

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, June 29, 2022

8:30 AM

Assembly Room, 10th Floor or register to virtually attend at
<https://bit.ly/3xDJ5t7>

Public Works, Planning & 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 / virtual attendance through registration at:
<https://bit.ly/3xDJ5t7>

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

PUBLIC COMMENT: The public will be afforded time to comment on matters related to the business of the County Board. A total of 30 minutes will be permitted for Public Comment and no more than three minutes per comment. In general, Public Comment on items not on the agenda will be presented near the beginning of the meeting. Public Comment on agenda items may be presented during consideration of that item. Individuals attending in-person or remotely may present their Public Comment during the meeting. Individuals not in attendance 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 or delivered to the County Board Office 18 N. County Street, Waukegan, Illinois (10th floor)).

Public Comment will proceed in the following order: (1) Public Comment by individuals in attendance on the 10th Floor, (2) Public Comment by individuals who registered via the link on the front page of the agenda and are attending remotely / virtually, and then (3) written comments.

Individuals providing Public Comment will provide the following information:

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

* Name (REQUIRED)

* Topic or Agenda Item # (REQUIRED)

* Street Address, City, State (Optional)

* Phone Number (Optional)

* Organization/Agency/etc. Represented (If representing yourself, put "Self")

* * *To view County Board Rules, click here: <https://bit.ly/3idRdrV> * * *

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 6 - Chair Clark, Member Maine, Vice Chair Pedersen, Member Roberts, Member Wasik and Member Wilke

Absent 1 - Member Vealitzek

** Electronic Attendance: Member Maine*

Others present:

Eric Waggoner, Planning, Building, and Development

Brad Denz, Planning, Building, and Development

Shane Schneider, Division of Transportation

Kevin Carrier, Division of Transportation

Jon Nelson, Division of Transportation

Edward Gallagher, PACE

Austin McFarlane, Public Works

Alex Carr, Communications

Matt Meyers, County Administrator's Office

Jim Hawkins, County Administrator's Office

Gary Gibson, County Administrator's Office

Carissa Hiller, County Administrator's Office

Patrice Sutton, Finance

Abby Krakow, Communications

Kevin Quinn, Communications

Matt Meyers, County Administrator's Office

Jolanda Dinkins, Lake County Board Office

Janna Philipp, County Administrator's Office

Robert Springer, Planning, Building and Development

Krista Braun, Planning, Building, and Development

Eric Steffen, Planning, Building and Development

Al Giertych, Division of Transportation

Joel Sensenig, Public Works

Betsy Duckert, Division of Transportation

Lisle Stalter, State's Attorney's Office

Jennifer White, Division of Transportation

Matthew Emde, Division of Transportation

Julian Rozwadowski, Division of Transportation

Tracy Vekemans, Public

Mick Zawislak, Daily Herald
Kevin Kerrigan, Division of Transportation
Michael Klemens, Division of Transportation
Joseph Arcus, Planning, Building, and Development
RuthAnne Hall, Purchasing
Kevin Kerrigan, Division of Transportation
Theresa Glatzhofer, County Board Office
Jamie Helton, State's Attorney's Office
Paul Frank, Board Member
Mary Ross Cunningham, Board Member
Mary Crain, Division of Transportation
James Hawkins, County Administrator's Office
Michael Wheeler, Finance
Kristy Cechini, County Board Office

4. Addenda to the Agenda

There were no additions or amendments to the agenda.

5. Public Comment (Items not on the agenda)

There was no public comment.

6. Chair's Remarks

There were no Chair remarks.

7. Unfinished Business

PLANNING, BUILDING AND DEVELOPMENT

7.1 [22-0825](#)

Committee action amending the Final Plat relating to Lot 11 in the Dering Woods Subdivision - District 1.

Attachments: [PTRL_000767_2022 Info Paper](#)

[PTRL_000767_2022 Aerial Map](#)

[PTRL_000767_2022 Plat Amendment Survey - Lot 11](#)

[PTRL_000767_2022 Vekemans Plat Amendment - Lot 11 presentation](#)

Eric Waggoner, Planning, Building, and Development Director, introduced Brad Denz, Senior Planner, Planning, Building, and Development, who provided an overview of lot 11. The proposed plat amendment is to swap the open-space restricted area to allow the owner to build a deck and install a pool. There will be an increase of the restricted open-space with the plat amendment elsewhere on the property of the same area. Discussion ensued.

