

Minutes of the Transportation Committee

The Transportation Committee of the McLean County Board met on Tuesday, October 6, 2009 at 8:00 a.m. in Room 404, