

**Agenda Item #3.1**

**Transportation Committee  
Meeting Minutes  
Wednesday, October 6, 2010 – 8:15 A.M.  
McHenry County Division of Transportation  
Main Conference Room  
Woodstock, Illinois 60098**

Chairperson Anna May Miller  
Ed Dvorak      Paula Yensen  
Virginia Peschke      Daniel Ryan  
Sandra Salgado      Scott Breeden

**CALL TO ORDER**

Chairperson Miller called the meeting to order at 8:15 A.M.

**MEMBERS IN ATTENDANCE**

Chairperson Miller, Scott Breeden, Ed Dvorak, Sandra Salgado and Daniel Ryan

**MEMBERS NOT IN ATTENDANCE**

Paula Yensen and Virginia Peschke

**OTHER ATTENDEES**

In attendance were: Peter Austin, County Administrator; Joe Korpalski, Director of Transportation/County Engineer; Barry Valentine, Director and Robert Ellsworth, Assistant Director of the McHenry County Emergency Management Agency (EMA); Wally Dittrich, Division of Transportation, Design Engineer; Cynthia Schaupp, SAO/Division of Transportation Liaison; Charles Eldredge, McHenry County Economic Development Corporation (MCEDC); Omar Nashif, Collins Engineers, Inc.; Victor Ramirez, City of Crystal Lake; David Sierakowski, Parsons Brinkerhoff; Julie Hoberg, HDR Engineering, Inc.; Kelly Farley, CMT, Inc.; Brian Smith, AECOM; Steve Pasinski, Thomas Engineering Group LLC; P. J. Fitzpatrick, Wills Burke Kelsey Associates, Ltd. (WBK); Ted Lachus, Primera Engineers, Ltd.; Jean Alix Peralte, STV, Inc.; Yemi Oyewole, URS Corporation; Mark DeVries, Division of Transportation, Maintenance Superintendent; Ed Markison, Division of Transportation, Assistant Maintenance Superintendent; Mark Dammyer, Division of Transportation, Construction Manager; Wynnyth Adair, Division of Transportation, Drainage Engineer; Pablo Faillaci, Division of Transportation, Construction Engineer; Jason Osborn, Division of Transportation, Principal Transportation Planner; Ray Beets, Division of Transportation, Permit/Developer Project Manager; Sarah Chadderdon, Division of Transportation, Transportation Planner; Chalen Daigle, Planning Liaison; Debra Kroll, Division of Transportation, Administrative Specialist.

**PUBLIC COMMENT**

None

**APPROVAL OF MEETING MINUTES – SEPTEMBER 1, 2010 AND SEPTEMBER 13, 2010**

On a motion by Ms. Salgado, seconded by Mr. Dvorak, the meeting minutes of September 1, 2010 and September 13, 2010 were approved as presented.

A voice vote was taken with all members present voting “aye”; motion carried.

**PRESENTATIONS**

***Randall Road Phase I***

McHenry County Division of Transportation (MCDOT) staff presented an update to the Committee on the Randall Road project with respect to ongoing coordination efforts between the MCDOT and project stakeholders. This presentation is being made to the Committee in anticipation of a possible presentation of the same information to the Lake in the Hills Village Board.

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- MCDOT has finalized all major issues for the Randall Road project and will be entering into the detailed design of the drainage. One of the challenges at the Miller Road / Randall Road intersection is the compensatory storage needed for the fill and the flood plain, with MCDOT holding the edge of pavement on the east and pushing everything to the west. One (1) alternate option would be to build a bridge approximately 1,500 to 2000 feet in length that would cost approximately \$8 to \$10 million. The County's consultant for this project has offered different options for compensatory storage in this area.

MCDOT will speak with the Village of Lake in the Hills regarding the flooding of Ken Carpenter Park, and different options to provide compensatory storage in the open space area behind the houses and the bike path area. MCDOT will need the cooperation of the Village and this could be an opportunity for the County to help the Village and the Village to help the County, if the Village is able to accommodate the County's needs for this project. Any storage provided there would mean less flooding in the park, which tends to occur after heavy rains.

