

**Transportation Committee
Meeting Minutes
Wednesday, October 20, 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 8:17 A.M.

MEMBERS IN ATTENDANCE

Chairperson Miller, Scott Breeden, Ed Dvorak, Sandra Salgado and Paula Yensen,

MEMBERS NOT IN ATTENDANCE

Virginia Peschke and Daniel Ryan

OTHER ATTENDEES

In attendance were: Peter Austin, County Administrator; Joe Korpalski, Director of Transportation/County Engineer; Jeffrey Young, Assistant County Engineer; Wally Dittrich, Division of Transportation, Design Manager; Cynthia Schaupp, SAO/Division of Transportation Liaison; Charles Eldredge, McHenry County Economic Development Corporation (MCEDC); Brian Smith, AECOM; Jean Alix Peralte, STV, Inc.; Todd Bright, Transystems Corporation; Lee Stevens, Resident; Mary Moltman, Fleming Road Alliance; Ed Bennett, Fleming Road Alliance; Brad Cousin, Division of Transportation, Traffic Engineer; Ed Markison, Division of Transportation, Assistant Maintenance Superintendent; Mark Dammyer, Division of Transportation, Construction Manager; Wynnyth Adair, Division of Transportation, Drainage Engineer; Ray Beets, Division of Transportation, Permit/Developer Project Manager; Sarah Chadderdon, Division of Transportation, Transportation Planner; Chalen Daigle, Planning Liaison; Donna Adamson, Division of Transportation, Receptionist.

PUBLIC COMMENT

Lee Stevens, 2708 Walkup Road, Crystal Lake, IL 60012, discussed the Walkup Road construction project adjacent to his property. He supplied copies of pictures to the Transportation Committee.

APPROVAL OF MEETING MINUTES – OCTOBER 6, 2010

On a motion by Ms. Salgado, seconded by Ms. Yensen, the meeting minutes of October 6, 2010, were approved as presented.

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

RESOLUTIONS ACCEPTING AND AWARDED BIDS AND APPROPRIATING FUNDS

Ice Control Maintenance Materials Bid:

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution appropriating funds for FY2011 for ice control materials.

As an annual expense, the necessary materials are salt, calcium chloride and an organic, this year once again will be Geo-melt. The materials are being purchased either through the Illinois Department of Central Management Services (CMS) or the County’s own bid process administered by the Purchasing Department. Traditionally, the Division purchases approximately 10,000 tons of salt, 10,000 gallons calcium chloride, 30,000 gallons of Geo-melt. Treated salt will be used for the third year at the MCDOT and is less costly than last season. Geo-melt also came in at a reduced cost compared to last season.

The treated salt will be provided by North American Salt Company at \$75.40 per ton. Last year the MCDOT paid \$80.00 per ton. The MCDOT must purchase 10,000 tons of salt but can purchase up to 12,000 tons.

The calcium chloride will be provided by SILCACO Ltd. of Hinsdale, Illinois, and will be \$0.56 per gallon, a \$0.02 per gallon reduction over last year. The Geo-melt will be from SNI solutions of Geneseo, IL and will be \$1.15 per gallon. This is \$0.08 less than last season and a reduction of \$1.00 per gallon from just two (2) years ago. The liquid quantities will be similar to last year. It was approximately 200,000 gallons total which is enhanced brine, MCDOT's blended Supermix product. We hope that the use of liquids will increase, in order to reduce MCDOT's reliance on rock salt.

On a motion by Mr. Dvorak, seconded by Ms. Salgado, the resolution for ice control maintenance materials was approved with a recommendation to the County Board.

Chairperson Miller asked about the Fusion mixture the MCDOT use in the past. MCDOT staff responded that it was cost prohibitive to continue with the Fusion mixture.

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

Contract for FY 2011 Traffic Signal and Highway Lighting Maintenance Bid:

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution appropriating funds for FY2010-2011 traffic signal maintenance program for traffic signals and roadway lighting systems.

The MCDOT staff maintains thirty-two (32) traffic signals (including one (1) temporary signal), fifteen (15) roadway lighting systems and fifteen (15) roadway flasher systems throughout the County under its jurisdiction. Due to the number of systems and the required response time needed for adequate service, the County contracts with a private firm to maintain these systems on a daily, on-call, as needed basis.

There is only one electrical contractor (Meade Electric Company, Inc.) that is capable of performing signal maintenance for government agencies within the entire IDOT District One area. They maintain close to 100% of the signals within IDOT District One which include the counties of Lake, Kane, DuPage, Cook and most major villages and cities including all local agencies within McHenry County (Cary, McHenry, Huntley, Crystal Lake, Woodstock, etc.). Even with only one bidder, the bid was under the engineer's estimate.

The MCDOT also uses the signal maintenance budget for its LED signal re-lamping anticipated this coming year at \$50,000. The signal maintenance budget is also used for flasher installation and other low cost safety improvements as well as a contingency for knockdowns due to traffic accidents.