A motion was made by Vice Chair Pedersen, seconded by Member Roberts, that this committee action item be approved. The motion carried by the following roll call

vote:

Aye: 6 - Chair Clark, Member Maine, Vice Chair Pedersen, Member Roberts, Member Wasik and Member Wilke

Absent: 1 - Member Vealitzek

8. New Business

CONSENT AGENDA (Items 8.1 - 8.5)

APPROVAL OF MINUTES

8.1 [22-0908](#)

Minutes from June 1, 2022.

Attachments: [PWPT 6.1.22 Final Minutes](#)

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

Aye: 6 - Chair Clark, Member Maine, Vice Chair Pedersen, Member Roberts, Member Wasik and Member Wilke

Absent: 1 - Member Vealitzek

8.2 [22-0909](#)

Minutes from June 8, 2022.

Attachments: [PWPT 6.8.22 Final Minutes](#)

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

Aye: 6 - Chair Clark, Member Maine, Vice Chair Pedersen, Member Roberts, Member Wasik and Member Wilke

Absent: 1 - Member Vealitzek

PUBLIC WORKS

Item 8.3 was moved from the Consent Agenda to the Regular Agenda.

8.4 [22-0912](#)

Joint committee action approving Change Order One for the Vernon Hills West Pump Station Force Main Analysis with Construction Product Marketing of Phoenix, Arizona, resulting in a net cost reduction of \$51,240 from \$241,600 to \$190,360.

Attachments: [22-0912 G-703 Final Invoice Est#3](#)
[22-0912 Vendor Disclosure Statement 05.13.2022](#)

A motion was made by Member Roberts, seconded by Member Wilke, that this committee action item be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote.

Aye: 6 - Chair Clark, Member Maine, Vice Chair Pedersen, Member Roberts, Member Wasik and Member Wilke

Absent: 1 - Member Vealitzek

DIVISION OF TRANSPORTATION

8.5 [22-0898](#)

Joint resolution authorizing an agreement for professional engineering services with Infrastructure Management Services (IMS), Tempe, Arizona, at a maximum cost of \$90,000, for the annual pavement testing services, and associated components, and appropriating \$110,000 of Matching Tax funds.

Attachments: [22-0898 IMS Agreement](#)
[22-0898 Vendor Disclosure, IMS](#)

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

Aye: 6 - Chair Clark, Member Maine, Vice Chair Pedersen, Member Roberts, Member Wasik and Member Wilke

Absent: 1 - Member Vealitzek

REGULAR AGENDA

PUBLIC WORKS

8.3 [22-0911](#)

Joint committee action authorizing Contract Modification Number Two for Agreement #20022 with Donohue and Associates, Inc., Chicago, Illinois, to provide final design, bidding and construction engineering services for the Supervisory Control and Data Acquisition (SCADA) Phase III project.

Attachments: [22-0911 Donohue SCADA Vendor Disclosure Statement](#)
[22-0911 SCADA Phase 3 Contr Mod 1](#)
[22-0911 SCADA Phase 3 Contr Mod 2](#)
[22-0911 SCADA Phase 3 Orig Agrmt](#)

Member Maine asked for item 8.3 to be moved from the Consent Agenda to the Regular Agenda.

Austin McFarlane, Interim Director of Public Works, provided an update on the contract with Donahue and Associates for the last phase of the Supervisory Control and Data Acquisition project. This is essential to the department because it will allow for remote communications with the County's lift stations and remote wastewater treatment plant sites, allowing for efficiency in work and data gathering. Discussion ensued.

A motion was made by Member Roberts, seconded by Member Wilke, that this

committee action item be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote.

Aye: 6 - Chair Clark, Member Maine, Vice Chair Pedersen, Member Roberts, Member Wasik and Member Wilke

Absent: 1 - Member Vealitzek

8.6 [22-0937](#)

Discussion regarding FY23 increases for Public Works water and sewer rates.

Attachments: [PW User Rate Presentation](#)

Austin McFarlane, Interim Director of Public Works, provided an overview on the user rate increases for Public Works. The annual increases are based on a rate study that is updated and approved every five years.. The current annual increase based on the rate study is 9.5% plus CPI, while the planned sewer related increase is CPI. Director McFarlane noted that current CPI is 8.6%. Director McFarlane stated that he is recommending a 3% flat increase for water and sewer for reasons that include additional funds received via ARPA and the unusual current CPI.. Discussion ensued.

