

Minutes of the Transportation Committee

The Transportation Committee of the McLean County Board met on Tuesday, December 2, 2008 at 8:00 a.m. in Room 404, Government Center, 115 East Washington Street, Bloomington, Illinois.

Members Present:	Chairman Hoselton, Members Caisley, Cavallini, McIntyre, Soeldner and Wollrab
Members Absent:	None
Other Members Present:	None
Staff Members Present:	Mr. John Zeunik, County Administrator, Mr. Terry Lindberg, Assistant County Administrator, Mr. Bill Wasson, Director of Administrative Services, Ms. Diana Hospelhorn, Recording Secretary
Department Heads Present:	Mr. Eric Schmitt, County Engineer
Others Present:	Mr. Jerry Stokes, Assistant County Engineer, Highway Department, Ms. Michelle Anderson, Financial Reporting Specialist, County Auditor's Office, Ms. Linda Olson, McLean County Farm Bureau

Chairman Hoselton called the meeting to order at 8:01 a.m. He welcomed the new Committee members, Ms. Laurie Wollrab, District # 4, Mr. Don Cavallini, District # 1, Mr. John McIntyre, District # 6 and Mr. Jim Soeldner, District # 2. He encouraged the newly elected members to read the Committee Responsibilities and Functions as contained in the County Board Rules.

Mr. McIntyre asked if the Chairman of the Board sits on a Committee to form a quorum, is he then a voting member of the Committee? Mr. John Zeunik, County Administrator, answered that the Chairman would be a voting member only if the Committee does not have a quorum present. He explained that any Board member can attend any Committee Meeting. At the Committee Chairman's discretion, any Board member can participate. If there is a quorum of the Committee present to conduct business, only the members of that Committee can vote on items for action on the agenda. The Chairman of the County Board's responsibility is, in the event there is not a quorum present and he is available and can attend to make a quorum, then he becomes a voting member of that Committee.

Mr. Soeldner asked if he would be receiving packets for all of the Committees. Mr. Zeunik explained that in the County Board Agenda packet, which is delivered to all Board Members the Friday before the County Board meeting, all minutes from all previous Committee meetings will be included in that packet titled "General Report."

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Chairman Hoselton asked if there were any other questions for Mr. Zeunik. Hearing none, he stated that the first item for action is approval of the minutes from the November 4, 2008 meeting.

Motion by Caisley/Cavallini to recommend approval
of the minutes from the November 4, 2008 meeting
of the Transportation Committee.
Motion carried.

Chairman Hoselton asked the Committee to review the bills for November, 2008. He explained that the Committee receives a letter from Ms. Jackie Dozier, County Auditor stating that she has reviewed the bills and that they are in compliance with the McLean County adopted ordinances. The bills are given to the Committee members at the meeting. At this time, they are reviewed by the members and recommended for approval. The prepaid total is \$2, 077,160.76.

Mr. Zeunik stated that under Illinois Law, local governments are required to pay bills within 30 days after receipt and submission. As a result of this State law, the McLean County Board adopted an Ordinance authorizing the County Auditor to go ahead and make timely payment so that no bills are delinquent. They are always paid within 30 days as long as the County Auditor can certify to the oversight Committees and to the County Board that the bills being submitted are in agreement with the Budget Ordinance adopted and that funds are available to pay the bills. He explained that each Committee then receives a certification from the Auditor showing the bills that have been paid, showing which line items the bills have been charged against, and which funds the bills have been paid out of. The cover page shows a column of prepaid bills and a second column if there are any bills pending.

Mr. Caisley asked what is the department purchasing from Cargill?. Mr. Eric Schmitt, County Engineer, stated that the bill from Cargill is for salt.

Motion by Cavallini/McIntyre to recommend payment of the November, 2008 bills, as submitted by the County Auditor. Motion carried.

Chairman Hoselton stated that the first item to be presented for action is the Resolution and Letting results from the November 19, 2008 Township 2009 Motor Fuel Tax Maintenance Sections. He referred to the break down of the bids and explained the bidding process.

