

**Transportation Committee
Meeting Minutes
Wednesday, September 7, 2011 – 8:15 A.M.
McHenry County Division of Transportation
Main Conference Room
Woodstock, Illinois 60098**

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

CALL TO ORDER

Vice-Chairperson Yensen called the meeting to order at 8:15 A.M.

MEMBERS IN ATTENDANCE

Vice-Chairperson Yensen, Virginia Peschke, Diane Evertsen, Nick Provenzano, Sandra Salgado, and Scott Breeden

MEMBERS NOT IN ATTENDANCE

Chairperson Miller and Nick Provenzano

Ms. Evertsen arrived at 8:20 A.M.

OTHER ATTENDEES

In attendance were: 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; Jessica Drahos, State's Attorney Office (SAO); Pam Cumpata and Charlie Eldredge, McHenry County Economic Development Corporation (MCEDC); Gloria Mack and Nick Chirikos, McHenry County Historic Preservation Commission; Steve Pasinski, Thomas Engineering Group; P. J. Fitzpatrick, Wills Burke Kelsey Associates (WBK); Mark Dammyer, Division of Transportation, Construction Manager; Cha Lee, Division of Transportation, Consultant Project/Design Engineer; Jason Osborn, Division of Transportation, Principal Transportation Planner; Brittany Graham, Division of Transportation, Transportation Planner; Debra Kroll, Division of Transportation, Administrative Specialist.

PUBLIC COMMENT

- None

APPROVAL OF MEETING MINUTES – AUGUST 17, 2011 AND AUGUST 30, 2011

On a motion by Ms. Peschke, seconded by Ms. Salgado, the meeting minutes of August 17, 2011 and August 30, 2011 were approved as presented.

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

Ms. Evertsen arrived at 8:20 A.M.

PRESENTATIONS

Greenwood Road Scenic Route Designation

Ms. Gloria Mack of the McHenry County Historic Preservation Commission addressed the Committee on the Greenwood Road Scenic Route designation. The nomination application was submitted by the fourth and fifth grade classes of Greenwood School. The application was completed by the students, who also spoke before their Village Board regarding the designation. One of the goals of the Scenic Road Program is to increase awareness of the beauty around you. The Commission received a thank you note from each student.

The Commission will move ahead with plans for the dedication. The dedication date has not yet been determined, but will be scheduled on a school day so that the students may participate.

2040 Long Range Transportation Plan Update

The McHenry County Division of Transportation (MCDOT) staff provided a brief presentation to the Committee regarding the web site developed for the 2040 plan.

The web site is interactive and allows people to upload pictures, provide comments on a map, and take surveys. It also has a section that will be dedicated to student involvement. The website offers many user options, both informational and participatory, i.e., Upcoming events, Subscribe to the Newsletter, Attend a Workshop, Add Feedback to the Map, Upload Photos, Visit us on Facebook, Twitter, and Take a Survey.

The website is: www.2040mchenrycountyplan.org

RESOLUTION APPROPRIATING SUPPLEMENTAL FUNDS FOR ANNUAL STRIPING PAINT MATERIALS

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution appropriating supplemental funds for roadway striping paint for FY2011.

On April 20, 2011, the Transportation Committee approved bids by the State of Illinois through the State Purchase Program for traffic paint. Contracts through Central Management Services (CMS) can customarily be increased at the option of the County utilizing the same original bid prices.

The MCDOT staff estimates its paint needs during September of the preceding year. As the paint purchased does not have a very good shelf life, great care is taken not to overestimate our paint needs, as it cannot be stored over the winter for use the following year. This year, a change in operators of the MCDOT's paint machine was required due to staffing issues. Driving the paint machine is an art, and even going one or two miles an hour slower can significantly change the amount of paint that is used per day. This staffing change combined with changing township paint needs (which are also estimated in the preceding September by the Road Commissioners) and the deteriorating conditions of the MCDOT's own striping over the harsh 2010-2011 winter has resulted in the need for an extra 1,250 gallons of white paint in addition to the 6,000 gallons previously contracted for.

Proposed resolution for this supplement is for \$10,000.00 for a grand total of \$120,000.00 for paint. As the overall purchase out of this line item was less than the original budgeted amount, this increase is included within the existing budget for this line item in the FY 2011 budget.

On a motion by Ms. Salgado, seconded by Ms. Evertsen, the resolution approving the appropriation of supplemental funds for annual striping paint materials 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 FOR PAVEMENT CONDITION SURVEY SERVICES AND APPROPRIATING FUNDS

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution approving an Engineering Services Agreement with Applied Research Associates of Champaign, Illinois for Pavement Condition Survey Services.

