



**CHAMPAIGN COUNTY BOARD  
HIGHWAY COMMITTEE AGENDA**

**County of Champaign, Urbana, Illinois**  
Friday, September 8, 2017 – 9:00 a.m.  
Highway Building Conference Room  
1605 E Main St., Urbana

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**Committee Members:**

Lorraine Cowart – Chair  
Max Mitchell – Vice-Chair  
Chris Alix  
Brad Clemmons

Jim McGuire  
Diane Michaels  
Steve Summers  
C. Pius Weibel

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda/Addenda
- IV. Approval of Minutes – August 11, 2017 1-4
- V. Public Participation
- VI. Communications
- VII. County & Township Motor Fuel Tax Claims – August 2017 5-6
- VIII. Newcomb Township Bridge – Petition Requesting and Resolution Approving Appropriation of Funds From the County Bridge Fund, Section #17-16043-00-BR 7-9
- IX. Resolution Authorizing The Champaign County Engineer to Sign Joint Agreements with the Illinois Department of Transportation 10
- X. Curtis Road Corridor Study Presentation
- XI. Champaign-Urbana Freight Plan Study Presentation
- XII. Other Business
  - A. Semi Annual Review of Closed Session Minutes
  - B. October Meeting Date
- XIII. Chair's Report
- XIV. Designation of Items to be Placed on the Consent Agenda
- XV. Adjournment

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

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**MINUTES – SUBJECT TO REVIEW AND APPROVAL**

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DATE: Friday, August 11, 2017  
TIME: 9:00 a.m.  
PLACE: Highway Building Conference Room  
1605 East Main, Urbana, IL

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13 **Committee Members**

14 **Present:** Lorraine Cowart (Chair), Brad Clemmons, Jim McGuire, Diane Michaels, Max Mitchell,  
15 Steve Summers, C. Pius Weibel  
16 **Absent:** Chris Alix

17 **County Staff:** Rick Snider (County Administrator), Jeff Blue (County Engineer), Michelle Carter  
18 (Recording Secretary)

19 **Others Present:**

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20 **MINUTES**

21 **I. Call to Order**

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

23 **II. Roll Call**

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

25 **III. Approval of Agenda/Addendum**

26 **MOTION** by Ms. Michaels to approve the agenda; seconded by Mr. Summers. Upon vote, the **MOTION**  
27 **CARRIED unanimously.**

28 **IV. Approval of Minutes – June 9, 2017**

29 **MOTION** by Mr. Weibel to approve the minutes of the June 9, 2017 meeting; seconded by Ms. Michaels.  
30 Upon vote, the **MOTION CARRIED unanimously.**

31 **V. Public Participation**

32 None

33 **VI. Communications**

34 None

35 **VII. County & Township Motor Fuel Tax Claims – June and July 2017**

36 **MOTION** by Mr. Weibel to receive and place on file the County and Township Motor Fuel Tax Claims for  
37 June and July 2017; seconded by Mr. Mitchell. Upon vote, the **MOTION CARRIED unanimously.**

38 **VIII. Resolution Appropriating \$350,000.00 from Highway Federal Aid Matching Funds for the Improvement**  
39 **of County Highway 13, Section #17-00445-00-RS.**

40 Mr. Blue informed the committee that the project would be a hot-in-place recycling job. Also, that 80%  
41 of the cost would be paid by federal dollars. The project extends from the Homer-Sidney Road to the  
42 County line. Mr. Weibel asked where County Highway 13 leads. Mr. Clemmons answered the town of  
43 Newman. Mr. Blue said it eventually runs to Route 36.

44 **MOTION** by Mr. Weibel to approve the resolution; seconded by Mr. Mitchell. Upon vote, the **MOTION**  
45 **CARRIED unanimously.**

46 **IX. Resolution Appropriating \$30,427.00 from County Motor Fuel Tax Funds for Champaign County's Share**  
47 **of the Champaign-Urbana Urbanized Area Transportation Study, Section #17-00000-00-ES.**  
48 Ms. Michaels said the dollar amount has stayed the same. She asked Mr. Blue if he thought the County's  
49 portion would be changing anytime soon. Mr. Blue said CUUATS receives money from the State and  
50 Federal government; he does not see there being a significant change for the County.

