



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

***MINUTES –Approved as Distributed 12/6/13***

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DATE: Friday, November 8, 2013  
TIME: 9:00 a.m.  
PLACE: Highway Building Conference Room  
1605 East Main, Urbana, IL

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**Committee Members**

<b>Present</b>	<b>Absent</b>
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), Van Anderson (Deputy County Administrator of Finance), Beth Brunk (Recording Secretary)

**Others Present:** Al Kurtz & Gary Maxwell (Champaign Co Board)

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***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 Minutes**

A. Highway & Transportation Committee Meeting – September 6, 2013

**MOTION** by Mr. Carter to approve the September 6, 2013 Highway & Transportation meeting minutes as distributed; seconded by Mr. Jay. Upon vote, the **MOTION CARRIED** unanimously.

**IV. Approval of Agenda/Addendum**

**MOTION** by Ms. Michaels to approve the agenda as distributed; seconded by Mr. Carter. Upon vote, the **MOTION CARRIED** unanimously.

**Mr. Mitchell entered the meeting.**

**V. Public Participation**

None

**VI. County and Township Motor Fuel Tax Claims – September & October 2013**

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

**VII. Appropriating County Motor Fuel Tax Funds for County Road Maintenance – 1/1/14-12/31/14**

Mr. Blue indicated that completed paperwork for the 2014 road maintenance contract and materials must be in IDOT's office by 1/1/14. The total estimated maintenance costs of \$714,380 are itemized on page 9 of the meeting materials.

**MOTION** by Ms. Michaels to recommend approval the appropriation of County Motor Fuel Tax Funds for 2014 County Road Maintenance; seconded by Mr. Carter.

Ms. Michaels inquired about the expenses for signs. Mr. Blue indicated that this cost is for on-going maintenance to replace signs that are old or damaged. Ms. Michaels asked about the amount of de-icing salt leftover from last year. Mr. Blue replied that the County has approximately 3,500 tons in the storage shed. In a typical year, 3,000 – 4,000 tons of salt are used so Mr. Blue purchased a minimum of 1,000 tons of salt to have an ample supply on hand. Mr. Blue mentioned that staff has been spraying county bridges with a salt-brine mixture to coat the deck for slippery conditions from frost.

**Mr. Richards entered the meeting.**

Upon vote, **the MOTION CARRIED** unanimously.

**VIII. Contract Award Authority for Aggregate Materials for 2014 Maintenance of Various Road Districts in Champaign County**

The bid opening date is November 21<sup>st</sup> for the purchase of aggregate materials and their transport to the various townships. Trucking companies may bid on individual townships. The list of the lowest responsible bidder for each township will be brought to the Highway Committee next month. Mr. Mitchell noted that the resolution needs to state Alan Kurtz as the County Board Chair. The Committee agreed with this change.

**MOTION** by Mr. Mitchell to recommend approval of contract award authority for 2014 aggregate materials for various road districts in Champaign County as amended; seconded by Ms. Michaels. Upon vote, **the MOTION CARRIED** unanimously.

**IX. Appropriating County Motor Fuel Tax Funds for the Salary and Estimated Expenses of the County Engineer 12/1/13-11/30/14**

Mr. Blue stated that 50% of the expenditures for the County Engineer salary/expenses are paid by federal sources and the other half comes from the Motor Fuel Tax.

**MOTION** by Mr. Mitchell to recommend approval of the appropriation of County Motor Fuel Tax funds for the salary and estimated expenses of the County Engineer from 12/1/13-11/30/14; seconded by Mr. Richards.

Mr. Blue affirmed that the \$20,000 is for his car allowance and expenses to meetings and conferences. Mr. Anderson wondered if the contract should mirror the County's fiscal year ending 12/31/14. Mr. Blue indicated that his contract has a six-year duration by statute and could be changed in the next contract.

Upon vote, **the MOTION CARRIED** unanimously.

**X. Petition – Sadorus Road District Box Culvert Replacement**

The Sadorus Road District has filed an \$18,000 petition to replace a 9' x 3' box culvert on 400 North, south of Sadorus. This request appropriates 50% of the cost from the County Bridge Fund to accomplish this project.

**MOTION** by Mr. Jay to recommend approval to appropriate money from the County Bridge Fund to replace a box culvert in Sadorus Road District; seconded by Mr. McGuire. Upon vote, the **MOTION CARRIED** unanimously.

**XI. Petition – Compromise Road District Bridge Replacement**

Compromise Road District has submitted a \$275,000 petition for a bridge replacement south of Gifford near County Road 32. Since this a township bridge, the Township Bridge Program money will cover 80% of the project; the County will pay 10% and the Road District will pay 10%.

**MOTION** by Ms. Michaels to recommend approval to appropriate money from the County Bridge Fund for a bridge replacement in Compromise Road District; seconded by Mr. Mitchell. Upon vote, the **MOTION CARRIED** unanimously.

**XII. Olympian Drive Right-of-Way (ROW)**

Agreements have been reached for the Heimburer and Squire properties, so that the Olympian Drive ROW should be acquired by the first of the year. Now the Illinois Commerce Commission (ICC) must make a ruling about the funding for the bridge over the railroad to continue with this project.

Mr. Kurtz asked about the timeline for the ICC decision. Mr. Blue is uncertain as a ruling must first be made on an interlocutory appeal before the hearing can occur. The new hearing dates are December 4-6. If approved by the ICC, Mr. Mitchell suggested a renewed marketing campaign that is good economic development for our County. There is a clause in the ROW contracts that if the Olympian Drive Project does not come to fruition within 7 years, then the property owner has the first right of refusal to purchase the property back from the City of Urbana.