In 2006, the MCDOT began its Pavement Preservation Program to extend the useful life of County pavements as a means to offset the rising cost of roadway reconstruction. At that time, the use of the Pavement Management System (PMS) and the Geographic Information Systems (GIS) were deemed necessary to effectively facilitate the program. Specifically, these systems seek to optimize the expenditure of funds as a means to increase the overall condition of County pavements.

The contract with Applied Research Associates includes the collection of pavement distress information and roadway images, the development of pavement performance models and to assist with updating the pavement management plan for the Highway Improvement Program (HIP). The collected information will be used to record current pavement conditions, predict future pavement conditions and evaluate potential pavement rehabilitation scenarios.

The scope for this project does not include pavement structural characteristics. Rather, this data is collected on a project by project basis due to the scope and magnitude of this information. The surface distresses that are collected are used as a tool to help facilitate the MCDOT engineers in developing the pavement maintenance program.

The selection of Applied Research Associates was confirmed by the Transportation Committee on July 20, 2011 through the Request for Qualifications (RFQ) process. On May 18, 2011 the Transportation Committee gave concurrence to post the RFQ on the County Website. At that time, it was anticipated that the fee would be around \$100,000.00. Consultant interviews were not included as part of the RFQ process.

On a motion by Ms. Peschke, seconded by Ms. Salgado, the resolution approving an engineering services agreement for pavement condition survey 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 AMENDING AN INTERGOVERNMENTAL AGREEMENT AMENDMENT BETWEEN MCHENRY COUNTY AND PACE SUBURBAN BUS TO MODIFY REGISTRATION PROCEDURES FOR COORDINATED TRANSPORTATION SERVICES

The McHenry County Division of Transportation (MCDOT) staff requests the approval of an amendment to an intergovernmental agreement (IGA) between the County and Pace Suburban Bus to modify the rider registration process.

The County’s contract with Pace Suburban Bus was approved by the County Board on December 15, 2009. The service started on February 13, 2010. This amendment modifies the registration process to eliminate long-delays and lessen rider confusion. Pace has already implemented the change operationally but has requested an amendment to the contract to account for this change. The amendment is one (1) sentence on Page 14 of the contract. It now says “McHenry Pilot Project shall waive submission of passenger registration forms to Pace, effective June 13, 2011.”

Since the beginning of the service, County staff has been undertaking rider registration by handing out registration forms on the buses, senior centers, and human resource agencies. County staff has also been taking phone calls to register riders as well as compiling registrations provided over the internet. All of these registrations were transferred to a standard Pace registration form and transmitted to Pace where the information was entered into a rider database. This process typically took a few days and could take up to ten (10) days to complete before a new rider could call and schedule a trip. In 18 months, over 1,700 individuals were registered.

Since June 11, 2011, a new rider simply calls Pace to schedule a trip and will be asked a few registration questions including name and date of birth before scheduling a trip. Then, they are asked for the trip purpose. Pace provides a list of individual riders to the County for each month. New riders are added to the existing registrations. The County still encourages riders to fill out a registration form to provide greater useful information; however, this form is no longer required because relevant information is collected at the call center.

On a motion by Ms. Peschke, seconded by Ms. Salgado, the resolution approving an amendment of an IGA amendment between McHenry County and Pace Suburban Buy to modify registration procedures for coordinated transportation services was approved with a recommendation to the County Board.

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

RESOLUTION AUTHORIZING THE TRANSFER OF SURFACE TRANSPORTATION PROGRAM (STP) FUNDS FOR PARTIAL REIMBURSEMENT OF THE COUNTY ENGINEER’S ANNUAL SALARY

Mr. Austin requested the Committee’s approval of the resolution authorizing the transfer of Surface Transportation Program (STP) funds for partial reimbursement of the County Engineer’s annual salary.

By authorizing the transfer of the STP funds for the County Engineer salary, it ensures that the position is held by a qualified and professional individual and permits the County to be reimbursed 50% by the STP funds.

On a motion by Ms. Peschke, seconded by Mr. Breeden, the resolution authorizing the transfer of Surface Transportation Program (STP) funds for partial reimbursement of the County Engineer's annual salary 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 WITH THE STATE OF ILLINOIS FOR THE GRAF ROAD TOWNSHIP BRIDGE PROJECT AND APPROPRIATING FUNDS

The McHenry County Division of Transportation (MCDOT) staff requests approval of the resolution approving an Intergovernmental Agreement with the State of Illinois for Federal Participation for the reconstruction of the Graf Road Township Bridge over the West Branch of the Piscasaw Creek.