The area north of the park is slated for development and MCDOT is working with the City of Crystal Lake on ways to accommodate some of the County's drainage needs in that area.

MCDOT staff will prepare a memo for the Village of Lake in the Hills staff, to determine if this matter can be addressed at staff level or if a presentation to the Village's Board members would be required, in order to attain the general concurrence of the Village. If concurrence cannot be met, the only other option would be the construction of a bridge.

The Committee thanked staff for the update presentation.

### **RESOLUTION AUTHORIZING ENTERING INTO THE ILLINOIS PUBLIC WORKS MUTUAL AID NETWORK**

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution allowing participation in the Illinois Public Works Mutual Aid Network (IPWMAN).

IPWMAN was officially established in November 2008 and has gained support from the Illinois American Public Works Association, Illinois Terrorism Task Force and a seat at the Illinois Emergency Operations Center. During large scale disasters, IPWMAN will provide immediate, NIMS-compliant access to a wealth of public works resources through the existing Illinois Emergency Management System.

McHenry County's participation in the program would allow the ability to offer resources or receive resources during a large scale disaster. Other benefits of the program include the sharing of training, integration with other public safety organizations and the formalization of strong collaborative efforts during a disaster. IPWMAN was presented at Monday's Law and Justice Committee and has their support

On a motion by Ms. Salgado, seconded by Mr. Breeden, the resolution authorizing entering into the Illinois Public Works Mutual Aid Network was approved with a recommendation to the County Board.

Mr. Valentine advised that this is a progression in the state of Illinois, which has one of the best mutual aid systems in the country and went on to further explain the system.

A voice vote was taken with all members present voting "aye"; motion carried.

### **RESOLUTION APPROVING AN ENGINEERING AGREEMENT AND APPROPRIATING FUNDS FOR THE BLIVIN STREET BRIDGE PROJECT**

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution approving a Phase II engineering services agreement with Bollinger Lach & Associates, Inc. (BLA) for the County owned Blivin Street Bridge over the Nippersink Creek.

The MCDOT needs to facilitate the replacement of the County owned Blivin Street Bridge in the Village of Spring Grove. This bridge meets the requirements of the Federal Highway Bridge Program (HBP) which will fund the project 80% of the the construction costs of this project.

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The Phase II engineering services agreement has been negotiated by MCDOT staff. The contract with BLA for the Phase I contract was approved by the County Board on January 6, 2009. At the September 1, 2010 Transportation Committee meeting, MCDOT staff presented a status update on the required bridge closure and discussed potential options for accelerating its replacement. On September 13, 2010, MCDOT staff attended a meeting with County Board members and the Village of Spring Grove to discuss the impacts of the Blivin Street Bridge closure. In an effort to minimize the impacts to emergency services and residents in the area, the MCDOT agreed to bring forward for the Transportation Committee's consideration, an advance Phase II contract which would be performed at the same time as the Phase I (at the sole expense of the County, no Federal reimbursement) so as to maintain eligibility for Federal funding for the construction costs. The plans are anticipated to be complete in time for a June 2011 letting, however land acquisition and permitting will ultimately be the controlling factors in the actual letting date.

On a motion by Ms. Salgado, seconded by Mr. Dvorak, the resolution approving an engineering agreement for the Blivin Street Bridge project and appropriating funds was approved with a recommendation to the County Board.

A roll call vote was taken with all members present voting "yes"; motion carried.

**RESOLUTION APPROVING THE ACQUISITION OF RIGHT-OF-WAY FOR HIGHWAY PURPOSES AND APPROPRIATING FUNDS FOR THE NORTH UNION ROAD BRIDGE PROJECT**

McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution approving the acquisition of right-of-way for the North Union Road Bridge reconstruction project in Seneca Township and appropriating funds for said property acquisition.

This resolution approves \$20,000.00 needed to start the purchase of property for the project.

While the project is funded through Federal Highway Bridge Program (HBP) funds for an 80/20 split, the land acquisition component is being funded through the County Option Motor Fuel Tax (MFT) fund at 100% in order to expedite the project.

