



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

MINUTES – Approved January 6, 2023

DATE: Friday, November 4, 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,
Jennifer Straub

Absent: Wayne Williams

County Staff: Jeff Blue (County Engineer), Michelle Carter (Accountant/Office Manager)

Others Present: Steve Summers, Tonya Weatherly

MINUTES

I. Call to Order

Committee Chair Cowart called the meeting to order at 9:12 a.m.

II. Roll Call

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

III. Approval of Agenda/Addendum

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

IV. Approval of Minutes – September 9, 2022

MOTION by Mr. McGuire to approve the minutes of the September 9, 2022 meeting; seconded
by Mr. Passalacqua.
Upon vote, the **MOTION CARRIED unanimously.**

V. Public Participation

None

VI. Communications

None

VII. County & Township Motor Fuel Tax Claims-August, September, October 2022

MOTION by Ms. Carter to receive and place on file the County and Township Motor Fuel Tax
Claims for August, September, and October 2022; seconded by Ms. Michaels.
Upon vote, the **MOTION CARRIED unanimously.**

VIII. Resolution Appropriating County Motor Fuel Tax Funds for County Road Maintenance Section #23-00000-00-GM

Mr. Blue requested approval of a Resolution appropriating \$1,338,750.00 of County Motor Fuel Tax Funds for the 2023 estimated costs for County Road maintenance. The maintenance costs for fiscal year 2023 include the purchase of oil, rock, salt, street signs, striping of the roads, and equipment rental.

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

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

IX. Resolution Appropriating County Motor Fuel Tax Funds for the Salary and Estimated Expenses of the County Engineer for the Period from January 1, 2023 thru December 31, 2023

Mr. Blue discussed the resolution appropriating County Motor Fuel Tax Funds for the County Engineer's salary for fiscal year 2023.

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

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

X. Resolution for Contract Award Authority, Township Aggregate

For aggregate hauling to begin the first of the year, Mr. Blue requested award authority for the fiscal year 2023 township aggregate. The Township rock letting is typically held in December. A bid tab showing the results of the letting will be presented at the January 2023 Highway Committee Meeting.

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

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

XI. FY 2023 Budget Review

Mr. Blue discussed the Highway Department funds highlighting the revenue sources for each fund and explaining the major expense categories. The Highway Fund receives revenue primarily from property taxes. 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 and culverts. There are 2 bridges in Champaign Township and a bridge in Ludlow Township that are scheduled for re-decking next summer. Also, a bridge in Pesotum Township needs rebuilt as soon as approval is given by the State Historic Preservation Office.

The revenue from the State of Illinois gas tax is deposited into the Motor Fuel Tax Fund for road and bridge maintenance and improvements. There are 3 projects scheduled for fiscal year 2023. These include a cold in place recycle on County Highway 12, a cold in place recycle with hot mix overlay on County Highway 24, and a bridge deck replacement on County Highway 6. He also explained the need to budget for County Highway 18 right of way expenses.

The Federal Aid Matching Fund property tax revenue is set aside to match Federal projects that require local matching funds. The fund balance will be used in fiscal year 2024.

Lastly, he discussed the IDOT REBUILD Grant. Champaign County received 5.8 million dollars of REBUILD funds which must be spent by 2025. Champaign County will expend this fund by the

end of 2023. The balance of this fund will be used for a bridge replacement on County Highway 32.

The committee discussed road conditions in Champaign County and the scheduled improvements.

Mr. Blue stated the price for salt this year is \$109.50 per ton.

XII. Other Business

Mr. Blue said the Highway Department will have an employee recognition luncheon. Once the date is set, he will send an invite to the Highway Committee members.

Ms. Michaels discussed stop signs in rural Thomasboro.

Ms. Straub asked if anyone from Urbana had contacted Mr. Blue regarding putting a school in the unincorporated area of town.

XIII. Chair's Report

None

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

Ms. Coward stated that items VIII, IX, and X be placed on the consent agenda.

XV. 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.*