Mr. Eric Schmitt, County Engineer, stated that the bids are for eight (8) Road Districts 2009 MFT Maintenance sections. He noted that the County stockpiles chips for oil and chip projects in the summer. Mr. Schmitt informed the Committee that all bids are advertised in the Illinois Department of Transportation (IDOT) bulletin and also in The Pantagraph.

Ms. Wollrab asked if the County has an Ordinance defining a responsible bidder. Mr. Schmitt stated that the State of Illinois has requirements for a responsible bidder. Stockpile jobs have fewer requirements than do road work projects. Mr. Zeunik added that the County also has an Ordinance which defines a responsible bidder.

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Mr. Schmitt stated that the funds are coming from the Township's share of the Motor Fuel Tax. The Townships have the final decision whether or not to recommend approval on the bids. He recommended that they award the following materials and contracts:

2009 MFT Maintenance Sections:

Allin Road	Sec 09-01000-00-GM	GR14	
The successful bidder on the above section was:			
Towanda Company			\$4,580.00
201 W. Jackson St., P.O. Box 230, Towanda, IL 61776-0230			
Anchor Road	Sec 09-02000-00-GM	GR 14	
The successful bidder on the above section was:			
Limestone Transit, Inc.			\$10,976.00
1206 W. Oak St., P.O. Box 80, Fairbury, IL 61739-0080			
Cheney's Grove Road	Sec 09-08000-00-GM	GR 14	
The successful bidder on the above section was:			
Limestone Transit, Inc.			\$12,452.50
1206 W. Oak St., P.O. Box 80, Fairbury, IL 61739-0080			
Cropsey Road	Sec 09-10000-00-GM	GR14	
The successful bidder on the above section was:			
Towanda Company			\$5,782.50
201 W. Jackson St., P.O. Box 230, Towanda, IL 61776-0230			
Gridley Road	Sec 09-18000-00-GM	GR14	
The successful bidder on the above section was:			
Towanda Company			\$11,170.80
201 W. Jackson St., P.O. Box 230, Towanda, IL 61776-0230			
Hudson Road	Sec 09-19000-00-GM	GR14	
The successful bidder on the above section was:			
Carri Scharf Materials			\$9,976.00
7 Carri Dr., Bloomington, IL 61705			
Martin Road	Sec 09-22000-00-GM	GR14	
The successful bidder on the above section was:			
Towanda Company			\$12,890.00
201 W. Jackson St., P.O. Box 230, Towanda, IL 61776-0230			

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West Road Sec 09-29000-00-GM GR14
The successful bidder on the above section was:
 Carri Scharf Materials \$4,349.75
 7 Carri Dr., Bloomington, IL 61705

Motion by Caisley/Cavallini to recommend
approval of the Resolution and Letting Results
from the November 19, 2008 Township 2009
Motor Fuel Tax Maintenance Sections.
Motion Carried.

Chairman Hoselton stated that the next item for action is an Emergency Appropriation Ordinance.

Mr. Schmitt explained that the reason for the Emergency Appropriation Ordinance is to complete projects stated in 2007 and carried over into 2008. Due to the increased construction cost for construction of roads, bridges and culverts, the projects have exceeded the budgeted amount by \$1, 542,955.25. He recommended approval of the following amendments to the Fiscal Year 2008 Combined Annual Appropriation and Budget Ordinance:

Mr. Caisley noted that the appropriation lapses if not spent during the fiscal year in which the funds were appropriated. The funds then need to be reappropriated in the next year for the bills to be paid.

	<u>Adopted</u>	<u>Add</u>	<u>Amended</u>
County Highway Department Construction Maintenance 0123-0055-0056-0400-0000	\$139,023.00	\$456,044.25	\$595,067.25

	<u>Adopted</u>	<u>Subtract</u>	<u>Amended</u>
County Highway Department Purchase of Right of Way 0123-0055-0056-0820-0001	\$150,000.00	\$141,500.00	\$8,500.00

	<u>Adopted</u>	<u>Add</u>	<u>Amended</u>
County Highway Department Const. Roads/Bridges/Culverts 0123-0055-0056-0810-0001	\$150,000.00	\$597,544.25	\$747,544.25

Motion by Soeldner/Wollrab to recommend
Approval of the Emergency Appropriation
Ordinance Amending the McLean County Fiscal
Year 2008 Combined Annual Appropriation
and Budget Ordinance, McLean County
Highway Department Fund 0123, McLean
County Highway Department 0055.
Motion Carried.