The County is working towards the Illinois Department of Transportation (IDOT) January 2011 letting for construction. To meet this letting date, the right-of-way needs to be certified by IDOT by December 1, 2010.

There are five (5) parcels for the project.

On a motion by Mr. Ryan, seconded by Mr. Dvorak, the resolution approving the acquisition of right-of-way for highway purposes and appropriating funds for the North Union Road Bridge project was approved with a recommendation to the County Board.

A roll call vote was taken with all members present voting "yes"; motion carried.

**RESOLUTION APPROVING THE ACQUISITION OF RIGHT-OF-WAY FOR HIGHWAY PURPOSES AND APPROPRIATING FUNDS FOR THE LAWRENCE ROAD BRIDGE PROJECT**

McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution approving the acquisition of right-of-way for the Lawrence Road Bridge reconstruction project in Chemung Township and appropriating funds for said property acquisition.

This resolution approves \$20,000.00 needed to start the purchase of property for the project.

While the project is funded through Federal Highway Bridge Program (HBP) funds for an 80/20 split, the land acquisition component is being funded through the County Option Motor Fuel Tax (MFT) fund at 100% in order to expedite the project.

The County is working towards the Illinois Department of Transportation (IDOT) March 2011 letting for construction. To meet this letting date, the right-of-way needs to be certified by IDOT by January 26, 2011.

There are three (3) parcels for the project.

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On a motion by Ms. Salgado, seconded by Mr. Dvorak, the resolution approving the acquisition of right-of-way for highway purposes and appropriating funds for the Lawrence Road Bridge project was approved with a recommendation to the County Board.

A roll call vote was taken with all members present voting "yes"; motion carried.

**RESOLUTION APPROVING THE ACQUISITION OF RIGHT-OF-WAY FOR HIGHWAY PURPOSES AND APPROPRIATING FUNDS FOR THE GRAF ROAD BRIDGE PROJECT**

McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution approving the acquisition of right-of-way for the Graf Road Bridge reconstruction project in Chemung Township and appropriating funds for said property acquisition.

This resolution approves \$10,000.00 needed to start the purchase of property for the project.

While the project is funded through Federal Highway Bridge Program (HBP) funds for an 80/20 split, the land acquisition component is being funded through the County Option Motor Fuel Tax (MFT) fund at 100% in order to expedite the project.

The County is working towards the Illinois Department of Transportation (IDOT) March 2011 letting for construction. To meet this letting date, the right-of-way needs to be certified by IDOT by January 26, 2011.

There are five (5) parcels for the project.

On a motion by Mr. Ryan, seconded by Mr. Dvorak, the resolution approving the acquisition of right-of-way for highway purposes and appropriating funds for the Graf Road Bridge project was approved with a recommendation to the County Board.

A roll call vote was taken with all members present voting "yes"; motion carried.

**RESOLUTION APPROVING THE ACQUISITION OF RIGHT-OF-WAY FOR HIGHWAY PURPOSES AND APPROPRIATING FUNDS FOR THE DUNHAM ROAD BRIDGE PROJECT**

McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution approving the acquisition of right-of-way for the Dunham Road Bridge reconstruction project in Dunham Township and appropriating funds for said property acquisition.

This resolution approves \$15,000.00 needed to start the purchase of property for the project.

While the project is funded through Federal Highway Bridge Program (HBP) funds for an 80/20 split, the land acquisition component is being funded through the County Option Motor Fuel Tax (MFT) fund at 100% in order to expedite the project.

The County is working towards the Illinois Department of Transportation (IDOT) March 2011 letting for construction. To meet this letting date, the right-of-way needs to be certified by IDOT January 26, 2011.

There are two (2) parcels for the project.

On a motion by Ms. Salgado, seconded by Mr. Breeden, the resolution approving the acquisition of right-of-way for highway purposes and appropriating funds for the Dunham Road Bridge project was approved with a recommendation to the County Board.

A roll call vote was taken with all members present voting "yes"; motion carried.

