

**Special Transportation Committee
Meeting Minutes
Tuesday, February 15, 2011 – 6:15 P.M.
McHenry County Administration Building
Conference Room A
667 Ware Road
Woodstock, IL 60098**

Chairperson Anna May Miller
Vice-Chairperson Paula Yensen Scott Breeden
Diane Evertsen Virginia Peschke
Nick Provenzano Sandra Salgado

CALL TO ORDER

Chairperson Miller called the meeting to order at 6:15 P.M.

MEMBERS IN ATTENDANCE

Chairperson Miller, Sandra Salgado, Paula Yensen, Virginia Peschke, Diane Evertsen, Nick Provenzano and Scott Breeden

MEMBERS NOT IN ATTENDANCE

None

Mr. Breeden arrived at 6:45 P.M.

OTHER ATTENDEES

In attendance were: Ken Koehler, Chairman County Board; Donna Kurtz, County Board; Peter Austin, County Administrator; Joseph Korpalski, Director of Transportation/County Engineer; Jeff Young, Division of Transportation, Assistant County Engineer; Wally Dittrich, Division of Transportation, Design Manager; Ken Caudle, Huntley Fire District; Jason Osborn, Division of Transportation, Principal Transportation Planner; Sarah Chadderdon, Division of Transportation, Transportation Planner.

PUBLIC COMMENT

None

APPROVAL OF MEETING MINUTES – JANUARY 19, 2011

On a motion by Ms. Yensen, seconded by Ms. Peschke, the meeting minutes of January 19, 2011 were approved as presented.

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

RESOLUTION AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE COUNTY OF MCHENRY AND THE HUNTLEY FIRE PROTECTION DISTRICT FOR AN ACCESS INSTALLATION

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution authorizing an Intergovernmental Agreement (IGA) with the Huntley Fire Protection District for the construction of an access driveway onto Algonquin Road.

The Huntley Fire Protection District is constructing a new fire station at the corner of Square Barn Road and Algonquin Road to better serve the public. Their property will share access with the existing restricted right-in-right out access that currently serves the shopping center and church at the southwest corner of the intersection. As the District was desirous of having full access in this location as opposed to restricted access, staff and the fire protection district have worked out provisions which will allow emergency vehicles to utilize this entrance to make left turns out onto Algonquin Road and still maintain the restrictions for current traffic exiting the shopping center complex. This will be accomplished via an emergency flashing beacon system that will be activated when an emergency responder is exiting the fire station. The system will illuminate a red light stopping traffic on Algonquin Road while emergency vehicles enter Algonquin Road.

The District did pursue a cross access agreement with its neighbor to the west which currently has full access to Algonquin Road via a dedicated left turn lane that was constructed as part of the Algonquin Road improvements; however, they were unsuccessful in obtaining that permission. This is the reason for the conversion of the existing restricted access. The fire protection district will be responsible for all construction.

This agreement has been reviewed by the Huntley Fire Protection District's board and the McHenry County State's Attorney (SAO).

On a motion by Ms. Yensen, seconded by Ms. Salgado, the resolution authorizing an intergovernmental agreement between the County of McHenry and the Huntley Fire Protection District for an access installation was approved with a recommendation to the County Board.

Discussion ensued.

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

RESOLUTION AUTHORIZING APPROPRIATION OF FUNDS TO THE MCHENRY COUNTY CONSERVATION DISTRICT FOR BUILDING DEMOLITION FOR THE RAKOW ROAD PROJECT

The McHenry County Division of Transportation (MCDOT) staff requests the approval of a resolution authorizing the appropriation of funds to reimburse the McHenry County Conservation District (MCCD) for demolition of the Rothschild house which the MCDOT purchased as part of the land acquisition efforts for the Rakow Road project.