51 **MOTION** by Ms. Michaels to approve the resolution; seconded by Mr. Weibel. Upon vote, the **MOTION**  
52 **CARRIED unanimously.**

53 **X. Resolution Rescinding Resolution #9958 Section #17-00446-00-SW.**  
54 Mr. Blue informed the committee that he was recommending Resolution #9958 be rescinded. Resolution  
55 #9958 was originally approved appropriating Motor Fuel Tax dollars for the County Wide Improvement of  
56 ADA Compliant Sidewalk Ramps. Mr. Blue explained that whenever state money is used for sidewalk  
57 improvement and the sidewalk is removed on public right-of-way, the state considers it excavation. Since  
58 the improvement is considered excavation, environmental testing must be completed, increasing the cost  
59 significantly. Mr. Blue recommends using local Highway Funds for this project. The project must be  
60 complete by July 2018. Ms. Michaels asked if this changes the funding for other projects. Mr. Blue  
61 explained that he was expecting money from a road use agreement signed with Ameren. The money will  
62 be deposited into the Highway Fund and used to fund this project. Mr. Snider asked about Hensley  
63 Township. Mr. Blue stated that Hensley Township had received their money from Ameren. Mr. Clemmons  
64 said he had also received the amount he had requested for Tolono Township. Mr. Blue said the change  
65 in funding would not affect other projects.

66 **MOTION** by Mr. Weibel to approve the resolution; seconded by Mr. Mitchell. Upon vote, the **MOTION**  
67 **CARRIED unanimously.**

68 **XI. Resolution Appropriating \$400,000.00 from County Highway Funds for County Wide Improvement of**  
69 **ADA Compliant Sidewalk Ramps Section #17-00446-00-SW.**  
70 **MOTION** by Mr. McGuire to approve the resolution; seconded by Ms. Michaels. Upon vote, the **MOTION**  
71 **CARRIED unanimously.**

72 **XII. 2018 Highway Department Budget**  
73 Mr. Blue discussed the proposed Highway Budget for 2018. He stated the format for this year was  
74 changed; the department heads will not be presenting their budgets to the County Board. A brief  
75 overview will be presented to the County Board. Mr. Blue wanted to provide the Highway Committee  
76 with a more in depth look at the Highway Fund Preliminary Budget. Mr. Blue stated that the County  
77 Highway Department funds are derived from five sources and the anticipated Federal allocation to  
78 Champaign County is \$837,633 for Fiscal year 2018. Mr. Blue explained the funding sources and  
79 programs available for the 28 townships in Champaign County. The committee discussed the increase in  
80 township valuations. Mr. Blue discussed the budget highlights for the Highway Fund. He said the  
81 budgeted surplus reestablishes reserve funds in 2017 that were "borrowed" for truck purchases and  
82 building repairs in 2016. He also explained the Highway Department has budgeted \$100,000 to begin  
83 funding a building maintenance fund in 2018. Each year \$100,000 will be budgeted and transferred to a  
84 "sinking fund" for building maintenance and repairs. Mr. Mitchell asked about the sale of the highway  
85 trucks. Mr. Blue said the Highway Department received \$107,000 for the four trucks. Mr. Blue  
86 discussed the fund balance goal of \$1,000,000. He also discussed the average pavement condition index  
87 of 75.3 for the 200 miles of County Roads maintained by the County Highway Department. In 2018, we  
88 will be receiving approximately \$2,000,000 in Federal Highway Safety Improvement Funds to upgrade  
89 guardrails throughout our highway system. Mr. Blue said we will replacing guardrails at 50-60 locations.  
90 Mr. Blue said guardrails would not be replaced on bridges that are scheduled to be replaced in the next  
91 5-10 years. The project will probably be bid in the fall of 2018 with construction in 2019. We will also be  
92 receiving \$300,000 in Federal Highway Safety Improvement Funds to place stop signs at all uncontrolled

93 intersections on the Township Road System. Mr. Mitchell asked about posting a warning sign for the  
94 guardrails that will not be replaced. Mr. Blue said then you are admitting liability. Mr. Blue said the old  
95 guardrails are grandfathered in. Mr. Blue said that guardrails do not make the roads better to travel on  
96 but do make them safer.

