



VILLAGE OF LIBERTYVILLE  
BOARD OF TRUSTEES  
Public Works Committee

April 22, 2025  
6:00 p.m.

MINUTES

**1. CALL TO ORDER**

The meeting was called to order at 6:04 p.m.

**2. ROLL CALL**

Members Present: Trustee Pete Garrity, Trustee Matthew Krummick

Absent: Trustee Scott Adams

Others Present: Deputy Village Administrator Ashley Engelmann, Public Works Director Paul Kendzior, Assistant Director Laura Ditanto, Deputy Director/Village Engineer, Senior Project Engineer Harrison Meyer, Pete Stohr - Kimley Horn.

**3. APPROVAL OF NOVEMBER 26, 2024 MEETING MINUTES**

Trustee Krummick made a motion to approve the minutes of the November 26, 2024 meeting. Trustee Garrity seconded. The motion carried on a roll call vote as follows:

Ayes: Trustee Garrity, Trustee Krummick

Nays: None

**4. APPOINTMENT OF A PRESIDING OFFICER**

Trustee Krummick made a motion to appoint Trustee Garrity the presiding officer of the Public Works Committee, for the meeting on April 22, 2025. Trustee Garrity seconded.

Ayes: Trustee Garrity, Trustee Krummick

Nays: None

**5. ADA TRANSITION PLAN GRANT PROJECT**

Deputy Administrator Engelmann presented the ADA Transition Plan. On June 12, 2024, the Village was notified by the Chicago Metropolitan Agency for Planning (“CMAP”) that an application was awarded for assistance with developing an Americans with Disabilities Act (ADA) Public Right-of-Way (PROW) Transition Plan. An ADA transition plan is a document that outlines a strategy to identify and address accessibility barriers within a community’s public spaces like sidewalks, crosswalks and curb cuts.

CMAP adopted the ON TO 2050 Plan as the long-range regional comprehensive plan for the seven-county Chicago region, encompassing Cook, DuPage, Kane, Kendall, Lake, McHenry and Will counties, and is providing technical assistance as a means of advancing the plan’s implementation and CMAP priorities. On December 10, 2024 the Village Board approved a memorandum of understanding with CMAP for technical assistance.



CMAAP retained the services of Kimley Horn to complete the technical assistance on the project. Staff has been participating in monthly meetings with them since January. Data collection, development of a public comment website and required grievance procedure are underway. The next step is to create a Steering Committee. They would like to hold a meeting of the Steering Committee in late May. It is recommended that a member of the Public Works Committee be a part of the Steering Committee. Other possible representatives may include individuals from the School District, Library, MainStreet and the Civic Center. It was suggested that staff from SRA-CLC be on the Steering Committee to add to the discussion.

A kickoff event such as having an information table at the Farmers Market or an open house will also need to occur. This will give the public an opportunity to identify places in the community they feel should be evaluated for ADA improvements through an interactive website available on an iPad.

The consultant will also begin flyovers and boots on the ground data collection in May. This will allow them to have current conditions of the public right-of-way. The sidewalk gap analysis is good to have for risk management purposes.

The timeline for the project is as follows:

- January - Project Kickoff
- February through July - Public Engagement Activities and Data Collection
- July through September - Develop Transition Plan
- September - Present Draft Transition Plan to Staff
- October - Present Final Plan to Staff
- November - Present Final Plan to Village Board

Trustee Garrity asked if the Village has known gaps in the sidewalks. Deputy Administrator Engelmann stated that GIS performed an inventory of sidewalk gaps using maps. Public Works staff is working on a sidewalk gap policy. The scope of this project only covers the public right-of-way and sidewalks.

Trustee Krummick asked if Butterfield Road is included in the scope. Butterfield Road is not included in this project and the maintenance shoulder is not intended to be used by pedestrians.

Trustee Garrity made a motion to appoint Trustee Adams as the member of the Public Works Committee to serve on the ADA Transition Plan Steering Committee. Trustee Krummick seconded.

Ayes: Trustee Garrity, Trustee Krummick

Nays: None

## 6. NOTABLE CAPITAL PROJECT UPDATES

Director Kendzior provided an update on various Public Works projects.

- Joint Bid Road Rehabilitation Program: The Village once again partnered with the Villages of Mundelein & Vernon Hills and Libertyville Township to jointly bid our roadway resurfacing programs in order to achieve favorable pricing based on larger quantities. This year's contractor will be Brothers Asphalt Paving. The Village will be resurfacing approx. 2.4 miles of roadway for a cost of approximately \$1.591 million, which will include panel replacements at select



locations on concrete streets. The Village has 11 concrete streets. This project will begin later in the summer. The project be completed in October 2025.

- Milwaukee Avenue/Maple Avenue Crosswalk Safety Enhancement Project: The construction contract was awarded to Alliance Contractors for \$183,629. Due to the long lead times for the poles, mast arms and RRFM assemblies, construction is not anticipated to start until at least after Libertyville Days. This project will be completed in August 2025.
- Wastewater Treatment Plant (WWTP) Screen & Grit Improvements: Project includes the replacement of the screen & grit collection and removal equipment and modernized electrical controls in order to improve the primary treatment process at the WWTP. The contractor is Keno & Sons Construction Co. The current contract amount is \$2,048,823. This project is 65 percent completed and should be completed in August 2025.
- Copeland Manor Flood Reduction Project: The contract was awarded to DiMeo Brothers for \$5,909,710. Most of the storm sewer work will occur on Glendale Rd. and Seventh Ave. There will also be some storm sewer work on S. Fourth Ave. and Ardmore Terr. Some advance tree trimming and removal was completed in late March. Construction should start in early May. This project should be completed in August 2026.
- Cass Avenue Sanitary Lift Station Replacement: Project involved the replacement of the 35-year-old lift station with submersible pumps and modernized electrical controls. The contractor is Berger Contractors, Inc. The contract amount was \$886,000. This project is complete.

## 7. Adjournment

Trustee Garrity moved to adjourn the meeting. Trustee Krummick seconded. The motion carried on a roll call vote as follows:

Ayes: Trustee Adams, Trustee Garrity and Trustee Krummick

Nays: None

The meeting adjourned at 6:40 p.m.

Respectfully Submitted,  
Laura Ditanto  
Assistant Director  
Public Works Department