On June 16, 2009, the County Board approved an Intergovernmental Agreement (IGA) with the McHenry County Conservation District which authorized a joint purchase agreement for an area referred to as the Rothschild Property located east of Randall Road and south of Rakow Road as both the MCDOT and MCCD has mutual interest in acquiring the property. Part of the acquisition involved numerous farm buildings (five (5) on the MCCD's property and one (1) on the MCDOT's property). The IGA stipulated that since the MCCD was the owner of the majority of the buildings, that it would assume the lead role on demolishing the structures and that the MCDOT would reimburse the MCCD for its share of the demolition cost.

The MCCD was able to perform the demolition of its structures and the MCDOT's structure by utilizing a combination of in house staff and subcontractors. The MCDOT's share of the demolition costs were \$24,004.30.

On a motion by Ms. Salgado, seconded by Mr. Provenzano, the resolution authorizing the appropriation of funds to the McHenry County Conservation District for building demolition for the Rakow 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.

RESOLUTION APPROVING A WETLAND CREDIT AGREEMENT FOR THE DUNHAM ROAD TOWNSHIP BRIDGE PROJECT AND APPROPRIATING FUNDS

The McHenry County Division of Transportation (MCDOT) staff requests the approval of this resolution approving an agreement with Ecological Planning, Inc. to purchase wetland credits for the Dunham Road Township Bridge project in the Kishwaukee Bottoms Wetland Mitigation Bank.

The Dunham Road Township Bridge project is planned for a construction start this spring (an April 2011 letting is anticipated and an intergovernmental agreement (IGA) for the construction will be brought forward at a subsequent Transportation Committee meeting). As part of the project, the Dunham Road Bridge over Rush Creek will be replaced and widened encroaching onto high quality wetlands in the Kishwaukee River watershed requiring 0.46 acres of mitigation. As the wetland contains essential habitat, the rate of replacement for these wetlands are 1.5:1.

The Kishwaukee Bottoms Wetland Mitigation Bank is the only bank in the Kishwaukee Watershed approved for use by the Chicago Army Corps of Engineers office and has been previously used on other MCDOT bridge projects. The agreement has been reviewed by the County's State's Attorney Office (SAO).

There were two (2) parcels which required acquisition. Appraisals were performed, offers were sent out and both property owners accepted the County's initial offer. The land acquisition process is complete.

On a motion by Mr. Provenzano, seconded by Ms. Yensen, the resolution approving a wetland credit agreement for the Dunham Road Township 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 APPROPRIATING FUNDS FOR THE 2011 TRANSIT GRANT PROGRAM

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution approving County Regional Transportation Authority (RTA) funding for the 2011 Transit Grant Program and appropriating funds.

Since the appointment of the Implementation Task Force (ITF) in 2006, various solutions for coordinating and expanding transit services have been pursued. To eliminate barriers to coordination and to encourage new ideas, a Transit Grant Program was created.

To fund this grant program, \$421,346.00 was approved by the County Board on September 15, 2009. Of this amount, \$267,058.00 was spent. The ITF met on November 17, 2010 and recommended continued funding for five (5) of the seven (7) original programs. Centegra and Pioneer Center withdrew their joint application for \$29,268.00 early in 2010, the Marengo expansion of service did not start until September, and the Northern Illinois Special Recreation Association (NISRA) did not seek additional funding.

This resolution allocates continued funding for the County contract with Pace, including extended service hours in Marengo, funding for additional operations and data collection to Faith in Action of McHenry County, the Algonquin Township Road District, and funding for fuel and maintenance for an additional leased vehicle to the Veterans Assistance Commission (VAC). To clarify, this resolution provides funding to continue the County’s Pace current contract and does not provide funding for that contract to be modified to include the dial-a-ride programs of the City of Crystal Lake, the City of McHenry, and the City of Woodstock. The details of that joint contract are still being worked out.

Chairman Koehler has been instrumental in keeping the parties moving forward. Staff from the RTA and Pace has been helpful in developing the program and discussing technical details. The data collected during the first year of operations has highlighted areas for continued study such as U.S. Route 14 in Crystal Lake and Illinois Route 31 in McHenry and Johnsburg. This is a great data set that will be used during the long-range transportation planning efforts related to transit.