97 Next, Mr. McGuire asked about the full time employee count increasing from 20 to 21 for FY 2017 and  
98 2018. Mr. Blue explained that the Highway Department has 21 full time employees approved by the  
99 County Board. The Highway Department had an opening when John Marker retired. The Highway  
100 Department hired an engineer from IDOT who worked for the County for a couple of years. The position  
101 has been vacant for a few years. Mr. Blue stated he does not want to go out and hire just anyone for  
102 the position. Mr. Blue informed the committee he has someone he is interested in hiring for the  
103 position. He provided background information and details why he thinks the candidate would add value  
104 to the department. Mr. Blue said the job was posted and he will interview qualified candidates for the  
105 position. Mr. Blue discussed the benefits of having another full time engineer who will be able to do the  
106 design work that the County currently pays an outside consultant; hiring another Professional Engineer  
107 will benefit the department when other engineers in the department retire. In addition, the candidate  
108 will become certified to perform bridge inspections. Mr. Mitchell asked where the additional dollars  
109 normally spent on outside consulting would go. Mr. Blue said the additional funds would go towards  
110 construction and the new Engineer's salary. Mr. Mitchell asked if the County has an incentive program  
111 for additional certification. Mr. Blue said the County pays for the education/certification but the salary  
112 is not increased. Mr. Snider stated that the County does not have the funds to offer incentives. He said  
113 he would like to see a technical ladder for some of the departments where the compensation is out of  
114 sync with the market. Mr. Snider said he strongly supports Mr. Blue's decision for hiring an Engineer.  
115 He said Mr. Blue has identified a gap in our competencies. Mr. Snider also discussed the County budget  
116 deficit and his appreciation of the Highway Department stepping up to help the General Fund Budget.  
117 Mr. Clemmons asked how many projects are currently farmed out to an outside Engineering Firm. Mr.  
118 Blue answered all of the designs. The Highway Department will still have to hire outside engineering for  
119 structures. The new candidate will not be a Structural Engineer.

120 Then, Mr. Blue discussed the performance indicators. He said the one he likes to look at is the  
121 Pavement Condition Index. In FY 2018, the index is going up. This is due to the roadwork currently being  
122 done on CH 23. Mr. Blue then began to review the actual budget numbers. He discussed state  
123 reimbursement for a roadway realignment in Raymond Township. He said we would also receive some  
124 revenue from the townships for the stop sign installation. The miscellaneous revenue is the  
125 anticipated money from Ameren. The regular full time salary line includes the salary for the new  
126 Engineer. Mr. Blue discussed the remainder of the expense lines. He mentioned the purchase of a new  
127 vehicle for the Engineering department, a new loader, and the replacement of the 2006 Peterbuilt truck  
128 in FY 2018. Mr. Blue concluded the Highway Fund budget with the annual transfer line of \$100,000 for  
129 the Building Maintenance Fund. Next, Mr. Blue reviewed the County Bridge Fund, which is used for  
130 bridge construction in the County and match funding through the Township Bridge Program. Mr. Blue  
131 said that five bridges are budgeted for FY 2018. The funds from the County Bridge are generally spent  
132 on engineering services and reconstruction of bridges and culverts. Then Mr. Blue discussed the Motor  
133 Fuel Tax Budget for FY 2018. He said the budget includes \$400,000 to match the Highway Safety  
134 Improvement Grant to upgrade the guardrails. He also explained how Federal funds and TARP funds  
135 would be used on CH 16. County Highway 13 from the Homer Sidney Road to the South County Line will  
136 be reconstructed utilizing \$1,400,000 in federal funds matched by \$350,000 from our Federal Aid  
137 Matching Fund. The expense line for road improvements in the MFT budget is strictly for the guardrails.  
138 The Highway Fund bills the MFT Fund for equipment used. The Federal Aid Matching Fund road  
139 improvement expense will be used on CH 13 (Broadlands Road) for FY 18. Mr. Blue said he appreciates  
140 that in the 12 years he has been with the County, the Highway Department has always received their  
141 portion of the increase in assessed evaluation.

142 **XIII. Other Business**

143 Mr. Blue discussed an issue with the renaming of Lincoln Avenue. The new portion must be named  
144 Lincoln Avenue and the small portions will be renamed. Mr. Blue also discussed the dates for the  
145 upcoming October meeting. The October meeting date will be discussed at the September meeting.  
146 Mr. Summers asked about the appropriate channel to follow up on a question about liability insurance  
147 with CUMTD. Mr. Blue stated he should contact RPC. Mr. Mitchell asked about the Commercial  
148 Transportation Route presentation. Mr. Blue said he would ask Rita Morocoima-Black from RPC to  
149 present at the September meeting. Ms. Michaels informed Mr. Blue that she has received several calls  
150 regarding the condition of the road in Thomasboro. Mr. Blue questioned which road they were referring  
151 too. He stated that the County did not do any work on the overpass. The overpass belongs to the state.  
152 Ms. Michaels said she would drive by the location. Mr. McGuire asked about a stop sign at the  
153 intersection of Cottonwood and Anthony. Mr. Blue said he would have to contact Jim Prather, Urbana  
154 Township Road Commissioner.

