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

Committee Members:
Lorraine Cowart – Chair
Max Mitchell – Vice-Chair
Chris Alix
Steve Summers
Brad Clemmons
Jim McGuire
Diane Michaels
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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(217) 384-3776 (217) 384-3896 Fax
MINUTES – SUBJECT TO REVIEW AND APPROVAL

DATE: Friday, August 11, 2017
TIME: 9:00 a.m.
PLACE: Highway Building Conference Room

1605 East Main, Urbana, IL

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

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

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

IV. Approval of Minutes – June 9, 2017
MOTION by Mr. Weibel to approve the minutes of the June 9, 2017 meeting; seconded by Ms. Michaels. Upon vote, the MOTION CARRIED unanimously.

V. Public Participation
None

VI. Communications
None

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

VIII. Resolution Appropriating $350,000.00 from Highway Federal Aid Matching Funds for the Improvement of County Highway 13, Section #17-00445-00-RS.
Mr. Blue informed the committee that the project would be a hot-in-place recycling job. Also, that 80% of the cost would be paid by federal dollars. The project extends from the Homer-Sidney Road to the County line. Mr. Weibel asked where County Highway 13 leads. Mr. Clemmons answered the town of Newman. Mr. Blue said it eventually runs to Route 36.
MOTION by Mr. Weibel to approve the resolution; seconded by Mr. Mitchell. Upon vote, the MOTION CARRIED unanimously.

IX. Resolution Appropriating $30,427.00 from County Motor Fuel Tax Funds for Champaign County’s Share of the Champaign-Urbana Urbanized Area Transportation Study, Section #17-00000-00-ES.

Ms. Michaels said the dollar amount has stayed the same. She asked Mr. Blue if he thought the County’s portion would be changing anytime soon. Mr. Blue said CUUATS receives money from the State and Federal government; he does not see there being a significant change for the County.

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

X. Resolution Rescinding Resolution #9958 Section #17-00446-00-SW.

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

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

XI. Resolution Appropriating $400,000.00 from County Highway Funds for County Wide Improvement of ADA Compliant Sidewalk Ramps Section #17-00446-00-SW.

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

XII. 2018 Highway Department Budget

Mr. Blue discussed the proposed Highway Budget for 2018. He stated the format for this year was changed; the department heads will not be presenting their budgets to the County Board. A brief overview will be presented to the County Board. Mr. Blue wanted to provide the Highway Committee with a more in depth look at the Highway Fund Preliminary Budget. Mr. Blue stated that the County Highway Department funds are derived from five sources and the anticipated Federal allocation to Champaign County is $837,633 for Fiscal year 2018. Mr. Blue explained the funding sources and programs available for the 28 townships in Champaign County. The committee discussed the increase in township valuations. Mr. Blue discussed the budget highlights for the Highway Fund. He said the budgeted surplus reestablishes reserve funds in 2017 that were “borrowed” for truck purchases and building repairs in 2016. He also explained the Highway Department has budgeted $100,000 to begin funding a building maintenance fund in 2018. Each year $100,000 will be budgeted and transferred to a “sinking fund” for building maintenance and repairs. Mr. Mitchell asked about the sale of the highway trucks. Mr. Blue said the Highway Department received $107,000 for the four trucks. Mr. Blue discussed the fund balance goal of $1,000,000. He also discussed the average pavement condition index of 75.3 for the 200 miles of County Roads maintained by the County Highway Department. In 2018, we will be receiving approximately $2,000,000 in Federal Highway Safety Improvement Funds to upgrade guardrails throughout our highway system. Mr. Blue said we will replacing guardrails at 50-60 locations. Mr. Blue said guardrails would not be replaced on bridges that are scheduled to be replaced in the next 5-10 years. The project will probably be bid in the fall of 2018 with construction in 2019. We will also be receiving $300,000 in Federal Highway Safety Improvement Funds to place stop signs at all uncontrolled...
intersections on the Township Road System. Mr. Mitchell asked about posting a warning sign for the
guardrails that will not be replaced. Mr. Blue said then you are admitting liability. Mr. Blue said the old
guardrails are grandfathered in. Mr. Blue said that guardrails do not make the roads better to travel on
but do make them safer.
Next, Mr. McGuire asked about the full time employee count increasing from 20 to 21 for FY 2017 and
2018. Mr. Blue explained that the Highway Department has 21 full time employees approved by the
County Board. The Highway Department had an opening when John Marker retired. The Highway
Department hired an engineer from IDOT who worked for the County for a couple of years. The position
has been vacant for a few years. Mr. Blue stated he does not want to go out and hire just anyone for
the position. Mr. Blue informed the committee he has someone he is interested in hiring for the
position. He provided background information and details why he thinks the candidate would add value
to the department. Mr. Blue said the job was posted and he will interview qualified candidates for the
position. Mr. Blue discussed the benefits of having another full time engineer who will be able to do the
design work that the County currently pays an outside consultant; hiring another Professional Engineer
will benefit the department when other engineers in the department retire. In addition, the candidate
will become certified to perform bridge inspections. Mr. Mitchell asked where the additional dollars
normally spent on outside consulting would go. Mr. Blue said the additional funds would go towards
construction and the new Engineer’s salary. Mr. Mitchell asked if the County has an incentive program
for additional certification. Mr. Blue said the County pays for the education/certification but the salary
is not increased. Mr. Snider stated that the County does not have the funds to offer incentives. He said
he would like to see a technical ladder for some of the departments where the compensation is out of
sync with the market. Mr. Snider said he strongly supports Mr. Blue’s decision for hiring an Engineer.
He said Mr. Blue has identified a gap in our competencies. Mr. Snider also discussed the County budget
deficit and his appreciation of the Highway Department stepping up to help the General Fund Budget.
Mr. Clemmons asked how many projects are currently

