirley Jewel, Lake County Resident

Brad Denz, Planning, Building and Development

Amy McEwan, Interim County Administrator

Paul Fetherston, Assistant County Administrator

Heidie Hernandez, County Board Office

Lillian Cooper Taggart, County Board Office

Jeff Carlstone, Communications

Eric Waggoner, Planning, Building and Development

Matt Meyers, Planning, Building and Development

2. Pledge of Allegiance

Member Vealitzek led the Pledge of Allegiance.

3. Addenda to the Agenda

There were no items added to the agenda.

4. Public Comment

No public comment was provided.

5. Chair's Remarks

Chair Durkin reported that Vice Chair Pedersen is attending the Fox River Flood Control Commission Meeting and will not be in attendance today.

6. Old Business

There was no old business to conduct.

7. New Business

CONSENT AGENDA (7.1 - 7.8)

Approval of Minutes

7.1 [19-0324](#)

Minutes from October 3, 2018.

Attachments: [PWT 10.3.18 Minutes Final](#)

A motion was made by Member Clark, seconded by Member Wilke, that of the Consent Agenda, items 7.1 through 7.4 be approved, items 7.5 and 7.6 be recommended for adoption to the County Board Consent Agenda, and items 7.7 and 7.8 be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.

Aye: 8 - Chair Durkin, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

Absent: 1 - Vice Chair Pedersen

7.2 [19-0360](#)

Joint budget minutes from October 24, 2018.

Attachments: [Joint Budget PWT 10.24.18 Minutes Final](#)

A motion was made by Member Clark, seconded by Member Wilke, that of the Consent Agenda, items 7.1 through 7.4 be approved, items 7.5 and 7.6 be recommended for adoption to the County Board Consent Agenda, and items 7.7 and 7.8 be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.

Aye: 8 - Chair Durkin, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

Absent: 1 - Vice Chair Pedersen

7.3 [19-0378](#)

Joint budget minutes from October 24, 2018.

Attachments: [Joint Budget PBZ 10.24.18 Minutes Final](#)

A motion was made by Member Clark, seconded by Member Wilke, that of the Consent Agenda, items 7.1 through 7.4 be approved, items 7.5 and 7.6 be recommended for adoption to the County Board Consent Agenda, and items 7.7 and 7.8 be approved and referred on to the Financial and Administrative Committee.

Motion carried by voice vote.

Aye: 8 - Chair Durkin, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

Absent: 1 - Vice Chair Pedersen

7.4 [19-0342](#)

Minutes from October 31, 2018.

Attachments: [PBZ 10.31.18 Minutes Final](#)

A motion was made by Member Clark, seconded by Member Wilke, that of the Consent Agenda, items 7.1 through 7.4 be approved, items 7.5 and 7.6 be recommended for adoption to the County Board Consent Agenda, and items 7.7 and 7.8 be approved and referred on to the Financial and Administrative Committee.

Motion carried by voice vote.

Aye: 8 - Chair Durkin, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

Absent: 1 - Vice Chair Pedersen

DIVISION OF TRANSPORTATION

7.5 [19-0296](#)

Ordinance providing for the establishment of an altered speed zone for 30 miles per hour (MPH), currently unposted 55 MPH, on Russell Lane, located in Fremont Township.

A motion was made by Member Clark, seconded by Member Wilke, that of the Consent Agenda, items 7.1 through 7.4 be approved, items 7.5 and 7.6 be recommended for adoption to the County Board Consent Agenda, and items 7.7 and 7.8 be approved and referred on to the Financial and Administrative Committee.

Motion carried by voice vote.

Aye: 8 - Chair Durkin, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

Absent: 1 - Vice Chair Pedersen

7.6 [19-0297](#)

Ordinance providing for the establishment of an altered speed zone for 30 miles per hour (MPH), currently unposted 55 MPH, on Baker Lane/Sunset Court, located in Fremont Township.

A motion was made by Member Clark, seconded by Member Wilke, that of the Consent Agenda, items 7.1 through 7.4 be approved, items 7.5 and 7.6 be recommended for adoption to the County Board Consent Agenda, and items 7.7 and 7.8 be approved and referred on to the Financial and Administrative Committee.

Motion carried by voice vote.

Aye: 8 - Chair Durkin, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

Absent: 1 - Vice Chair Pedersen

7.7 [19-0299](#)

Joint resolution appropriating \$1,600,000 of Motor Fuel Tax funds for ice control salt materials needed for the 2019-2020 winter season.

Member Wilke inquired if, due to the cost of salt, the County required a new salt dome in the future. Division of Transportation Director Shane Schneider responded that the County does not feel an additional dome is needed.

A motion was made by Member Clark, seconded by Member Wilke, that of the Consent Agenda, items 7.1 through 7.4 be approved, items 7.5 and 7.6 be recommended for adoption to the County Board Consent Agenda, and items 7.7 and 7.8 be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.