**AGENDA ITEM #11 WAS DEFERRED FOR DISCUSSION UNTIL AFTER EXECUTIVE SESSION**

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**RESOLUTION APPROVING AN ENGINEERING SERVICES AGREEMENT TO PROVIDE BRIDGE INSPECTION SERVICES AND APPROPRIATING FUNDS**

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution approving the preliminary engineering services agreement with Fehr-Graham & Associates, LLC (FGA), for the 2011 biennial inspection of 136 structures. This inspection cycle includes all of the structures on both the two (2) year and four (4) year inspection intervals. No fracture critical inspections, underwater inspections, or scour critical Plan of Action reports are required nor included in this contract.

The National Bridge Inspection Standards (NBIS) adopted by the Federal Government require that all structures, including culverts, which have an opening of twenty (20) feet or greater be inspected at two (2) or four (4) year intervals. The County has the responsibility for being the reporting agency for all County-owned and Township-owned structures.

The MCDOT recommends approval of this contract on the basis of extension of work per the Consultant Selection Policy as FGA's performance in previous years conducting the same work has been good. This will enable the bridge inspection work to be done maintaining continuity and preventing redundant work.

Due to the progressive deterioration of structures occurring on the McHenry County and Township roadway systems, it was requested by MCDOT staff that this contract include provisions for inspection efforts beyond the normal NBIS requirements, if warranted. These potential costs have been included in the cost estimate for consultant services, and include the use of lifts, snoopers, flaggers and non-destructive testing equipment as may be recommended as a result of the routine inspections, and undertaken as necessary or prudent under the direction of the MCDOT.

The FY 2010-2011 budget includes \$200,000.00 from the County Bridge fund for bridge inspections. This "not to exceed" contract for \$173,000.00 and the supplemental structural analysis consulting services seeking approval for \$30,000.00 to complete the budget line item.

On a motion by Mr. Dvorak, seconded by Mr. Ryan, the resolution approving an engineering services agreement to provide bridge inspection services and appropriating funds was approved with a recommendation to the County Board.

A roll call vote was taken with all members present voting "yes"; motion carried.

**RESOLUTION APPROVING AN ENGINEERING SERVICES AGREEMENT TO PROVIDE STRUCTURAL ANALYSIS WORK ON VARIOUS COUNTY BRIDGES AND APPROPRIATING FUNDS**

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution to approve an engineering services agreement with Fehr-Graham & Associates, LLC (FGA), to provide on-going inspection and structural analysis of County and Township bridges on an on-call basis.

This will be the fourth such contract with the same key staff members, although the firm name has changed, since February 7, 2006. The prior value of the contract was \$30,000.00 which kept pace to assess existing bridge conditions as they continue to deteriorate and provide more frequent structural analysis as needed.

The MCDOT recommends approval of this contract on the basis of extension of work per the Consultant Selection Policy as FGA's performance in previous years conducting the same work has been good. This will enable the bridge inspection work to be done maintaining continuity and preventing redundant work.

There currently are seventeen (17) load posted or "legal load only" bridges on the County and Township system as well as one (1) closed County bridge, three (3) closed Township bridges, and two (2) County bridge with a traffic signal controlling a one-lane bridge condition. Of the seventeen (17) load posted bridges, eight (8) bridges have Illinois Department of Transportation (IDOT) required Special Feature Inspections due to advanced deterioration of varying intervals – one (1) annual, one (1) semi-annual, four (4) quarterly, and two (2) monthly inspections. The previous agreement for these services was approved on January 20, 2009 for \$30,000.00 and will be expended by the end of October 2010.

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On a motion by Mr. Ryan, seconded by Ms. Salgado, the resolution approving an engineering services agreement to provide structural analysis work on various County bridges and appropriating funds was approved with a recommendation to the County Board.

A roll call vote was taken with all members present voting “yes”; motion carried.

**RESOLUTION TO APPROVE ADOPT-A-HIGHWAY VOLUNTEER GROUP AGREEMENTS**

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution approving the inclusion of the identified groups into the McHenry County Division of Transportation (MCDOT) Adopt-A-Highway Program.