155 **XIV. Chair's Report**

156 None

157 **XV. Designation of Items to be Placed on Consent Agenda**

158 Ms. Cowart stated that items VIII, IX, X, and XI are to be placed on the consent agenda.

159 **XVI. Adjournment**

160 There being no further business, Ms. Cowart adjourned the meeting at 10:12 am.

161 *\*\*Please note the minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.*

# CHAMPAIGN COUNTY HIGHWAY DEPARTMENT

JEFF BLUE  
COUNTY ENGINEER

1605 E. MAIN STREET

(217) 384-3800  
FAX (217) 328-5148

URBANA, ILLINOIS 61802

September 8, 2017

## COUNTY MOTOR FUEL TAX CLAIMS FOR AUGUST

Req No.	Payee	Description	Amount
72	City of Urbana	Construction Services for 11-00334-01-PV	2,441.19
74	Varsity Striping	Striping various County Highways FY2017	65,115.01
75	City of Urbana	Construction Services for 11-00334-01-PV	60,086.60
76	Open Road Paving	Pay estimate #3 for 14-00438-00-RS	457,478.82
77	Hall Signs	Barr stripe tape left and right	580.62
80	Lehigh Hanson	50.59 tons CA-6/10	556.49
82	Champaign Co Treas	Equipment Rental Apr-Jun	65,530.15
83	Champaign Co Treas	Engineering fees 14-00438-00-RS	19,464.30
84	Emulsicoat	HFE-90 FOB	1,427.33
86	IACE	Fall Conference Reg. Fee	100.00
87	UofI Center for Transportation	Bituminous Conference Reg. Fee	120.00
89	Emulsicoat	2.02 tons HFE-90	920.66
90	Tuscola Stone	80.02 tons CA-16 FOB	980.26
91	Lehigh Hanson	38.87 tons CA6/10 FOB	427.57
92	Cummins Engineering	16-00444-00-GM Guardrail Project Engineering Fees	932.59

73, 78, 79, 81, 85, 88 ALL VOIDS

\$ 676,161.59

## TOWNSHIP MOTOR FUEL TAX CLAIMS FOR AUGUST

Req No.	Payee	Description	Amount
57	Emulsicoat	East bend Twp 2.71 tons HFE-90 FOB	955.28
58	Illiana Construction Co.	Odgen Twp 40.94 tons HFE-90 Furnish and Spread	18,609.14
59	Illiana Construction Co.	St Joseph Twp 4.74 tons HFE-90 Furnish and Spread	2,153.56
60	Emulsicoat	Compromise Twp 197.59 tons HFE-90 FOB	65,977.45
61	Pro Agr Inc	Compromise Twp 379.66 tons CM-16/hauling	9,491.50
62	Illiana Construction Co.	Kerr Twp 374.95 tons HFE-90 Furnish and Spread	18,269.98
63	Emulsicoat	East bend Twp 2.63 tons HFE-90 FOB	927.09
64	Illiana Construction Co.	Ayers Twp 67.46 tons HFE-90 Furnished and Spread	30,659.44
65	Illiana Construction Co.	East Bend Twp 24.71 tons HFE-90 Furnished and Spread	12,049.70
66	Woodworth & Sons	East Bend Twp Spreading of HFE-90 on roads	333.59
67	Illiana Construction Co.	Ludlow Twp 454.50 tons HFE-90 Furnished and Spread	49,679.60
68	Illiana Construction Co.	Odgen Twp 40.94 tons HFE-90 Furnish and Spread	18,609.14
69	Emulsicoat	East Bend Twp 25.65 tons HFE-90 FOB	9,041.63

# CHAMPAIGN COUNTY HIGHWAY DEPARTMENT

JEFF BLUE  
COUNTY ENGINEER

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URBANA, ILLINOIS 61802

70	Emulsicoat	Rantoul Twp 145.08 tons HFE-90 FOB	51,140.71
71	Tuscola Stone	Somer Twp 919.25 tons CA-15 Furnished and Delivered	17,235.97
72	Illiana Construction Co.	Somer Twp 89.81 tons HFE-90 Furnished and Spread	38,138.38
		South Homer Twp 122.69 tons HFE-90 Furnished and Spread	
73	Illiana Construction Co.		55,765.56
74	Illiana Construction Co.	Tolono Twp 137.37 tons HFE-90 Furnished and Spread	62,434.86
75	Illiana Construction Co.	Brown Twp 948.85 tons CA-15 Furnished and Delivered	18,739.99

