

Minutes of the Transportation Committee

The Transportation Committee of the McLean County Board met on Tuesday, December 7, 2004 at 8:00 a.m. in Room 404 of the Government Center, 115 E. Washington Street, Bloomington, Illinois.

Members Present: Chairman Bass, Members Cavallini, Dean, Hoselton and O'Connor

Members Absent: Member Baggett

Other Members Present: None

Staff Members Present: Mr. John Zeunik, County Administrator;
Ms. Christine Northcutt, Recording Secretary,
County Administrator's Office

Department Heads Present: Mr. Jack Mitchell, County Engineer

Others Present: Ms. Jennifer Sicks, Regional Planning
Commission; Ms. Christine Brauer, Regional
Planning Commission

Chairman Bass called the meeting to order at 8:01 a.m.

Chairman Bass informed the Committee that Mr. Terry Baggett, the Committee's newest Member had informed him that he would not be able to attend today's meeting due a scheduling conflict. Chairman Bass noted that Mr. Baggett should be able to attend the January Meeting of the Transportation Committee.

Chairman Bass presented the Minutes of the November 2, 2004 meeting for approval.

Motion by Hoselton/Cavallini to approve the Minutes of the November 2, 2004 meeting of the Transportation Committee. Motion carried.

Chairman Bass informed the Committee that the next item on the agenda is the payment of the November 2004 bills. Chairman Bass noted that he has a letter from Ms. Jackie Dozier, County Auditor, recommending payment of the bills.

**Ms. O'Connor entered the meeting at 8:06

Mr. Cavallini asked what is the line item for *Bentley Systems, Inc.* for a software license agreement. Mr. Mitchell replied that is for *MicroStation Software*, which is one of the versions of the CAD software. Mr. Mitchell stated that the County Highway Department started out using the other version of CAD software, *AutoCAD*. They are making the switch because Illinois Department of Transportation (IDOT) now uses *MicroStation*. Mr. Mitchell added that the majority of Counties are now using *MicroStation* software. Mr. Hoselton asked how much over budget is the cost of fuel per gallon. Mr. Mitchell responded that it is approximately a \$.20 per gallon over what was originally budgeted.

Motion by O'Connor/Cavallini to recommend approval of the bills for November, 2004 as submitted by the County Auditor. Motion carried.

Chairman Bass stated that the first item on the agenda is consideration of a Motor Fuel Tax Maintenance Resolution. Chairman Bass asked Mr. Mitchell to present this item to the Committee. Mr. Mitchell stated that the proposed Motor Fuel Tax (MFT) Maintenance Resolution appropriates the Motor Fuel Tax Maintenance Funds for the year. Mr. Mitchell stated that the Highway Department is appropriating \$1,825,000.00 for FY'2005. Last year the amount appropriated was \$1,800,000.00. Mr. Mitchell informed the Committee that there is a concerted effort to keep costs down, but the increase in the price of oil per

barrel affects the maintenance expense. Mr. Mitchell stated that the MFT Fund is used to purchase oil for the oil and chip roadwork.

Motion by Cavallini/O'Connor to recommend approval of the MFT Maintenance Resolution.
Motion carried.

Chairman Bass stated that the next item on the agenda is the County Engineer MFT Resolution. Chairman Bass asked Mr. Mitchell to present this item. Mr. Mitchell informed the Committee that Mr. Zeunik should probably present this item. Mr. Zeunik explained that this is the meeting in which the Transportation Committee needs to conduct the annual review of the County Engineer and establish the salary for 2005. Mr. Zeunik stated that it may be appropriate for the Committee to complete all of the other items and come back to this item and consider it in Executive Session. Chairman Bass agreed.

Chairman Bass stated that the next item on the agenda is the letting results from December 1, 2004 for County and Township projects. Chairman Bass asked Mr. Mitchell to present this item. Mr. Mitchell stated that the bid tab and the results are included in the Committee's agenda packets. Mr. Mitchell explained that this letting is for bids for companies to pick up gravel various gravel pits or stone quarries around the County and deliver it to the work site or the department. Mr. Hoselton asked how the bids in group three could come so close to the Engineer's estimate. Mr. Mitchell responded that those bids are for material at the pit, not for haul. The Highway Department hauls those materials and that cost is figured into finding the lowest bidder. Mr. Dean asked what the cost is for the County to haul the materials from the pit. Mr. Mitchell replied that cost is figured at \$.15 per ton-mile.

Motion by Hoselton/Cavallini to recommend approval of Letting Results from December 1, 2004 for County and Township Projects.
Motion carried.

Chairman Bass stated that the next item is the 2003 MFT County Projects Audit and the 2003 MFT County Road Districts Audit to be filed with the County Board. Mr. Mitchell informed the Committee that he has provided them with a sampling from both audits in their agenda packets. Mr. Mitchell noted that the audits are both very lengthy and are on file at the Highway Department if any of the Committee Members would care to review it in its entirety. Mr. Mitchell informed the Committee that their charge is to recommend approval of the audits and forward the audits to the County Board.

Motion by Hoselton/O'Connor to recommend approval of the #70 MFT County Projects Audit and the #51 MFT County Road Districts Audit.
Motion carried.