The Halwix Family new group	Coral Road from South Union Road to US Route 20
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FBLA (Future Business Leaders of America) Club Huntley High School new group	Harmony Road from Seeman Road to Brier Hill Road
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In order to augment the MCDOT’s litter collection efforts, the County enacted an Ordinance to allow for volunteer groups to adopt various sections of highways for litter collection. With the approval of this agreement, the MCDOT has 134 groups enrolled in the program covering 154 centerline miles of the 214 available miles in the program which is roughly 72%.

The ordinance requires that the volunteer groups enter into an agreement with McHenry County defining the responsibilities of the group and the County. This resolution approves the County to enter into an agreement with two (2) groups for two (2) sections of highway.

On a motion by Ms. Salgado, seconded by Mr. Breeden, the resolution approving the inclusion of the two (2) identified groups into the McHenry County Division of Transportation (MCDOT) Adopt-A-Highway Program was approved with a recommendation to the County Board.

A voice vote was taken with all members present voting “aye”; motion carried.

**PROJECT STATUS REPORT**

- The report was offered, but not discussed.

Chairperson Miller inquired about the extended work schedule on the Walkup Road project as discussed at the September 1, 2010 meeting and McHenry County Division of Transportation (MCDOT) staff advised that no feedback or public complaints have been received and thus the expanded schedule has been followed.

It was noted that the MCDOT will request reimbursement from AT&T for costs incurred because of the extended work schedule.

*Salt Institute Award*

- MCDOT staff updated the Committee on the Excellence in Storage award.

The Excellence in Storage award is an annual award presented to agencies who meet the required criteria for proper storage and handling of winter de-icing materials.

The McHenry County Division of Transportation (MCDOT) is once again the recipient of the Excellence in Storage award from the Salt Institute. This is the eighth consecutive year that the MCDOT has won the award. The MCDOT first received the award in August 2003 and has been a Continuing in Excellence winner each year since.

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The award recognizes not just a good storage facility, but proper handling, loading, clean up, wash water and maintenance of the facility. The MCDOT had a site visit this year to inspect and verify that all the proper procedures were in place and the dome was in good repair.

This year's submittal was 64-pages long and is used by the Salt Institute as a model for other agencies. This year's award has been added to the plaque.

A request was made by Chairperson Miller that the MCDOT reach out locally to assist other agencies and organizations.

**CONSULTANT INTERVIEWS FOR 2040 TRANSPORTATION PLAN**

Schedule of interviews for the 2040 Transportation Plan:

8:55 A.M. – 9:15 A.M.                      America Speaks Interview  
9:15 A.M. – 9:30 A.M.                      Question and Answer Period

9:30 A.M. – 9:52 A.M.                      Sam Schwartz Engineering Interview  
9:52 A.M. – 10:00 A.M.                      Question and Answer Period

10:02 A.M. - 10:25 A.M.                      TND Planning Interview  
10:25 A.M. - 10:27 A.M.                      Question and Answer Period

Conclusion of the interviews.

**OLD BUSINESS**

None

**NEW BUSINESS**

*Employee Recognition*

- Mr. Chester Zieba celebrated his 30<sup>th</sup> year with the McHenry County Division of Transportation (MCDOT) on September 15, 2010.

He has seen many changes during his career at the McHenry County Division of Transportation. When Mr. Zieba was hired on September 15, 1980, the MCDOT was located in Woodstock and the majority of his career was at that facility. Mr. Zieba stated that the move to the new facility was one of the most welcomed changes throughout his career and was a great morale booster for him and others.

It was not just the facility but equipment, materials and methods to maintain the roads that changed as well. Mr. Zieba stated that more modern equipment and better methods have made it a better place to work. He should know he has worked on several different crews and done almost every job that the Maintenance Section performs here at the MCDOT. He has mowed, trimmed trees, run equipment, performed road maintenance and work on equipment. Also, he loves his new truck.

For the majority of his career Mr. Zieba has plowed the roads in our busiest areas, the southeast portion of the County. Again, discussing and reminiscing about old times, he remembers when Algonquin and Randall Roads were two (2) lanes, where Randall Road was a stop sign and Algonquin Road was a through lane!