On a motion by Ms. Salgado, seconded by Ms. Yensen, the resolution for contract for FY2011 Traffic Signal and Highway Lighting Maintenance was approved with a recommendation to the County Board.

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

Sign Material Bid and County Route Signing Bid:

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolutions accepting bids for sign materials and County Route signing for the FY2010 program.

Separate bids were opened for sign materials and County Route signing on October 19, 2010, at the Division of Transportation. The annual bid for sign materials and the bid for the County Route signing are funded through the County Option Motor Fuel Tax Fund.

Sign Materials Bid:

The MCDOT has expended most of its reflective roll goods in stock and needs to purchase a significant amount this year to refill depleted quantities. Also, due to various lane and roadway closures associated with County bridges, stock for traffic control items for these projects is needed. The FY2011 budget was established by coordinating previous years' budget amounts and anticipated FY2011 sign material needs with the Maintenance Sign Shop.

No bids were received for the completed highway sign faces and aluminum sign braces. Also, the low bid for the completed signs was nearly twice that of MCDOT's estimate and only one bid was received. Therefore, the MCDOT will not accept any bids for this item and the MCDOT will work with the Purchasing Department for alternatives to secure these items and bring a resolution forward for the Committee's consideration at the appropriate time. All three of these items have very low quantities which could be a contributing factor for the lack of competitive bids.

The low bids totaled \$108,574.44.

County Route Signing Materials Bid:

The FY2010-2014 Highway Improvement Program identified the need for County Route signing on County Highways. These signs consist of blue and yellow signage with the County Highway Route Number, direction, and road name, as well as an indication if the route is beginning or ending. These signs are being placed at all intersections of County routes with other County routes, and at those intersections with state routes. The first two phases of the program have been nearly completed for route signage at all County routes west of Illinois Route 47. The bid calls for the delivery of completed route signs and posts, which will then be installed by the MCDOT sign shop personnel as was successfully performed the last two years. This is the final phase of the program and will cover all County routes east of Illinois Route 47 not being planned for major construction activities.

The low bid totaled \$19,402.00 for just the steel post signs for County Route signage. No bids were received for the completed County route signs. The MCDOT will work with the Purchasing Department on alternatives to secure these completed signs and bring a resolution forward for the Committee's consideration at the appropriate time.

On a motion by Mr. Breeden, seconded by Ms. Yensen, the resolutions for sign materials and County route signing materials were approved with a recommendation to the County Board.

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

RESOLUTION APPROPRIATING FUNDS FOR ROADWAY LIGHTING AND TRAFFIC SIGNAL ELECTRICAL POWER

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution appropriating funds for electrical power for the Division of Transportation's roadway lighting systems and traffic signals.

The Division of Transportation is responsible for paying Commonwealth Edison for power costs for all County owned roadway lighting systems and traffic signals within our system.

This is an annual budgetary line item. The appropriation for 2010 was \$90,000. The budgeted amount for 2011 is the same at \$90,000.

On a motion by Ms. Salgado, seconded by Ms. Yensen, the resolution appropriating funds for roadway lighting and traffic signal electrical power was approved with a recommendation to the County Board.

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

ORDINANCE ADOPTING THE ESTABLISHMENT OF AN ALTERED SPEED ZONE

McHenry County Division of Transportation (MCDOT) staff requests the approval of the ordinance adopting the establishment of an altered speed zone and a waiver of the 30-day review period for public safety purposes.

As part of the Division's bi-annual program, upon request, speed studies are conducted for various County and Township roadways.

Of the one (1) roadway studied over the past six (6) months, the following locations warrant adjustments:

- County – Randall Road – Miller Road to McHenry Avenue from 55 mph to 50 mph

No requests for studies on Township roads were received. With the changes in driver habits and behavior and upcoming Rakow Road construction project, both the County and Village of Lake in the Hills desired to update the speed limit studies on this portion of Randall Road.

On a motion by Ms. Yensen, seconded by Mr. Dvorak, the ordinance adopting the establishment of an altered speed zone including the waiver of the 30-day review period was approved with a recommendation to the County Board.

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

RESOLUTION ADOPTING MCHENRY COUNTY SNOW AND ICE POLICY

McHenry County Division of Transportation (MCDOT) staff requests the adoption of the 2010-2011 McHenry County Snow and Ice Control Policy for FY2011.

One of the primary functions of the MCDOT is to provide for the efficient removal of snow and ice on the County Highway System during the winter months. Snow and ice removal is considered emergency work in that highways must be cleared any time of the day or night to provide for the safe transportation of people and goods, especially emergency services such as police, fire and rescue operations.

In order to effectively administer and manage the snow and ice removal operations of the County Highways, a formal policy has been developed to define the service level to be provided for the motoring public on the County Highway System and to guide the Director of Transportation/County Engineer and the MCDOT maintenance staff in performing snow and ice removal operations.

This is an annual program and an update of the current policy. The only updates to the policy this year are new maps reflecting changes to routes due to bridge closings or modifications to bridges this season. This policy has been reviewed and approved by the State’s Attorney Office.

