

Ms. Harris asked why the Committee is recommending approval of bills that have already been paid. Mr. Schmitt responded that the Auditor has also certified that the bills are in compliance with McLean County budget and Board adopted ordinances and resolutions. Mr. Bill Wasson, County Administrator, added that all bills must be approved by the County Board. He noted that local governments are also required by the Illinois Prompt Payment Law to pay in a prompt manner. Most bills are required to be paid within 30 days. If there was a question relative to a specific bill, the bill would be returned to the Auditor's Office for review.

Mr. Buchanan asked if all bills for the County Highway are paid from the five funds listed on the bills. Mr. Schmitt stated that all County Highway Department bills are paid from the following funds:

- Highway Fund
- Bridge Matching Fund
- Motor Fuel Fund
- Township Motor Fuel Fund
- Township Bridge Fund
- Matching Tax Fund

Motion by Buchanan/Harris to recommend
Payment of the January 31, 2014 bills
as Submitted by the County Auditor.
Motion carried.

Acting Chairman Soeldner presented the first Item for Action, Engineering Services Agreement – Farnsworth Group, Inc. – Martin Road District, 1700 North Road – Williams Bridge.

Mr. Schmitt advised that this Engineering Agreement is for the replacement of a Township Bridge in Martin Road District. The bridge is a timber pile structure that the State of Illinois reviewed and performed a load rating. If the bridge can be under construction for replacement by 2015, the State will not post a weight limit. He presented pictures showing the rot damage to the timber pile bracing and planking. The cap carrying the load between the damaged piles is cracking. He recommended approval of the Engineering Services Agreement.

Mr. Buchanan asked if the State does a routine inspection or if the inspection is done due to reports done by the Department. Mr. Schmitt responded that Department reports are sent to the State which they evaluate. The County can also request an inspection.

There are five timber pile structures left in the County, all in the Township system. Two will be replaced this year; one has been repaired. The other two structures will be evaluated regularly.

Ms. Pyne asked what year this timber pile bridge was built. Mr. Schmitt responded that the bridge was built in 1953, lasting 61 years. The decking structure is in good condition. If it were not for the deteriorating timber pile the bridges would not need replacing. The Department is expecting a life span of 70-80 years on these replaced Township bridges.

Acting Chairman Soeldner asked if the Township participates in funding the project. Mr. Schmitt noted that the funding is:

- Township Bridge Program Funding 80%
- County Funding 10%
- Township Funding 10%

Motion by Harris/Robustelli to recommend approval of the Engineering Services Agreement – Farnsworth Group, Inc. – Martin Road District, 1700 North Road – Williams Bridge.
 Motion carried.

Acting Chairman Soeldner continued with the Emergency Appropriation Ordinance.

Mr. Schmitt reported that the Department has purchased right-of-way for the CH 12 project being done in 2014 and the Towanda-Barns Road project for 2015. This Ordinance will appropriate additional funding for the right-of-way acquisition.

Acting Chairman Soeldner asked if there is a standard formula to determine the cost paid for right-of-way. Mr. Jerry Stokes, Assistant County Engineer, responded that past land sales are considered. Land location and zoning also determine costs per acre. He advised that if the purchase is over \$10,000, an appraisal is required.

Mr. Schmitt recommended the following:

	<u>ADOPTED</u>	<u>ADD</u>	<u>AMENDED</u>
County Motor Fuel Tax			
Unappropriated Fund Balance			
0123-0055-0056-0400-0000	\$800,000	\$33,500	\$833,500

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County Motor Fuel Tax

Purchase of Right of Way

0123-0055-0056-0820-0001	\$64,665	\$33,500	\$98,165
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Motion by Harris/Robustelli to recommend approval of the Emergency Appropriation Ordinance.

Motion carried.

Acting Chairman Soeldner presented the Towanda Barnes Road, CH 29 – Sec 13-00165-01-RS; 1. Motor Fuel Tax (MFT) Resolution. 2. Matching Tax Resolution.

Mr. Schmitt stated that the Supplemental Resolution is for the 2.61 mile resurfacing project located on CH 29 from Ireland Grove Road to U. S. 150. The first Resolution will allocate \$425,000 from the County's allotment of Motor Fuel Tax Fund. The Matching Tax Resolution will appropriate \$1,100,000 from the Matching Tax Fund for the construction of the CH 29 project.

Mr. Schmitt advised that on the Towanda Barnes Road the Department is seeing some failure on the joints where the two lanes are laid. Good compaction density is lost on the edges creating some water infiltration creating a freeze-thaw pop out problem. The Department is going to lay the lanes simultaneously which will allow for better compaction on the warm joints. Mr. Schmitt added that sidewalk approaches will be brought up to standard for ADA compliance. He explained the resurfacing procedure to the Committee.