Matt Meyers, Assistant County Administrator, stated with the consensus of this committee, this item will be presented at tomorrow's Financial & Administration Committee meeting. The committee agreed with the recommendation of a flat 3% and with the item proceeding to the board following the F&A discussion.

8.7 [22-0024](#)

Director's Report - Public Works.

There was no Public Works Director's report.

PLANNING, BUILDING AND DEVELOPMENT

8.8 [22-0824](#)

Planning, Building and Development: Annual Department Update.

Attachments: [22-0824 PBD Annual Report 2022 - 06.29.22](#)

Eric Waggoner, Planning, Building, and Development Director, provided an annual update for the Planning, Building & Development department. This included an overview of the department's functions and responsibilities. Director Waggoner also listed the highlights from the previous year, reviewed the permit revenue and trends, and the goals for this year. Discussion ensued.

8.9 [22-0023](#)

Director's Report - Planning, Building and Development.

Eric Waggoner, Planning, Building, and Development Director, provided an update on a group of residents that are asking the Board to ban gas station construction in unincorporated Lake County. Director Waggoner also provided an overview of the process to build and regulate gas stations. Discussion ensued.

Eric Waggoner, Planning, Building, and Development Director, also provided an update on the new waste hauling implementation and open burning ordinance. Discussion ensued.

DIVISION OF TRANSPORTATION

8.10 [22-0819](#)

Joint resolution adopting the 2022-2027 Transportation Improvement Program.

Attachments: [22-0819 Proposed Program Presentation](#)
[22-0819 Map of Preservation Projects](#)
[22-0819 Map of Modernization Projects](#)
[22-0819 Map of Non-Motorized Projects](#)
[22-0819 Map of Expansion Projects](#)
[22-0819 Funding Report Summary TIP](#)
[22-0819 Funding Report Detailed TIP](#)

Shane Schneider, Division of Transportation Director, provided an overview of the proposed Transportation Improvement Program for the years 2022 - 2027. Discussion ensued.

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

Aye: 6 - Chair Clark, Member Maine, Vice Chair Pedersen, Member Roberts, Member Wasik and Member Wilke

Absent: 1 - Member Vealitzek

8.11 [22-0896](#)

Joint resolution authorizing an agreement with the State of Illinois, by and through the Illinois Department of Transportation (IDOT), for improvements at the intersection of Winchester Road and Illinois Route 83.

Attachments: [22-0896 IDOT Agreement, Winchester Rd at IL Rte 83](#)
[22-0896 Location Map, Winchester Road](#)

Shane Schneider, Division of Transportation Director, provided an overview of the cost sharing agreement for the intersection improvements at Winchester Road and Route 83.

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

Aye: 6 - Chair Clark, Member Maine, Vice Chair Pedersen, Member Roberts, Member Wasik and Member Wilke

Absent: 1 - Member Vealitzek

8.12 [22-0897](#)

Joint resolution authorizing execution of a contract with ExeVision, Inc., South Jordan, Utah, for Construction and Materials Management Software as a Service for the Lake County Division of Transportation and appropriating \$200,000 of ¼% Sales Tax for Transportation funds for year one and year two contract costs and the purchase of supporting equipment.

Attachments: [22-0897 Agreement, ExeVision, Inc.](#)
[22-0897 Vendor Disclosure, ExeVision](#)

Shane Schneider, Division of Transportation Director, provided an overview of the software to provide tablets for staff working out in the field and for overseeing construction projects.

A motion was made by Member Roberts, seconded by Vice Chair Pedersen, that this resolution be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote.

Aye: 6 - Chair Clark, Member Maine, Vice Chair Pedersen, Member Roberts, Member Wasik and Member Wilke

Absent: 1 - Member Vealitzek

8.13 [22-0899](#)

Joint committee action item approving Change Order Number Two consisting of an increase of \$8,095.86, for the additional repairs of traffic control signals, streetlights, other field equipment, and field elements of Lake County PASSAGE, 2021 Patrol I, Traffic Signal Maintenance and Electrical contract.