Aye: 8 - Chair Durkin, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

Absent: 1 - Vice Chair Pedersen

7.8 [19-0312](#)

Joint resolution authorizing a contract with Cardno, Inc., Monee, Illinois, in the amount of \$66,851.75 for inspection and maintenance of native landscape areas.

Attachments: [19-0312 Bid Tab, 2019 Native Landscape Maintenance](#)

A motion was made by Member Clark, seconded by Member Wilke, that of the Consent Agenda, items 7.1 through 7.4 be approved, items 7.5 and 7.6 be recommended for adoption to the County Board Consent Agenda, and items 7.7 and 7.8 be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.

Aye: 8 - Chair Durkin, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

Absent: 1 - Vice Chair Pedersen

REGULAR AGENDA

DIVISION OF TRANSPORTATION

7.9 [19-0298](#)

Committee action memo to approve the Spring 2019 Adopt-A-Highway Program.

Attachments: [19-0298 Spring 2019 Adopt-A-Highway Staff Report](#)

Division of Transportation Director Shane Schneider reported that this program is conducted twice a year, once in the spring and once in the fall. Mr. Schneider noted that in efforts to attract more volunteers, online volunteer applications will soon be accepted.

Member Maine requested that a reminder of the deadlines for application submittal be

sent to the Board Members.

A motion was made by Member Maine, seconded by Member Clark, that this committee action item be approved. Motion carried by voice vote.

Aye: 8 - Chair Durkin, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

Absent: 1 - Vice Chair Pedersen

7.10 [19-0001](#)

Director's Report - Transportation.

Division of Transportation Director Shane Schneider reported that a portion of the Millburn Bypass has opened to traffic and, at this state of completion, has shown a noticeable reduction in wait time. The project is expected to be completed this fall.

County Board Chair Hart thanked Mr. Schneider for the presentations that he provided at the round table meetings and inquired on the Route 22 project. Mr. Schneider responded that the County has communicated the importance of this project to the State. He further noted that the reason this project is not on the consensus plan is because this project is a top priority.

PUBLIC WORKS

7.11 [19-0316](#)

Joint resolution authorizing an Intergovernmental Agreement between Lake County and The City of Zion to provide fully reimbursed maintenance services for sewer-related operations.

Attachments: [19-0316 Zion Lake County Sewer Maintenance Agreement.pdf](#)

Public Works Director Rodney Worden presented the proposed agreement with the City of Zion for preventative maintenance and repair services. This contract is similar to the agreement with the Village of Riverwoods and is another example of shared services with municipal partners.

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: 8 - Chair Durkin, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

Absent: 1 - Vice Chair Pedersen

7.12 [19-0317](#)

Joint resolution amending the adopted Capacity Management Operations and Maintenance (CMOM) Program for the Northwest Lake Facilities Planning Area (NWFPFA) to meet new reporting requirements.

Attachments: [19-0317 CMOM Executive Summary 8-22-18.pdf](#)
[19-0317 CMOM 2018.pdf](#)

Public Works Director Rodney Worden reported that the modification to the 2010 agreement changes the requirements in the annual report submitted to the Village of Fox Lake. The report includes the County's actions taken to minimize the stormwater infiltration that comes into the sanitary sewer systems. All parties in the Northwest Facilities Planning Area must formally agree to the new reporting requirements.

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

Aye: 8 - Chair Durkin, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

Absent: 1 - Vice Chair Pedersen

7.13 [19-0318](#)

Presentation and overview of the Water and Sewer Rate and Connection Fee Study.

Attachments: [19-0318 Lake County Presentation - Rate Study.pdf](#)

Dave McDonnell of Burns and McDonnell provided an overview of what the water and sewer rate and connection fee study project will entail. Mr. McDonnell indicated that the project will begin with data collection in August, and a draft proposal will be available for review in April. The purpose of the study is to forecast future funding needs for operating and capital, determine if the existing revenues are sufficient to meet financial targets and to identify rates that reflect cost of service, promote conservation and that are unified and standardized where possible. Discussion ensued.

This presentation ended.

7.14 [19-0060](#)

Director's Report - Public Works.

Public Works Director Rodney Worden indicated in his report that the project providing Lake Michigan water to Fox Lake Hills has been completed under budget, and the Central Lake County Joint Action Water Agency (CLCJAWA) is also actively working on constructing an extension toward the west and will take a year to complete.

Mr. Worden also noted, the Public Works Department will be joining the Illinois Water and Waste Water Agency Response Network. He provided details of the agency explaining that the network is a registry of entities and their equipment, and in the event of an emergency, and on a total cost reimbursement basis, an entity can either request equipment, or fulfill a request for equipment.