This resolution increases the amount necessary to continue the County contract with Pace as well as to facilitate payments from the Senior Grant fund to McHenry Township, the City of Crystal Lake, the City of McHenry, and the City of Woodstock for eligible trip costs (not to exceed \$120,000.00 total or \$30,000.00 per agency leaving). After a few meetings with the County Auditor’s Office, it was deemed necessary to make eligible Senior Grant payments to these agencies first using the County RTA fund and then submit for reimbursement from the Senior Grant fund to be transferred into the RTA fund.

On a motion by Ms. Peschke, seconded by Ms. Salgado, the approval of the resolution approving County Regional Transportation Authority (RTA) funding for the 2011 Transit Grant Program and appropriating funds was approved with a recommendation to the County Board.

Discussion ensued.

A roll call vote was taken with the following results: Chairperson Miller, Ms. Salgado, Ms. Peschke, Ms. Yensen, and Mr. Provenzano – “yes”; Ms. Evertsen – “no”; motion carried.

RESOLUTION AUTHORIZING APPLICATIONS FOR A TECHNICAL SERVICES AGREEMENT UNDER THE REGIONAL TRANSPORTATION AUTHORITY’S (RTA) GENERAL AUTHORITY TO MAKE SUCH GRANTS

Mr. Breeden arrived at 6:45 P.M.

Agenda Item 3.1

The McHenry County Division of Transportation (MCDOT) staff requests the approval of a resolution to authorize the County Board Chairman to complete an application for Federal funding currently programmed for McHenry County to study the restructuring of transit services in the County.

Since the County Board adopted the Transit Plan in 2005, staff has been working with the Implementation Task Force (ITF) to implement the first phase of the Transit Plan, which was to coordinate paratransit activities.

On July 6, 2010, the County Board passed a resolution authorizing, executing and filing applications for a sub-regional planning grant with the Regional Transportation Authority (RTA) to study the restructuring of transit services in the County as part of the 2040 long-range transportation plan.

On December 16, 2010, County staff was notified by the RTA that \$120,000.00 in sub-regional planning grant monies were programmed for the County. A 20% local match is required or \$30,000.00 to receive the \$120,000.00 grant. This funding will build off of the current coordinated demand response efforts and start the second phase of the transit plan implementation aimed at the restructuring of other Pace services.

This resolution was requested by the RTA to identify the person authorized to file the application on behalf of McHenry County. The transit planning will be undertaken in conjunction with the 2040 long-range transportation plan update.

On a motion by Ms. Salgado, seconded by Ms. Yensen, the approval of the resolution authorizing an application for federal RTA grants was approved with a recommendation to the County Board.

Discussion ensued.

A roll call vote was taken with the following results: Chairperson Miller, Ms. Salgado, Ms. Yensen, Ms. Peschke, Mr. Breeden and Mr. Provenzano – “yes”; Ms. Evertsen – “no”; motion carried.

OLD BUSINESS

None

NEW BUSINESS

Request for Qualification (RFQ) – Traffic Counts

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the Committee to post a Request for Qualifications (RFQ) for the MCDOT’s bi-annual traffic count contract.

Due to the growth of McHenry County and the subsequent use of its County highways, MCDOT began in 2003 a bi-annual traffic count program. The purpose of the program is to obtain Average Daily Traffic (ADT) volumes to monitor the County highway system and aid in the long range planning of the County’s roadways. As the budgeted amount for this contract is below \$100,000.00 per the County’s Consultant Selection Policy, consultant interviews are not required.

Past consultants for the program are Fish Transportation and Gewalt Hamilton.

Discussions ensued and the Committee offered their concurrence for the MCDOT to post an RFQ for the bi-annual traffic count contract.

MEMBER COMMENTS

None

NEXT MEETING DATE & LOCATION

8:15 A.M. on February 16, 2011 – McHenry County Division of Transportation

ADJOURNMENT

On a motion by Ms. Peschke, seconded by Ms. Evertsen, the meeting adjourned at 6:55 P.M.

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