On a motion by Ms. Salgado, seconded by Ms. Yensen, the resolution adopting McHenry County Snow and Ice Policy 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 INTERGOVERNMENTAL AGREEMENT BETWEEN THE TOWNSHIP OF MCHENRY AND THE COUNTY OF MCHENRY FOR SENIOR EXPRESS SERVICES FROM THE SENIOR GRANT FUND AND APPROPRIATING FUNDS

McHenry County Division of Transportation (MCDOT) staff is requesting Committee approval of an Intergovernmental Agreement (IGA) between the Township of McHenry and the County of McHenry enabling payments for McHenry Township Senior Express Services from the Senior Service Grant Fund.

The County Board passed a resolution on November 20, 2007, allocating \$180,000 from the Senior Services Grant Fund for the development and funding of a Coordinated Senior Transportations Services Pilot Program (Pilot Program) which includes services provided by McHenry Township.

The County Board adopted a separate resolution on July 7, 2009, authorizing \$52,500 of those funds to cover costs incurred by McHenry Township during fiscal year 2008 and a portion of 2009.

On December, 2009, the County Board appropriated through a resolution another \$127,500, the balance of the previously allocated Senior Services Grant Fund, and authorized an Intergovernmental Agreement (IGA) between the County and Pace Suburban Bus to provide transportation services for the Pilot Program.

The proposed resolution will enable payments to go to McHenry Township to reimburse the Township \$7.00 for rides provided just prior to the start-up of the Pilot Program, February 1, 2010 through February 13, 2010, and \$3.50 beginning February 1, 2010. This amount is not to exceed \$30,000 per fiscal year as long as Senior Grant monies are available.

McHenry Township has reviewed this agreement. This agreement is consistent with the agreement between Dorr Township and the County in that the County is charging Dorr Township \$7.00 per ride and the MCDOT is reimbursing McHenry Township half of that amount as part of the Pilot Program.

On a motion by Ms. Salgado, seconded by Mr. Breeden, the resolution approving an Intergovernmental Agreement between the Township of McHenry and the County of McHenry for Senior Express Services from the Senior Grant Fund and appropriating funds was approved with a recommendation to the County Board.

MCDOT staff confirmed that the County is looking to standardize these fees. The MCDOT should hear in December on the status of a master agreement from Pace.

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

RESOLUTION SETTING THE 2011 MEETING DATES FOR THE TRANSPORTATION COMMITTEE

McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution approving the 2011 meeting dates for the Transportation Committee.

On a motion by Ms. Yensen, seconded by Mr. Breeden, the resolution setting the 2011 meeting dates for the Transportation Committee was approved with a recommendation to the County Board.

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

OLD BUSINESS

The Committee was reminded of the Snow and Ice Workshops being held on Friday, October 22, 2010, and Friday, November 5, 2010, with an emphasis on the County’s efforts of protecting groundwater and the impacts of properly applying and storing salt. One of the major topics will be the best practices of winter maintenance with a strong emphasis on ground water protection. This is a certificate program with both workshops to be held at McHenry County College. The County is receiving a grant this year from the EPA to help defray the cost of registration. These workshops are a joint venture between IDOT and the McHenry County Ground Water Resources Department. Currently there are over eighty (80) registered guests for each class.

Regarding this type of program nationally, Mr. DeVries will be leading a task force which will be developing a national APWA certificate program which will be held for the first time at the North American Snow Conference in Spokane in April, 2011. The program is designed to train snow and ice personnel across North America.

An update was provided to the Committee on the status of Fleming Road. Chairperson Miller mentioned that the Committee’s representative for the Citizens Advisory Group, Ms. Peschke has been ill, and Ms. Yensen agreed to be the Committee’s representative during Ms. Peschke’s absence. The Transportation Committee concurred that the MCDOT be the primary point of contact for the project in that calls from the public or other agencies are directed to the MCDOT and not the consultant.

NEW BUSINESS

Permit Fees

In November, 2008 the County Board adopted a new Access Control and Right-of-Way Ordinance along with a new fee schedule. As part of the Ordinance it is stated that the MCDOT can adjust its fees annually and have the adjustment(s) enacted yearly at the first County Board Meeting. In 2009, it was decided by the Transportation Committee not to adjust the fees because the Ordinance had only been in effect for one year. MCDOT sought direction from the Committee and based on the information presented it was determined not to raise the permit fees for 2011.

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 9:00 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 Ms. Salgado, seconded by Ms. Yensen, the Committee went into Regular Session at 9:25 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 October 6, 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.

MEMBER COMMENTS

Ms. Yensen mentioned that she received a questionnaire from a bicycle advocate group further stating that she feels society is moving to a new era with different modes of transportation being made available. Mr. Dvorak added that the tax money received causes transportation departments not being able to build as much as they need to build.

NEXT MEETING DATE & LOCATION

8:15 A.M. on November 3, 2010 – McHenry County Division of Transportation

ADJOURNMENT

On a motion by Ms. Salgado, seconded by Mr. Breeden, the meeting adjourned at 9:37 A.M.

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

APPROVED