Chairman Hoselton stated that the next items to be presented to the Committee are items for information.

Mr. Schmitt reported on the construction of the Seegmiller Bridge – Weston Road – CH13 – Section 05-00130-13-BR. He stated that construction is complete and the road is open. Final payment has been made.

Mr. Schmitt continued with the Ropp Road/Invenergy Wind Farm - Section 08-00056-08-SM. He stated that construction is complete, but final payment has not yet been made.

Mr. Schmitt noted that the work on the Equipment Storage Building is complete. Final payment for Change Order #2 has not yet been made. The value of Change Order #2 is \$1,166.00, which must be approved by the Property Committee.

Mr. Schmitt stated that the footing and concrete pad for the emergency generator has been poured and the conduits installed. The emergency generator is scheduled to be shipped from the manufacturer on December 8, 2008.

Mr. Schmitt updated the Committee on the East Side Highway Corridor Study. He stated that the final report, for the County's review, has been received. The report will first be reviewed by the Project Study Team. The Committee will receive a copy of the final report once it has been reviewed.

Mr. Schmitt reported to the Committee how the Highway Department purchases fuel. The Highway department has storage for 10,000 gallon of clear diesel. He stated that 7,000 gallons are usually purchased at a time. Quotes are in by 7:30 a.m. and the fuel is delivered that afternoon. He stated that the City of Bloomington does contract for 50% of their fuel use. The price is set at the time of the bid and the contract also allows them to pay three cents per gallon on a tanker load of fuel above the board price of that day and ten cents per gallon on a smaller single axel truck load of fuel.

Mr. Caisley stated the Bloomington – Normal Public Transit District is exploring the best process to purchase fuel. He suggested that the County should also make sure that we are using the best process for purchasing fuel.

Mr. Schmitt replied that he would contact Blue Ridge School District and discuss their current process for purchasing fuel. He stated that Woodford County Highway Department is in the process of looking at different alternatives for purchasing fuel. He noted that direct purchasing of fuel is not an option for the County. The County is not a licensed hauler of fuel and we do not have a legal tank to haul fuel. He stated that the County does get close to direct cost through Yoder Oil and FS when purchasing a tanker of fuel.

He continued with a report on alternative fuel hybrid vehicles for the tandem trucks. He stated that propane trucks are not an option for the County. They are limited to a 19,000 pound Gross Vehicle Weight (GVW). The County's large tandems are 56,000 pound GVW. The diesel-electric hybrid currently only goes up to 30,000 pound GVW. He stated that there is a natural gas truck within the County's required GVW; however, Sterling Trucks, the only producer of the natural gas truck, will be out of business in 90 days. Mr. Schmitt stated that, at this time, there is not an alternative fuel hybrid vehicle in our class range that is available.

Chairman Hoselton stated that, at this time, there is a recommendation for the Committee to go into Executive Session – Personnel Matters.

Motion by Cavallini/McIntyre to go into
Executive Session to discuss Personnel
Matters.
Motion Carried.

The Committee went into Executive Session at 9:05 a.m.

The Committee returned to Open Session at 9:30 a.m.

Chairman Hoselton asked Mr. Zeunik to address the Committee.

Mr. Zeunik stated that based on the Committee's discussion, they have recommended a merit increase of 7 steps and a salary, as of January 1, 2009, of \$96,710.93. He noted that the Committee is very positive and pleased with Mr. Eric Schmitt's performance since assuming the position of County Engineer. They feel Mr. Schmitt has taken over the responsibilities and handled those responsibilities very professionally and very capably. He stated that he is very supportive of this recommendation moving forward to the County Board.

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Motion by McIntyre/Cavallini to recommend
Approval of the 2009 County Engineer MFT
Appropriations Resolution.
Motion Carried

Chairman Hoselton asked if there was any other business to come before the Committee.
Hearing none, he adjourned the meeting at 9:37 am.

Respectfully submitted,

Diana Hospelhorn
Recording Secretary