XIII. Other Business
Mr. Blue discussed an issue with the renaming of Lincoln Avenue. The new portion must be named Lincoln Avenue and the small portions will be renamed. Mr. Blue also discussed the dates for the upcoming October meeting. The October meeting date will be discussed at the September meeting.

Mr. Summers asked about the appropriate channel to follow up on a question about liability insurance with CUMTD. Mr. Blue stated he should contact RPC. Mr. Mitchell asked about the Commercial Transportation Route presentation. Mr. Blue said he would ask Rita Morocoima-Black from RPC to present at the September meeting. Ms. Michaels informed Mr. Blue that she has received several calls regarding the condition of the road in Thomasboro. Mr. Blue questioned which road they were referring too. He stated that the County did not do any work on the overpass. The overpass belongs to the state. Ms. Michaels said she would drive by the location. Mr. McGuire asked about a stop sign at the intersection of Cottonwood and Anthony. Mr. Blue said he would have to contact Jim Prather, Urbana Township Road Commissioner.

XIV. Chair’s Report

None

XV. Designation of Items to be Placed on Consent Agenda

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

XVI. Adjournment

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

**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

<table>
<thead>
<tr>
<th>Req No.</th>
<th>Payee</th>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>72</td>
<td>City of Urbana</td>
<td>Construction Services for 11-00334-01-PV</td>
<td>2,441.19</td>
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<td>74</td>
<td>Varsity Striping</td>
<td>Striping various County Highways FY2017</td>
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<td>75</td>
<td>City of Urbana</td>
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<td>Open Road Paving</td>
<td>Pay estimate #3 for 14-00438-00-RS</td>
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<td>77</td>
<td>Hall Signs</td>
<td>Barr stripe tape left and right</td>
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<td>80</td>
<td>Lehigh Hanson</td>
<td>50.59 tons CA-6/10</td>
<td>556.49</td>
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<td>82</td>
<td>Champaign Co Treas</td>
<td>Equipment Rental Apr-Jun</td>
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<td>83</td>
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<td>Engineering fees 14-00438-00-RS</td>
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<td>Emulsicoat</td>
<td>HFE-90 FOB</td>
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<td>86</td>
<td>IACE</td>
<td>Fall Conference Reg. Fee</td>
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<td>UofI Center for Transportation</td>
<td>Bituminous Conference Reg. Fee</td>
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<td>Emulsicoat</td>
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<td>Tuscola Stone</td>
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<td>Lehigh Hanson</td>
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<td>92</td>
<td>Cummins Engineering</td>
<td>16-00444-00-GM Guardrail Project Engineering Fees</td>
<td>932.59</td>
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73, 78, 79, 81, 85, 88  ALL VOIDS  

$676,161.59

## TOWNSHIP MOTOR FUEL TAX CLAIMS FOR AUGUST

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<tr>
<th>Req No.</th>
<th>Payee</th>
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<tr>
<td>57</td>
<td>Emulsicoat</td>
<td>East bend Twp 2.71 tons HFE-90 FOB</td>
<td>955.28</td>
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<td>58</td>
<td>Illiana Construction Co.</td>
<td>Odgen Twp 40.94 tons HFE-90 Furnish and Spread</td>
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<td>Illiana Construction Co.</td>
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<td>Pro Agr Inc</td>
<td>Compromise Twp 379.66 tons CM-16/hauling</td>
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<td>Woodworth &amp; Sons</td>
<td>East Bend Twp Spreading of HFE-90 on roads</td>
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<td>Emulsicoat</td>
<td>Rantoul Twp 145.08 tons HFE-90 FOB</td>
<td>51,140.71</td>
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<td>71</td>
<td>Tuscola Stone</td>
<td>Somer Twp 919.25 tons CA-15 Furnished and Delivered</td>
<td>17,235.97</td>
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<td>South Homer Twp 122.69 tons HFE-90 Furnished and Spread</td>
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<td>Illiana Construction Co.</td>
<td>Spread</td>
<td>55,765.56</td>
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<td>Tolono Twp 137.37 tons HFE-90 Furnished and Spread</td>
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<td><strong>$480,212.57</strong></td>
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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 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