Chairman Bass asked Mr. Mitchell to present the informational items to the Committee. Mr. Mitchell stated that the first item concerns a question that was raised on the monthly bills at last month's meeting. There was a payment of \$68,000.00 to the Town of Normal that was questioned by one of the Committee Members. Mr. Mitchell stated that payment was issued via Intergovernmental Agreement. Mr. Mitchell explained that the County received \$68,000.00 for inspection fees for the Franklin Heights Subdivision which lies within the County. Mr. Mitchell noted that this Subdivision will be annexed into the Town of Normal and the Town has agreed to perform the inspections pursuant to the Intergovernmental Agreement.

Mr. Mitchell informed the Committee that he also included in the Committee's packets an article titled *"Ready for the Defense—Immunity for Not Installing Traffic Controls, but not for Improper Installation."* Mr. Mitchell noted that now and then the Highway Department receives requests for signs to be installed in various areas. This article explains that if a governmental entity installs a sign, the local government is they are subject to liability. However, the local government is not subject to liability if they simply do not install the sign. Mr. Dean thanked Mr. Mitchell for the information, but added that he did not agree that the article presented adequate reasons to not install signage.

Chairman Bass asked Mr. Mitchell to present the next item which is a road work status report. Mr. Mitchell stated that the last road being worked on this season is Stringtown Road. Mr. Mitchell stated that Rowe Construction, Inc. has placed the binder on this road and the aggregate shoulders. Mr. Mitchell stated that the Highway Department will finish this project next spring.

Mr. Mitchell stated that the budget report can be found on pages 37-48 in the Committee's agenda packet. Mr. Mitchell stated that he would be happy to address any questions that the Committee may have. Ms. O'Connor asked why the Road Maintenance item is at 180% of budget. Mr. Mitchell responded that PJ Keller Highway was sealed this year unexpectedly because the State of Illinois moved that project up on its federal letting. Mr. Cavallini commented that PJ Keller Highway is now in very good shape.

Ms. O'Connor asked why the Engineering and Design line item was over budget. Mr. Mitchell replied that was the tail end of the engineering work on Towanda-Barnes Road. Mr. Mitchell stated that there was also a consultant hired for work done on the Danvers-Carlock Road which was not initially anticipated.

Chairman Bass asked Mr. Mitchell if he had any other items.

Mr. Mitchell stated that he had two other items for the Committee's information. Mr. Mitchell stated that the Illinois Secretary of Transportation has issued a press release stating effective November 15, 2004 the IDOT Districts have changed and the McLean County Highway Department is now part of District #5. Mr. Mitchell noted that he understands that the change will not be immediate and State funding will be available as it has been in the past. The Illinois County Engineers were instructed to program their federal projects for 2006 through their current districts. McLean County's current district is District #3. The transition will take a full year to complete.

Mr. Mitchell stated that he also wanted to inform the Committee that the City of Bloomington is involved in replacing a water main on Pipeline Road. Mr. Mitchell stated that the City is laying a new 30"-36" water main to handle the increased water pressure that they need to run through the main. Mr. Mitchell stated that in discussions with the City of Bloomington, they have informed him that there is no place to store the new materials on the field side and that they will need to be stored on the roadside. The City has purchased easements from the centerline of the road out 50 feet into the field. The City of Bloomington has requested to post that portion of the road at a construction speed limit of 45 MPH. Mr. Mitchell stated that he is checking to see if this speed limit posting can be done without County Board approval. If it does need County Board approval, the Transportation Committee will need to approve this item at a Stand-Up Committee Meeting. Mr. Mitchell stated that he just wanted to make the Committee aware of this situation.

Chairman Bass reminded the Committee that they should all remember to make an ongoing effort through our local legislators to help find funding to fix the three overpasses which remain in poor shape in Shirley, Lexington and Chenoa. Mr. Mitchell stated that he recently spoke with an IDOT representative who used to be the head of local roads at the Springfield central bureau. This gentleman reviewed the agreements and he concluded that these agreements may be maintenance agreements, rather than jurisdictional agreements. He suggested that the Highway Department pursue this issue with the newly appointed Regional Engineer.

Mr. Dean asked where the McLean County Highway Department's new IDOT Regional headquarters would be. Mr. Mitchell replied that they will be in Paris, IL.

There being nothing further to come before the Committee at this time, Chairman Bass stated that he would entertain a motion to enter into Executive Session to discuss the County Engineer's Annual Performance Evaluation.

Motion by Cavallini/Hoselton to enter into Executive Session to discuss the County Engineer's Employment Contract at 8:59 a.m. with the Committee Members and the County Administrator present. Motion carried.

Motion by Cavallini/Dean to return to Open-Session at 9:35 a.m. Motion Carried.

The Transportation Committee returned to Open-Session and invited Mr. Mitchell to rejoin the Committee. Chairman Bass advised Mr. Mitchell that the Committee completed an evaluation of his performance in conjunction with Mr. Zeunik and the Committee is pleased to recommend a four-step merit increase.

Motion by O'Connor/Cavallini to recommend approval of the Resolution setting the salary of the County Engineer. Motion carried.

Mr. Mitchell thanked the Committee for recommending the increase in his annual salary.

With no further business to come before the Committee at this time, Chairman Bass adjourned the meeting at 9:45 a.m.

Respectfully submitted,

Christine Northcutt
Recording Secretary

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