**XIII. IDOT Procurement Memorandum Clarifying the Use of Motor Fuel Tax (MFT) Funds**

An opinion from the State's Attorney's in 2006 stated the MFT funds could not be expended on city streets unless they were an extension of a County Highway or a federal aid project. IDOT has released a procedure memorandum outlining MFT usage which now includes joint improvements: "MFT may be used by a local public agency to perform construction or maintenance on public highways not under its jurisdiction provided there is a written contract approved by the Department, or a negotiated agreement."

The cities of Champaign and Urbana asked the Attorney General for an opinion which is reflected in IDOT's memo. Mr. Richards pointed out that the language states "may" not "shall" – the decision is still up to the County Board on how to use their MFT money excluding the pre-existing Fringe Road Agreements. Mr. Alix noted that the basis of Fringe Road Agreements is that a substantial amount of the MFT money that comes into the County is from registered residents of the cities of Champaign and Urbana. He felt that working with the cities on the fringe roads benefits both the cities and the County. Ms. Cowart interjected that Urbana and Champaign also receive MFT money. Mr. Maxwell inquired if the IDOT memo also meant that the County may spend money on township roads. Mr. Blue replied that it included any public roadway.

Mr. Jay commented that the Highway Committee needs to be a strong Committee and look after the County which includes the cities of Champaign and Urbana. A strong Highway Committee with the backing of the County Board can control what happens to the County MFT money.

**XIV. Dewey Fisher Road Public Information Meeting – 11/20/13**

There is a public information meeting at the Highway Department Conference room on November 20<sup>th</sup> for the Dewey-Fisher Road Improvement Project - from St. Thomas More High School to US 136. All landowners and public officials are invited. The proposed alignment of the project will be setup around the room. Mr. Blue hopes the ROW negotiations will begin sometime after Christmas when the Project Development Report (PDR) has been approved by IDOT. There are 80 different parcel owners (about 20 acres) to work with in ROW acquisitions for this project. The appraisals will be mostly done in-house since most parcels are 1/10-2/10 of an acre. The land value is determined by an average of the land-only sales of the surrounding township over the last 5 years.

Mr. Alix asked if there were going to be significant changes to the alignment of the roads. Mr. Blue replied that the roadway will be widened to accommodate 4' asphalt shoulders plus 2' of aggregate, redo the ditches & pipe culverts, install rumble strips and improve the safety at some of the intersections. The vehicle counts are up to 5,000 per day on that roadway. The intersection with US 136 will be widened to accommodate semi-tractor trailers that currently have to swing out into opposing traffic to make the turn. The County will be doing work on IDOT ROW.

**XV. Other Business**

Mr. Anderson requested that the surveys for Mr. Blue's performance evaluation should be completed and returned to Deb Busey as soon as possible.

Mr. Kurtz updated the Committee on the Illinois Department of Transportation (IDOT) District 5 funding for our County. With the backing of Metropolitan Intergovernmental Council members, Mr. Kurtz has adopted a new focus on targeting funding improvements to the I-57/I-74 interchange – approximately \$70 million program. IDOT currently does not have funding for this project but it is on their planned project list. Mr. Kurtz thought the timeline for project completion may be in the next 5-10 years. IDOT sent a letter conceding that the intersection is a safety hazard and has installed new signage posting speed limits and turning arrows. In addition, a new friction core on the road surface will be installed to increase vehicle traction. The funding for these improvements is in addition to the \$175 million allocated to our district. Mr. Kurtz received a letter from the governor stating that they are reviewing IDOT's allocation process.

Mr. Alix asked about utilizing bulk fuel and sharing the cost with other municipalities as a means to save money. He noted that the City of Champaign is purchasing gasoline in bulk for their squad cars. Mr. Blue noted that the Highway Department used to store fuel on site but that was not cost effective. The Highway Department has a Wright Express Universal Fleet Card which is accepted at all fuel stations in America at any time. This is particularly important when staff is plowing snow in the county at all times of the night and needs to refill the truck. Mr. Alix pointed out that the County has many vehicles in addition to the Highway fleet including the sheriff's squad cars, Head Start buses and administrative services vehicles. Mr. Blue commented that most of the Highway vehicles use diesel while the Sheriff's fleet uses unleaded fuel.

Mr. Jay noted that in his experience with bulk fuel, it is often cheaper to buy fuel from a gas station than in bulk. There are also liability issues with storing fuel, even with above ground tanks. Ms. Michael wondered if they could bid for fuel with Super Pantry and still maintain their fleet card when it would be impractical to fuel up at a Super Pantry. Mr. Blue stated that the Highway fleet used to have 7 cards at different stations with caps – a system that did not work for their purposes. Mr. Blue said that highway vehicles have to refill their tanks within 12-hours snow plowing shifts. Mr. Mitchell suggested checking the local chains to see if loyalty points could be utilized for the County's benefit. Mr. Alix thought the discussion was fruitful and will pursue this topic with other County Departments.

**XVI. Designation of Items to be Placed on the Consent Agenda**

VII, VIII, IX, X, XI

**XVII. Adjournment**

MOTION by Ms. Michaels to adjourn; seconded by Mr. Jay. Upon vote, the **MOTION CARRIED** unanimously. There being no further business, Ms. Cowart adjourned the meeting at 10:00 a.m.