Motion by Pyne/Buchanan to recommend approval of the Towanda Barnes Road, CH 29 – Sec 13-00165-01-RS; 1. Motor Fuel Tax (MFT) Resolution.

2. Matching Tax Resolution.

Motion carried.

Acting Chairman Soeldner noted that the next items to be presented to the Committee are Items for Information. He presented the Project Summary for Washington Street in Downs – CH 36 – Sec 11-00050-00-FP.

Mr. Schmitt stated that the Washington Street reconstruction project in Downs is complete. Final paperwork is done. The project cost was \$1,451,900.92, 1.52% under the original bid.

Mr. Schmitt distributed a project report on the South Downs Road, from the I-74 overpass to the subdivision on – CH 17. He reported the project is complete. The total

cost of the project was \$40,264.35, 91.04% of the original bid. The subdivision was responsible for half the cost of the improvement.

Acting Chairman Soeldner continued with the Stormwater Education Program – 2013, 4th Quarter Report.

Mr. Schmitt presented the Ecology Action Center Stormwater Education and Public Participation Program Report for the 4th Quarter October 1, 2013 – December 31, 2013 and the Stormwater Education Program, Annual Report for 2013. He advised that the Ecology Action Center has completed the following tasks as part of the Stormwater Education and Public Participation program:

- Education Programs
- Informational Events and Presentations
- Yard Smart Program
- Other Efforts – Storm drain stenciling, Watershed website, Bloomington/Normal Clean Up Week, Stormwater Runoff Awareness, Fund raising for Household Hazardous Waste Collection.

Mr. Schmitt noted that the Ecology Action Center completes the education components of the County's MS4 Permit. He presented pictures of storm drain stenciling done by volunteers for the Ecology Action Center.

Ms. Pyne advised that the Ecology Action Center was recently recognized through the McLean County Chamber of Commerce and received the Green Award for 2013.

Acting Chairman Soeldner continued with the Oil and Chip Letting Discussion.

Mr. Schmitt reported that last year's Oil and Chip Letting for Township work contained 30-35 projects for bid. The last few years random pricing has been received and it is possible for a contractor to end up with only one or two small jobs in the County. Because of this and the cost to the vendor we are seeing increases in bidding. The Department believes that by splitting the County north of Route 9 and south of Route 9 and by bidding these Townships as a group, the contractor would get enough work to cover their mobilization and overhead. He noted that the Department is discussing this with the Townships. The savings to the Townships would be 2-5%. With decreasing MFT revenue this is a positive outcome.

Mr. Buchanan stated that this type of proactive thinking is an asset to the County.

Acting Chairman Soeldner asked Mr. Schmitt for an update on the salt condition. Mr. Schmitt reported that the County ordered 1,600 tons of salt on January 21, 2014 and 800 tons on January 27, 2014. The County was told on January 30th that the salt was not available to be shipped. The Department received 175 tons of salt on February 3,

2014. The County has a contract with the State. Under this contract the County is required to take 80% of the salt requested and are allowed to order 120% of that request. The County has requested the full 120% of the original request. We currently have 700-800 tons of salt, enough to salt 3-4 more times.

Ms. Harris asked if the situation is unprecedented. Mr. Schmitt responded that when the river frozen it is difficult moving the barges up the river. The County rarely faces this issue. The City of Bloomington and the Illinois Department of Transportation are all facing the same situation. To help conserve salt, the Department is focusing on salting the wheel path rather than white line to white line to help conserve salt.

Mr. Schmitt noted that oil and chip roads with less than 600 cars are not salted.

Mr. Buchanan asked about the supply of Calcium Chloride. Mr. Schmitt stated the County has 5,000 gallons available. Calcium Chloride is always sprayed with the application of salt. Salt needs liquid to activate. Spraying helps control bounce and also lowers the temperature salt will work.

Mr. Schmitt added that sunshine makes a tremendous difference in melting ice and snow, even with lower temperatures. He noted that once we are past February 1st the sun is more powerful. Once we get to February 15th we will see a big difference in the ability of the sun to melt ice and snow. Mr. Schmitt advised that sand is used during ice storms when the ice is not melting or on roads that are not salted.

Acting Chairman Soeldner stated that building the salt storage facilities has been beneficial to the County.

Mr. Schmitt gave the Committee an updated weather forecast pointing out that the change in wind direction causes the snow to blow on both east-west and north-south roads.

Acting Chairman Soeldner asked Mr. Schmitt for an update on the County Equipment. Mr. Schmitt reported that the County equipment is currently in good shape running all 18 available tandems.