Attachments: [22-0899 Vendor Disclosure, Meade Electric](#)

Shane Schneider, Division of Transportation Director, provided an overview of the change order for repairs for the traffic control signals. The County maintains all of the traffic signals equipment using an outside vender. Discussion ensued.

A motion was made by Vice Chair Pedersen, seconded by Member Roberts, that this committee action item be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote.

Aye: 6 - Chair Clark, Member Maine, Vice Chair Pedersen, Member Roberts, Member Wasik and Member Wilke

Absent: 1 - Member Vealitzek

8.14 [22-0900](#)

Joint resolution authorizing an agreement with Baxter & Woodman, Inc., Crystal Lake, Illinois, to provide professional engineering services for resurfacing and non-motorized improvements on Rollins Road, from Fairfield Road to Hainesville Road, and for non-motorized improvements on Washington Street, from Chesapeake Boulevard to west of Atkinson Road, at a maximum cost of \$1,883,464 and appropriating \$2,260,000 of Motor Fuel Tax funds.

Attachments: [22-0900 Agreement, Rollins Road Improvements](#)

[22-0900 Vendor Disclosure, Baxter and Woodman](#)

[22-0900 Location Map, Rollins Road](#)

Shane Schneider, Division of Transportation Director, introduced Kevin Carrier, Director of Planning and Programming, Division of Transportation. Mr. Carrier provided an overview of the purpose and need for resurfacing Rollins Road. There are non motorized gaps that will be fixed for pedestrians to safely walk or ride bikes. Mr. Carrier also provided a breakdown of the contract. Discussion ensued.

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

Aye: 6 - Chair Clark, Member Maine, Vice Chair Pedersen, Member Roberts, Member Wasik and Member Wilke

Absent: 1 - Member Vealitzek

8.15 [22-0901](#)

Joint resolution authorizing a contract with Peter Baker and Son Company, Lake Bluff, Illinois, in the amount of \$2,051,670.73 for the resurfacing of Big Hollow Road, from the McHenry County line to US Route 12, which will be improved under the Illinois Highway Code for a total of 1.56 miles and appropriating \$2,465,000 of Motor Fuel Tax funds.

Attachments: [22-0901 Bid Tab, Big Hollow Road Resurfacing](#)

[22-0901 Vendor Disclosure, Peter Baker and Son](#)

[22-0901 Location Map, Big Hollow Road](#)

Shane Schneider, Division of Transportation Director, stated this is a preservation project to resurface Big Hollow Road from McHenry County line to Route 12. The improvements will happen this summer and fall.

A motion was made by Member Roberts, seconded by Vice Chair Pedersen, that this resolution be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote.

Aye: 6 - Chair Clark, Member Maine, Vice Chair Pedersen, Member Roberts, Member Wasik and Member Wilke

Absent: 1 - Member Vealitzek

8.16 [22-0902](#)

Discussion of advertisements on Pace Bus shelters installed in Lake County highway right-of-way.

Attachments: [22-0902 Pace Ad Shelter Brochure](#)
 [22-0902 Pace Advertising Guidelines](#)
 [22-0902 Presentation, Pace Bus Shelter Ads](#)

Shane Schneider, Division of Transportation Director, introduced Jon Nelson, Supervisor Engineer, Division of Transportation, and Kevin Carrier, Director of Planning and Programming, Division of Transportation and Ed Gallagher, PACE. Mr. Nelson provided the background for the PACE bus shelter program and the signage regulations. Mr. Gallagher provided an overview of the ad program for the bus shelters. including revenue and maintenance. Mr. Gallagher reviewed the ad guidelines and listed the prohibited ads. Mr. Carrier stated there was a peer comparison with collar counties regarding the bus shelters and provided the benefits and challenges. A lengthy discussion ensued.

8.17 [22-0022](#)

Director's Report - Division of Transportation.

There was no Division of Transportation report.

9. County Administrator's Report

There was no County Administrator's Report.

10. Executive Session

There was no Executive Session.

11. Members' Remarks

Chair Clark thanked the Communication staff for the upgrades to the Assembly Room and also thanked the Division of Transportation for the article in the Daily Herald.

12. Adjournment

Chair Clark declared the meeting adjourned at 11:02 a.m.

Next Meeting: July 27, 2022

Minutes prepared by Kristy Cechini.

Respectfully submitted,

Public Works, Planning and Transportation Committee Chair