



**Champaign County Board
Highway & Transportation Committee
County of Champaign, Urbana, Illinois**

MINUTES – Approved as Distributed 11/8/13

DATE: Friday, September 6, 2013
TIME: 9:00 a.m.
PLACE: Highway Building Conference Room
1605 East Main, Urbana, IL

Committee Members

Present	Absent
Lorraine Cowart (Chair)	
Lloyd Carter (Vice Chair)	
	Christopher Alix
John Jay	
Jim McGuire	
	Diane Michaels
Max Mitchell	
Michael Richards	

County Staff: Jeff Blue (County Engineer), Tracy Wingler (Highway Maintenance Supervisor), Beth Brunk (Recording Secretary)

Others Present: Al Kurtz (Champaign Co Board), Bill James (Emergency Management Agency), Barb Stiehl (Urbana Public Works), Rita Morocoima-Black (Regional Planning Commission)

MINUTES

I. Call to Order

Committee Chair Cowart called the meeting to order at 9:00 a.m.

II. Roll Call

A verbal roll call was taken and a quorum was declared present.

III. Approval of Agenda/Addendum

Mr. Blue requested the addendum item for *Rural Transit Service* be moved after Item VI. *County & Township Motor Fuel Tax Claims – August 2013*.

MOTION by Mr. Carter to approve the agenda as amended; seconded by Mr. Mitchell. Upon vote, the **MOTION CARRIED unanimously**.

IV. Public Participation

None

V. Approval of Minutes

- A. Highway & Transportation Committee Meeting – August 9, 2013
Mr. Blue noted the following correction – *TART* money should be *TARP* money.

MOTION by Mr. Carter to approve the August 9, 2013 Highway & Transportation meeting minutes as amended; seconded by Mr. Mitchell. Upon vote, the **MOTION CARRIED unanimously**.

VI. County and Township Motor Fuel Tax Claims – August 2013

MOTION by Mr. Jay to receive and place on file the County and Township Motor Fuel Tax Claims for August 2013; seconded by Mr. Carter. Upon vote, the **MOTION CARRIED unanimously**.

VII. Rural Transit Service

A. FY2013 Report

Ms. Black discussed the FY13 Annual Rural Transit Services report from 7/1/12 to 6/30/13. The report included the average trips per month, types of trips (medical, employment, etc.) and the CRIS Rural Mass Transit District financial report for FY13. This annual report was approved by the Rural Transit Advisory Group on August 29, 2013.

B. Ordinance

C. Intergovernmental Agreement

D. Resolution

Three documents, Ordinance, Intergovernmental Agreement and Resolution will need to be approved by the County Board. The Ordinance authorizes the County Administrator to sign the contracts from IDOT concerning public transportation in rural Champaign County. The Intergovernmental Agreement between Champaign County and CRIS Rural MTD is similar to the document that was signed last year. Changes include a 10% increase in funding from downstate operation plus two additional grants to provide service between Rantoul and Champaign-Urbana and service for medical trips. While IDOT approved the grant operations and funding, they did not approve additional buses. Ms. Black is hopeful that this service will receive new buses at the end of this year so more trips can be provided to rural residents. The resolution is required by IDOT to accept the funding.

Mr. Jay asked how many buses are currently involved in rural transit. Ms. Black responded that they have five buses at this time and loan two from CRIS. Five new buses are scheduled to be received at the end of December and two more in 2014 for a total of 12 by 7/1/14. CUMTD maintains the buses by contract with CRIS. Mr. McGuire noticed a discrepancy between the number of overall total Riders between Rantoul and Thomasboro. Ms. Black will review those numbers. Ms. Cowart wondered if the 10% increase in funding translated to a fee decrease to the riders. Ms. Black stated that the money will be used to expand the service. The fees are subsidized and cannot be reduced at this time.

MOTION by Mr. Mitchell to accept and place on file FY13 Annual Rural Transit Services Report and recommend approval to the County Board: 1) Ordinance Providing Public Transportation in Rural Champaign County, 2) Intergovernmental Agreement between Champaign County and CRIS Rural Mass Transit District, and 3) Resolution to Accept the FY2014 Grant Agreement between Champaign County and IDOT; seconded by Mr. Richards. Upon vote, the **MOTION CARRIED unanimously**.

VIII. Illinois Public Works Mutual Aid Network (IPWMAN) Presentation

Ms. Stiehl, secretary and treasurer of IPWMAN, gave a PowerPoint presentation to the Committee on the benefits of membership in this statewide organization. This PowerPoint presentation can be found on the County website at: http://www.co.champaign.il.us/countybd/HT/2013/130906IPWMAN_Presentation.pdf.