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**\$480,212.57**

PETITION

Petitioner, Brett Cox, hereby requests an appropriation of funds from the Champaign County Bridge Fund pursuant to 605 ILCS 5/5-501. In support of this petition, Petitioner states the following:

1. Petitioner is the duly elected Highway Commissioner for the Newcomb Road District, Champaign County, Illinois; and
2. There is a bridge located between Sections 25 and 26, which is in poor condition and is inadequate to serve the needs of the traveling public; and
3. To ensure the adequacy of said structure for the traveling public, it is necessary that the bridge be replaced; and
4. The cost of replacing the aforesaid structure is estimated to be \$150,000, which will be more than .02% of the value of all the taxable property in the Newcomb Road District, as equalized or assessed by the Department of Revenue; and
5. The tax rate for road purposes in the Newcomb Road District was in each year for the last two (2) years not less than the maximum allowable rate provided for in Section 6-501 of the Illinois Highway Code (605 ILCS 5/6-501); and
6. The Newcomb Road District is prepared to pay 10% of the construction cost and 50% of the engineering costs associated with the replacement of said structure.

Respectfully submitted,

*Brett Cox*  
Commissioner of Highways of  
Newcomb Road District,  
Champaign County, Illinois

RESOLUTION NO.

PETITION REQUESTING AND RESOLUTION APPROVING  
APPROPRIATION OF FUNDS FROM THE COUNTY BRIDGE FUND  
PURSUANT TO 605 ILCS 5/5-501

WHEREAS, the County Board finds that based on the representations in the attached Petition, it is required pursuant to 605 ILCS 5/5-501 to provide the requested aid.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Champaign County as follows:

1. The County Board hereby appropriates from the County Bridge Fund a sufficient sum to meet 50% of the cost of engineering and 10% of the cost of construction to replace the aforesaid the structure.
2. The County Board hereby directs the County Engineer to cause plans and specifications to be prepared for said improvement.
3. The County Board hereby orders that said improvement be made under the general supervision of the County Engineer, either by the letting of a contract or by the County Highway Department doing the work.
4. The County Board hereby directs the County Engineer to certify to the County Board when the work has been satisfactorily completed to meet his or her approval. Such certificate shall include an itemized account of the cost of all items of work incurred in the completion of said improvement, and shall show the division of cost between the County and the Newcomb Road District.
5. The County Board further directs the County Engineer to file said certificate with the clerk of the Newcomb Road District.
6. This Resolution shall become effective upon its adoption.

PRESENTED, ADOPTED, APPROVED and RECORDED this 21st day of September 2017.

\_\_\_\_\_  
C. Pius Weibel, Chair  
County Board  
Champaign County, Illinois

ATTEST: \_\_\_\_\_  
Gordy Hulten, County Clerk  
and ex-officio Clerk of the  
Champaign County Board



RESOLUTION NO.

RESOLUTION AUTHORIZING THE CHAMPAIGN COUNTY  
ENGINEER TO SIGN JOINT AGREEMENTS WITH THE  
ILLINOIS DEPARTMENT OF TRANSPORTATION

WHEREAS, a Local Agency Agreement for Federal Participation and/or a Truck Access Route Program Agreement is required by the Illinois Department of Transportation for participation in projects utilizing federal and state funds on Champaign County projects; and

WHEREAS, said agreements are referred to as Joint Agreements; and

WHEREAS, said agreements must be executed by the local agency; and

WHEREAS, said agreements may be signed by an appointed official if a resolution is on file authorizing said appointed official to execute the agreement; and

WHEREAS, the Champaign County Engineer is an appointed official of Champaign County.

NOW THEREFORE BE IT RESOLVED that the Champaign County Engineer is authorized to execute Joint Agreements with the Illinois Department of Transportation for all Champaign County projects and is directed to file one copy of all approved agreements with the Champaign County Clerk.

PRESENTED, ADOPTED, APPROVED and RECORDED this 21st day of September 2017.

\_\_\_\_\_  
C. Pius Weibel, Chair  
County Board  
Champaign County, Illinois

ATTEST: \_\_\_\_\_  
Gordy Hulten, County Clerk  
and ex-officio Clerk of the  
Champaign County Board