A forecast into the next meeting, includes a request to replace an entire segment of sewer line that is feeding the new construction site for Winchester House, as it has failed twice, even after a partial segment replacement. A preliminary draft of the Intergovernmental Agreement with the County and Lakes Region Sanitary District will be presented that will

lead to property tax relief for the residents in the area.

Mr. Worden gladly reported that the Des Plaines Water Reclamation Treatment Facility was inspected and was nominated as one of the best plants. Although the County did not win, he commends his staff for all their hard work.

PLANNING, BUILDING AND DEVELOPMENT

7.15 19-0311

The Merritt Club Subdivision Public Information Meeting, Shields Township - District 15

Attachments: [Merritt Club Public Info Staff Report](#)
[The Merritt Club Subdivision Plat](#)
[The Merritt Club Subdivision Public Info Presentation](#)

Planning, Building and Development Director Eric Waggoner, Hanna Mulroy, and Brian Frank of the Planning, Building and Development Department presented. Ms. Mulroy reported that this project has been underway for approximately three years. Staff has conducted on site consultations and two neighborhood meetings. The current applicant has elected to make design improvements in response to neighborhood concerns. Discussion ensued on the design changes and Mr. Frank provided details on how the modifications will improve stormwater detention and drainage in the area.

Public comment was provided by the applicant Ahmad Merrit of Eight One Holdings, LLC on his proposed three-lot minor subdivision. George Sullivan and Shirley Jewel, Lake County residents provided public comment voicing their concerns of flooding and traffic that will occur due to this proposed subdivision.

This matter was presented

7.16 19-0313

Resolution to vacate an unimproved portion of Emerson Avenue, adjacent to 38563 N. Drexel Boulevard, in the J.L. Shaw's Subdivision on Fox Lake.

Attachments: [000421 Cornelli PWPT report 02-27-19 \(FINAL\)](#)
[000421-2018 Vacation Minutes 10-24-18 \(FINAL\)](#)
[Cornelli Aerial Map](#)
[CPF location map](#)
[Power Point - Cornelli - 02-27-19 PWPT kbb edits](#)

Planning, Building and Development Director Eric Waggoner, Krista Braun, and Brad Denz, of Planning, Building and Development presented on the request to vacate an unimproved right of way. Ms. Braun provided the purpose and benefits of street vacations. She also reported on the application rights, criteria and the vacation procedure. The next step if approved today would be final action and recordation at the County Board Meeting on March 12. Mr. Denz elaborated on why this vacation is recommended and the

departments findings. Discussion ensued. Tom Coronelli provided public comment thanking staff for all their assistance with this process.

A motion was made by Member Hewitt, seconded by Member Wilke, that this resolution be recommended for adoption to the regular agenda. Motion carried by voice vote.

Aye: 8 - Chair Durkin, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke, Member Clark, Member Maine and Member Wasik

Absent: 1 - Vice Chair Pedersen

7.17 [19-0059](#)

Director's Report - Planning, Building and Development.

Planning, Building and Development Director Eric Waggoner and Deputy Planning, Building and Development Director Matt Meyers reported that County staff is working to promote the use of Tyler Energov Software System among municipalities within the County. Mr. Waggoner noted he recently attended the round table meetings and will be following up with potentially interested municipalities. Currently, there is a potential shared service agreement with Lake Villa and hopes to have an update in the near future.

7.18 [19-0314](#)

Planning, Building and Development Presentation of Department Overview.

Attachments: [PBD Department Overview - Part 1](#)

Planning, Building and Development Director Eric Waggoner and Deputy Planning, Building and Development Director Matt Meyers provided a department overview. Service areas, and the type of items that will be recommended to this committee were reviewed. Discussion ensued on integrated permitting, a timeline was presented, and the process was reviewed.

(Member Maine left the meeting at 11:15 a.m.)

Members Taylor and Hewitt commended the Planning, Building and Development Department for their hard work that results in positive customer feedback.

The overview concluded.

8. Executive Session

There was no Executive Session

9. County Administrator's Report

Interim County Administrator Amy McEwan indicated that the first of three strategic plan meetings will be scheduled for March 20. She also reported that Deputy Planning, Building and Development Director Matt Meyers has agreed to serve as Interim Assistant County Administrator as Paul Fetherston has accepted a position in Colorado.

10. Members' Remarks

Member Wasik noted that Mr. Fetherston has been exemplary and will be missed.

11. Adjournment

The meeting adjourned at 11:30 a.m.

A motion was made by Member Wilke, seconded by Member Vealitzek, to adjourn.

The motion carried unanimously.

Aye: 7 - Chair Durkin, Member Hewitt, Member Vealitzek, Member Taylor, Member Wilke,
Member Clark and Member Wasik

Absent: 1 - Vice Chair Pedersen

Not Present: 1 - Member Maine

Next Meeting: March 6, 2019

Meeting minutes prepared by Heidie Hernandez.

Respectfully submitted,

Chairman

Vice Chairman

Public Works, Planning and Transportation Committee