He has seen many changes in personnel as well; four (4) different County Engineers, four (4) different Superintendents, and he has worked for six (6) different Supervisors. Mr. Zieba's experience is invaluable and he shares that with new employees and his Supervisors. In his true humorous fashion he states, "I forgot more than most of these guys will ever know."

Mr. Zieba is truly one of the employees everyone likes. If you need to smile, just take a minute to talk with him. Mr. DeVries stated that it is an honor to have him as part of the crew and wished him another 30 great years.

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#### *Staff Update*

- MCDOT staff was made aware at a CMAP Policy Committee meeting that the Illinois Department of Transportation (IDOT) would be releasing \$100 million of a \$500 million allocation offered through the Illinois Job Now Capital Program, which is disseminated to all municipal and township governments.

Staff advised that a letter was received from the IDOT advising that the MCDOT would be receiving \$745,000.00 in its MFT allotment as part of the Illinois Job Now Capital Program and that this would be the first of five (5) installments.

#### **EXECUTIVE SESSION – Land Acquisition, Meeting Minutes, and Pending Litigation**

On a motion by Ms. Salgado, seconded by Mr. Breeden, the Committee went into Executive Session at 10:37 A.M. to discuss land acquisition, pending litigation and to review meeting minutes.

A roll call vote was taken with all members present voting “yes”; motion carried.

#### **REGULAR SESSION**

On a motion by Mr. Ryan, seconded by Ms. Salgado, the Committee went into Regular Session at 10:56 A.M.

A roll call vote was taken with all members present voting “yes”; motion carried.

Chairperson Miller noted that “no action” was taken in Executive Session.

The Executive Session Meeting minutes of September 1, 2010 and September 13, 2010 were reviewed and by direction of the Committee will be forwarded to the McHenry County State’s Attorney office (SAO) for review and release.

#### **RESOLUTION APPROVING THE ACQUISITION OR RIGHT-OF-WAY FOR HIGHWAY PURPOSES AND APPROPRIATING FUNDS FOR THE CHARLES ROAD AT QUEEN ANNE ROAD PROJECT**

McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution approving the acquisition of right-of-way for the Charles Road at Queen Anne Road project in Greenwood Township appropriating funds for said property acquisition

This resolution approves \$43,280.00 needed to start the purchase of property for the project.

On a motion by Ms. Salgado, seconded by Mr. Ryan, the resolution approving the acquisition of right-of-way for highway purposes and appropriating funds for the Charles Road at Queen Anne Road project was approved with a recommendation to the County Board.

A roll call vote was taken with all members present voting “yes”; motion carried.

#### **CONSULTANT INTERVIEWS FOR 2040 TRANSPORTATION PLAN – Cont’d**

##### *Consultant Selection:*

Mr. Dvorak discussed his selection of Sam Schwartz as the #1 consultant.

Discussions ensued bringing forth a motion by Ms. Salgado, seconded by Mr. Ryan, approving Sam Schwartz Engineering as consultant #1; TND as consultant #2; and America Speaks as consultant #3.

Discussions ensued and Mr. Breeden stated that he favored America Speaks as his #1 selection, mainly because of their data collection process.

Further discussions ensued and a roll call vote was taken with the following results: Mr. Ryan, Mr. Dvorak, Ms. Salgado and Chairperson Miller – “yes”; Mr. Breeden – “no”; motion carried.

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- #1 – Sam Schwartz
- #2 – TND
- #3 – American Speaks

**MEMBER COMMENTS**

- Ms. Salgado thanked McHenry County Division of Transportation (MCDOT) staff for the informational meeting held in the Village of Spring Grove regarding the closure of the Blivin Street Bridge, noting that it was a collaborative effort and a most productive meeting.

**NEXT MEETING DATE & LOCATION**

8:15 A.M. on October 20, 2010 – McHenry County Division of Transportation

**ADJOURNMENT**

On a motion by Ms. Salgado, seconded by Mr. Breeden, the meeting adjourned at 11:05 A.M.

A voice vote was taken with all members present voting “aye”; motion carried.

APPROVED