The Division of Transportation (DOT) has secured Highway Bridge Replacement (HBP) funds for 80% of the construction cost of the structure. This agreement outlines the funding commitment from the State to provide Federal funds to the project. This project is scheduled for the November 18, 2011 letting pending right-of-way availability.

This is a standard agreement with the State of Illinois for Federal Participation. The agreement identifies that the County will be reimbursed \$1,218,868.00 (maximum allowable) for the construction agreement. The local (County) share is \$304,717.00. Note that as FY 2011 Township Bridge Program funds have been depleted, the entire 20% local match will be paid for out of the County Bridge fund.

On a motion by Ms. Salgado, seconded by Ms. Peschke, the resolution approving an IGA with the State of Illinois for the Graf Road Township Bridge project and appropriation of funds was approved with a recommendation to the County Board.

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

OLD / NEW BUSINESS

Old Business

Construction Updates

Rakow Road

- Rakow Road has reached 25% by dollar value completion. With school now in session, the project traffic engineers have been monitoring intersection operations during peak times for schools and some changes and alterations were made to signal timings to improve the traffic flow. Intersection concrete pours will be taking place late this week and main line pavement, next week.

Union Road Bridge

- Deck pouring will take place Thursday. There will be an extension of this project by one (1) to two (2) weeks.

Lawrence Road Bridge in Chemung

- The project first-half stage has been completed. Approaches to the bridge have been paved and traffic will be switched over to the new bridge, while the old section is being torn apart.

Graf Road Bridge in Lawrence

- Deck beams were set last week and the next step is to pour the reinforced concrete deck. The project is moving along well.

Dunham Road Bridge Replacement (Township section) west of IL Route 23

- The bridge was closed in June 2011, anticipating utility replacements that did not take place on time. Replacements have since been completed; however, after a meeting with the Township Commissioner, MCDOT staff was advised that the contractor felt they could not complete the project and have it open in time for the winter season. The Township Commissioner did not want the bridge closed for the winter, so

on September 2, 2011 the bridge was re-opened to traffic and the project will continue in the spring of 2012.

Blivin Street Bridge

- The bridge was closed on August 8, 2011 to expedite issues with utilities and those issues have since been addressed. We are in a position where ComEd will have their power shut off this week, allowing us to proceed with construction. We are looking to expedite construction by paying premium time for extra hours every day and eight (8) hours on Saturday. The overtime differential would be paid from local funds and not from Federal funds. The estimated amount for expediting the project is \$35,000.00.

Walkup Road

- Sod is being placed and within one (1) to two (2) weeks the project will be completed.

Next phase of Walkup Road – This phase of the project has gone to letting. The McHenry County Division of Transportation (MCDOT) received three (3) bids, with Berger Excavating as the low bidder at \$10.7 million. They did not meet all of the necessary qualifications and the Illinois Department of Transportation (IDOT) offered them a reconsideration hearing and they declined the hearing. They are now considered a non-responsive bidder.

The next lowest bidder was Curran Contracting at \$11.4 million. IDOT asked if the MCDOT concurred with the selection of the next lowest bidder and the MCDOT concurred. The MCDOT will proceed with the project. Curran Contracting has not yet been awarded the project, but are in line to receive the award of the project from IDOT.

New Business

- None

EXECUTIVE SESSION - MEETING MINUTES

On a motion by Ms. Salgado, seconded by Mr. Breeden, the Committee went into Executive Session at 8:50 A.M. 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. Peschke, seconded by Ms. Evertsen, the Committee went into Regular Session at 9:06 A.M.

A roll call vote was taken with all members present voting “yes”; motion carried. Vice-Chairperson Yensen noted that “no action” was taken in Executive Session.

The Executive Session meeting minutes of August 17, 2011 were reviewed and by direction of the Committee will be forwarded to the State’s Attorney Office (SAO) for review and release.

MEMBER COMMENTS

- Ms. Evertsen requested inclusions to the Transportation Committee meeting minutes of August 17, 2011. This request will be brought forward to the September 21, 2011 meeting, so that Committee members can vote on the changes/inclusions.
- Vice-Chairperson Yensen noted that there will be a ribbon cutting ceremony for the new fire station located at Algonquin Road and Square Barn Road. The ceremony is scheduled for Sunday, September 11, 2011 at 8:30 A.M. In addition to the ribbon cutting ceremony, there will be a commemoration of September 11, 2001.

NEXT MEETING DATE & LOCATION

Transportation Committee meeting on Wednesday, September 21, 2011 at 8:15 A.M. – McHenry County Division of Transportation

ADJOURNMENT

On a motion by Ms. Peschke, seconded by Ms. Evertsen, the meeting adjourned at 9:12 A.M. A voice vote was taken with all members present voting “aye”; motion carried.

APPROVED