The advantage of this mutual aid organization is that members can receive assistance from other members with appropriate resources throughout the state. There is no cost for the first five days of assistance. If the requesting agency requires assistance longer than five days, the responding party will bill the requesting party. This mutual aid agreement does not obligate any agency to respond. If a disaster is declared, a requesting agency can use the volunteer time from IPWMAN assistance as part of the 25% match required to receive federal money. In the case of a local disaster, outside help would

probably be needed as Champaign, Urbana and the University may all be already involved in the emergency. IPWMAN member agencies in Champaign County include St. Joseph, Ogden, Savoy, Champaign, Urbana and Champaign Township. Other agency members in close proximity include Danville, Bloomington-Normal, Tazewell & Woodford counties, Peoria, Decatur, Macon County and Charleston.

The annual fee for Champaign County to become a member of IPWMAN is \$500. Three people from the County Highway Department would be authorized to send resources or receive resources on behalf of Champaign County. An event does not have to be declared a disaster by the state or federal government to be able to use the IPWMAN resources.

Michael Richards left the meeting.

Ms. Cowart asked if IPWMAN has ever reached out to the private sector like Ameren to help out in a disaster. Ms. Stiehl responded that due to liability concerns and a difference in for-profit motivation, IPWMAN is only open to government entities. Mr. James commented that if an agency responds, they are not required to stay all five days. Mr. Mitchell asked what would be the daily costs to the Highway Department if staff were sent out to respond. Mr. Blue noted that they would use the IDOT fee schedule for equipment rental which is higher than the actual cost. One person with a truck may cost approximately \$1,000 per day. The cost would be time and equipment. Highway staff are paid whether they are sealing cracks or responding to another community. Fuel costs may be additional depending on how far they have to drive to the disaster. Mr. Mitchell would like to see a line item in the Highway budget to assess the cost for a response to help make a decision on whether or not to use it.

Mr. Carter thought it would be helpful to identify where to send people for shelter in a disaster. Mr. Kurtz commented that IPWMAN is an excellent organization for very little money and should be moved to the full County Board for discussion. Mr. Carter would like to review the By-laws and Policy/Procedures Manual for IPWMAN. The Intergovernmental Agreement must be reviewed by the States' Attorney's Office. Mr. Blue noted that Shane Cook and John Dwyer from the Emergency Management Agency recommended County participation in IPWMAN.

MOTION by Mr. McGuire to recommend the IPWMAN agreement for the October County Board meeting; seconded by Mr. Carter. Upon vote, the **MOTION CARRIED unanimously.**

IX. Highway Committee Rescheduled to October 4th

Mr. Blue has a conflict on October 11th so asked the Committee if the meeting date could be changed to 10/4/13.

MOTION by Mr. McGuire to change the October Highway Committee meeting date to 10/4/13; seconded by Mr. Mitchell. Upon vote, **the MOTION CARRIED unanimously.**

X. Semi-annual Review of Closed Session Minutes

Ms. Brunk stated that State's Attorney, David DeThorne, has reviewed the closed session minutes for the Highway Committee and determined that no additional closed session minutes should be opened at this time.

XI. Designation of Items to be Placed on the Consent Agenda

VII. B, VII. C, VII. D

XII. Other Business

Mr. Kurtz updated the Committee on the Illinois Department of Transportation (IDOT) District 5 funding for highways. Mr. Kurtz and Mr. Blue will be making a presentation about this issue to the Metropolitan Intergovernmental Council Committee on 9/17. IDOT responded to Mr. Kurtz' initial letter requesting the reasoning behind the limited highway funding in District 5 by citing safety and other vague criteria. Mr.

Kurtz is in the process of drafting another letter to IDOT to get more specifics on how the money is allocated. He contended that District 5 has several serious safety concerns. Mr. Kurtz has also sent a letter to the Governor Quinn about this issue.

Mr. McGuire commented that at a recent Illinois Development Summit, he had an opportunity to talk to Kacy Bassett, Special Assistant for the Deputy Secretary for IDOT. Mr. Bassett said that IDOT is looking at the numbers, and he would be happy to talk to somebody about this situation in Urbana. Mr. Blue stated that two meetings that have been scheduled with the IDOT Secretary have been cancelled at the last minute. Another one should be scheduled in the fall. If that meeting does not materialized, perhaps a meeting with Mr. Bassett would be beneficial.

XIII. Adjournment

There being no further business, Ms. Cowart adjourned the meeting at 10:09 a.m.