



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

MINUTES – APPROVED JUNE 10, 2022

DATE: Friday, May 6, 2022
TIME: 9:00 a.m.
PLACE: Highway Building Conference Room
1605 East Main Street, Urbana, Illinois

Committee Members

Present: Lorraine Cowart, Samantha Carter, Jim McGuire, Diane Michaels, Brad Passalacqua
Absent: Jennifer Straub, Wayne Williams

County Staff: Jeff Blue (County Engineer), Michelle Carter (Accountant/Office Manager), Rita Morocoima-Black (Planning and Community Development Director), Mimi Hutchinson (CCRPC/Program Compliance Oversight Monitor), Matt Banach (Chief of the Civil Division, Champaign County State's Attorney's Office)

Others Present:

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

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

IV. Approval of Minutes – April 8, 2022

MOTION by Ms. Michaels to approve the minutes of the April 8, 2022 meeting; seconded by Ms. Carter.
Upon vote, the **MOTION CARRIED unanimously.**

V. Public Participation

Mr. Blue introduced the Highway Department's newly hired employees, Angie Corray (MFT Highway Accountant), and Eric Hewitt (Surveyor).

VI. Communications

None

VII. County & Township Motor Fuel Tax Claims-April 2022

MOTION by Ms. Carter to receive and place on file the County and Township Motor Fuel Tax Claims for April 2022; seconded by Ms. Michaels.

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

VIII. C-CARTS Updated CARES Application

Ms. Hutchinson provided information and requested approval of an updated application for Section 5311 CARES Act Grant for Fiscal Year 2023. In the updated application, Champaign County is now requesting \$215,300 for the installation of 10 bus shelters in Rantoul.

MOTION by Mr. McGuire to approve the updated FY 23 C-CARTS 5311 Grant Application; seconded by Mr. Passalacqua.

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

Ms. Hutchinson requested approval of an updated Intergovernmental Agreement between Champaign County and the Champaign-Urbana Mass Transit District for 2022-2024.

MOTION by Ms. Carter to approve the updated Intergovernmental Agreement between Champaign County and the Champaign-Urbana Mass Transit District; seconded by Mr. Passalacqua.

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

IX. Purchasing Policy specific to Federal Transit Administration (FTA)-Funded Grants

Mr. Banach informed the committee that grantees who receive funding from the Federal Transit Administration (FTA) must, per federal law, have a procurement policy which meets the requirements of a wide range of federal regulations specific to FTA-funded projects. The Illinois Department of Transportation recently determined that Champaign County's existing procurement policy does not meet the requirements.

MOTION by Mr. McGuire to adopt the FTA/IDOT approved procurement policy for Champaign County; seconded by Mr. Passalacqua.

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

X. Resolution Awarding of Contract for the Repair of Structure 010-3004 Located on County Road 19 and Appropriating Funds from the County Bridge Fund Section #19-00074-00-BR

Mr. Blue discussed the May 3, 2022, letting results for the repair of Structure 010-3004 on County Road 19. White Construction submitted the low bid of \$415,950.00. The engineer's estimate for the project was \$295,250.00. The committee discussed the rising cost of projects and the financial impact on the County Bridge Fund.

MOTION by Ms. Carter to approve the resolution; seconded by Mr. McGuire.

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

XI. Resolution Awarding of Contract for a Railroad Crossing Upgrade on County Road 2300N and Appropriating Funds from County Highway Funds, Somer Township, Section #19-25452-00-SP

Next, Mr. Blue discussed the May 3, 2022 letting results for the Railroad Crossing Upgrade on County Road 2300N in Somer Township. Illiana Construction Company submitted the low bid of \$97,987.40. Mr. Blue explained that with the increase of cost, updated forms need to be submitted for approval to the Illinois Commerce Commission.

MOTION by Ms. Michaels to approve the resolution; seconded by Ms. Carter.

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

XII. Petition Requesting and Resolution Approving Appropriation of Funds from the County Bridge Fund, Champaign Township, Section #22-03122-00-BR

Mr. Blue stated there is a bridge located on Windsor Road just west of Staley Road in Champaign Township that needs the bridge deck replaced. The cost for the bridge deck replacement is estimated at \$250,000.00. Champaign Township is prepared to pay 50% of the local cost for construction and 50% of the engineering costs associated with the replacement.

MOTION by Mr. Passalacqua to approve the resolution; seconded by Mr. McGuire.
Upon vote, the **MOTION CARRIED unanimously.**

XIII. Petition Requesting and Resolution Approving Appropriation of Funds from the County Bridge Fund, Champaign Township, Section #22-03123-00-BR

Mr. Blue discussed another bridge located on Kirby Road in Champaign Township that also needs the bridge deck replaced. The estimated cost for the project is \$250,000.00. Mr. Blue said he would like to bid the 2 bridges in Champaign Township together as a package. Champaign Township is prepared to pay 50% of the local cost for construction and 50% of the engineering costs associated with the replacement.

MOTION by Mr. Passalacqua to approve the resolution; seconded by Mr. McGuire.
Upon vote, the **MOTION CARRIED unanimously.**

XIV. Petition Requesting and Resolution Approving Appropriation of Funds from the County Bridge Fund, South Homer Township, Section #22-26124-00-BR

Mr. Blue stated there is a bridge in South Homer Township just south of Homer Lake Road that needs the bridge rail replaced. The estimated cost of replacing the bridge rail is \$15,130.00. South Homer Township is prepared to pay one-half the cost of the replacement.

MOTION by Ms. Carter to approve the resolution; seconded by Ms. Michaels.
Upon vote, the **MOTION CARRIED unanimously.**

XV. Agreement for Employment of the Champaign County Engineer

XVI. Resolution Granting Authority for the County Clerk to Certify and Submit a Resolution Reappointing the County Engineer on Behalf of Champaign County

Mr. Blue stated his current employment agreement as County Engineer with Champaign County is effective through October 11, 2022. Mr. Blue presented an updated agreement for the period of October 12, 2022 through October 11, 2028. He also provided a resolution granting the authority for the County Clerk to certify and submit a resolution reappointing the County Engineer on behalf of Champaign County for the term of October 12, 2022 to October 11, 2028.

MOTION by Ms. Carter to approve the Agreement for Employment of the Champaign County Engineer and approve the Resolution Granting Authority for the County Clerk to Certify and Submit a Resolution Reappointing the County Engineer on Behalf of Champaign County; seconded by Mr. Passalacqua.

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

XVII. Other Business

None

XVIII. Chair's Report

None

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

Ms. Cowart stated that items VIII -XVI be placed on the consent agenda.

XX. Adjournment

There being no further business, Ms. Cowart adjourned the meeting at 10:02 AM.

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