Mr. Robustelli distributed a Memorandum to the Committee members. He stated that this does not reflect negatively on any current form or process being done. A citizen asked for my help in finding Committee information. During a Committee meeting the Committee is given the context and background for the issues on the Agenda. This information is not included in the Agenda Packet. The average citizen does not know to go to the Minutes of the Committee to find this information.

Mr. Robustelli observed how other County Boards organized action item information given to Board members. Included with the action items is a memorandum or template

cover sheet. The information included on the cover sheet is not any further information than is contained in the packet. It is simply information organized in a way that is simple to find. He stated that he is not suggesting that the distributed form be used. It is just an example of a way to show:

- The Recommended Board Action
- Background/Discussion Information
- Context with Key Issues
- Fiscal Note/Impact to Service
- Prepared by: Department: Date
- Attachments

Mr. Robustelli proposed the information be received and referred to the County Administrator and County Engineer for consideration. He asked the Committee for an opinion.

Ms. Harris stated asked if this would be done after the meeting. Mr. Robustelli responded that the information on action items recommended for approval would be included in the Agenda Packet that Committee members are given before the Committee meeting.

Ms. Pyne clarified that a memorandum with simple information would be included in the packet for each action item on the Agenda making it easier to follow. Mr. Robustelli confirmed.

Mr. Buchanan asked whom would this information serve. Mr. Robustelli advised that the information would serve the County Board members as well as the general public providing consistent and transparent information for the members of the Board when making decisions.

Ms. Pyne stated that she believes the public would be more interested if they had an easier way to access the information. She would like to see more people interested in what is done at the Committee meetings as well as the County Board.

Mr. Buchanan added that he does not anticipate a great deal of public scrutiny with the memorandum, but believes this is a potential benefit to the Committee member.

Mr. Wasson, County Administrator asked if what Mr. Robustelli is presenting would be an Executive summary. Mr. Robustelli agreed.

Mr. Buchanan asked if Mr. Wasson could envision the possibility of a pilot project using the Memorandum. Mr. Wasson responded that the sense he gets from Mr. Robustelli's suggestion is that we attempt some sort of pilot project with the Transportation

Committee. The majority of the staff time to provide an Executive summary on each action item will be the responsibility of the County Engineer and the Assistant Engineer.

Ms. Harris stated that it seems like there would be a sort of thought process that she would prefer to do herself. She would rather not somebody tell her the context. It seems there would be some type of persuasion with the Memorandum. Mr. Robustelli responded that only the facts of the context with background information would be included.

The Committee discussed possible scenarios.

Mr. Buchanan stated that he believes this concept would benefit all Committees.

Mr. Robustelli suggested that we pilot it and see how it works. He is open to hearing back from the Administrator and the Engineering staff if the process is not doable.

Mr. Wasson clarified, at the direction of the Committee; staff would put together a summary of the action items on the agenda and bring the information back to the Committee for discussion. He would like the flexibility to allow staff to minimize the amount of additional staff time required.

Acting Chairman Soeldner pointed out that not all recommended information would be needed each time. Mr. Robustelli noted that not all of this suggested information will be applicable and some will be standard and only need updating.

Mr. Buchanan thinks the concept of making information in a format that the general public can understand is not bad.

Mr. Matt Sorensen, County Board Chairman, stated that he is ok with trying the process. He agrees with Ms. Harris. He has served on the County Board with members who do not open their packets until the meeting. Mr. Sorensen is concerned this may enable that kind of behavior. The day that County Board Members stop preparing themselves for meetings, and relying on this type of information only, is the time Mr. Sorensen is not sure we are providing a service any more. Mr. Robustelli agrees that it is the member's responsibility to prepare. He does not believe that there will be enough information in the summaries provided to make a good, sound decision. Mr. Robustelli stated that Board Members are accountable to the voter. We do not have the authority to hold County Board members accountable to prepare for the Meetings. Mr. Sorensen agreed, however he stated that "We are all reflections on each other."

Ms. Harris stated she believes that the Memorandum is not meant to be comprehensive; however, she can see how it could enable this type of behavior.

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Mr. Robustelli added that he sees this simply as getting the same information we receive orally, organizing it differently and providing this information ahead of time.

Mr. Wasson stated that this is not an action item for the Committee. Staff has a sense of the Committee's desire to evaluate opportunities to increase the communications of staff reports at the Committee level. He stated that he will work with Mr. Schmitt for some type of new formatting. The information will then be presented to the Committee in next month's Agenda Packet.

Acting Chairman Soeldner stated that the next meeting of the Transportation Committee will be Tuesday, February 4, 2014.

Acting Chairman Soeldner asked if there was any further information to come before the Committee. Hearing none, he adjourned the meeting at 8:55 a.m.

Motion by Buchanan/Harris to adjourn
The Transportation Committee Meeting.
Motion carried.

Respectfully submitted,

Diana Hospelhorn
Recording Secretary