



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

**MINUTES – APPROVED FEBRUARY 5, 2021**

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**DATE:** Friday, January 8, 2021  
**TIME:** 9:00 a.m.  
**PLACE:** Highway Building Conference Room  
1605 East Main Street, Urbana, Illinois

**Committee Members**

**Present:** Lorraine Cowart (Chair), Titianna Ammons (via Zoom), Diane Michaels, Brad Passalacqua, Cameron Raab (via Zoom), Jennifer Straub (via Zoom)

**Absent:**

**County Staff:** Jeff Blue (County Engineer), Michelle Carter (Recording Secretary)

**Others Present:** Darlene Kloepfel, County Executive (via Zoom), Jim McGuire, County Board Member, Steve Summers, County Board Member (via Zoom)

**MINUTES**

**I. Call to Order**

Committee Chair Cowart called the meeting to order at 9:02 a.m.

**II. Roll Call**

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

**III. Approval of Agenda/Addendum**

**MOTION** by Ms. Michaels to approve the agenda; seconded by Mr. Passalacqua.

**MOTION CARRIED by unanimous roll-call vote.**

**Yeas: Michaels, Ammons, Passalacqua, Raab, Straub, Cowart-6**

**Nays: None**

**IV. Approval of Minutes – November 6, 2020**

**MOTION** by Ms. Michaels to approve the minutes of the November 6, 2020 meeting; seconded by Ms. Cowart.

**MOTION CARRIED by unanimous roll-call vote.**

**Yeas: Michaels, Ammons, Passalacqua, Raab, Straub, Cowart -6**

**Nays: None**

**V. Public Participation**

None

**VI. Communications**

None

**VII. County & Township Motor Fuel Tax Claims-November & December 2020**

**MOTION** by Ms. Michaels to receive and place on file the County and Township Motor Fuel Tax Claims for November and December 2020; seconded by Ms. Straub.

**MOTION CARRIED by unanimous roll-call vote.**

**Yeas: Michaels, Ammons, Passalacqua, Raab, Straub, Cowart -6**

**Nays: None**

**VIII. Resolution Granting Authority for the County Executive to Accept an Illinois Department of Commerce & Economic Opportunity Grant on Behalf of Champaign County**

Ms. Kloeppel discussed the need for improvement in the Wilber Heights community. The roadways and drainage have deteriorated and have been a problem for several years. The neighborhood lies at the junction of several different jurisdictions that share boundaries and are only partially responsible for the subdivision. Ms. Kloeppel stated she has been working with Representative Mike Marron to negotiate an improvement plan that involves the reconstruction of Wilber Avenue by the Illinois Department of Transportation, followed by the transfer of Wilber Avenue ownership from IDOT to Somer Township for future maintenance, and accompanied by repairs to the main conduit that drains water running under the railway tracks to the south of the subdivision. IDOT will pay for the reconstruction and Representative Marron has contributed his member initiative funds of \$250,000.00 for this infrastructure improvement project, which will be managed through a grant from the Illinois Department of Commerce & Economic Opportunity Grant. Mr. Blue stated the DCEO funds will mostly be used to improve the drainage on Wilber Avenue. Mr. Summers said the problems have been ongoing for years and this is great news for the community and for the residents that live there. Ms. Michaels agreed this is great news and asked to be kept in the loop.

**MOTION** by Ms. Michaels to approve the resolution; seconded by Ms. Straub.

**MOTION CARRIED by unanimous roll-call vote.**

**Yeas: Michaels, Ammons, Passalacqua, Raab, Straub, Cowart -6**

**Nays: None**

**IX. Petition Requesting and Resolution Approving Appropriation of Funds from the County Bridge Fund, Harwood Township #19-11083-00-BR**

Mr. Blue explained there is a culvert in Harwood Township located between sections 35 & 26 which is in poor condition and needs replaced. The estimated cost of the project is \$11,800.00.

**MOTION** by Ms. Michaels to approve the resolution; seconded by Mr. Passalacqua.

**MOTION CARRIED by unanimous roll-call vote.**

**Yeas: Michaels, Ammons, Passalacqua, Raab, Straub, Cowart -6**

**Nays: None**

**X. Petition Requesting and Resolution Approving Appropriation of Funds from the County Bridge Fund, Crittenden Township #20-08105-00-BR**

Mr. Blue discussed a culvert in Crittenden Township located on 200 North which needs replaced. The cost of replacing the project is \$27,500.00.

**MOTION** by Mr. Passalacqua to approve the resolution; seconded by Ms. Straub.

**MOTION CARRIED by unanimous roll-call vote.**

**Yeas: Michaels, Ammons, Passalacqua, Raab, Straub, Cowart -6**

**Nays: None**

**XI. Resolution for Contract Award Authority, CH 13 Section #19-00077-00-BR**

Mr. Blue requested Contract Award Authority for a bridge replacement on CH 13, North of Broadlands, as long as the bid total is within 10 percent of the engineer's estimate. This project is a full replacement and the road will be closed for approximately 3 months.

**MOTION** by Mr. Passalacqua to approve the resolution; seconded by Mr. Raab.

**MOTION CARRIED by unanimous roll-call vote.**

**Yeas: Michaels, Ammons, Passalacqua, Raab, Straub, Cowart -6**

**Nays: None**

**XII. Overview of the FY 2021 Highway Department Budgets**

Mr. Blue discussed each of the Highway Department funds highlighting the revenue sources for each fund and explaining the major expense categories. The Highway Fund receives revenue from property taxes, vehicle maintenance, equipment rental, and engineering fees. He explained that the Highway Fund budget is used primarily for personnel, maintenance, heavy equipment purchases, and everyday expenses. He explained that each year funds are set aside for the Highway Building Capital Fund. This is where funds accumulate until capital repairs are necessary. Next, he discussed the County Bridge Fund. The revenue for this fund is from property taxes and the funds are used to fix and replace bridges. The revenue from the State of Illinois gas tax is deposited into the Motor Fuel Tax Fund for road and bridge maintenance and improvements. The Federal Aid Matching Fund receives property tax revenue that is set aside to match Federal projects that require local matching funds. Finally, he discussed the IDOT REBUILD Grant. The funds received from this grant will be received over a period of 3 years and they must be used on transportation projects with an average life greater than 13 years. Committee members were provided a copy of the FY 2021 Highway Department Budget.

**XIII. Other Business**

None

**XIV. Chair's Report**

None

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

Ms. Cowart stated that items VIII thru XI be placed on the consent agenda.

**XVI. Adjournment**

There being no further business, Ms. Cowart adjourned the meeting at 9:50 am.

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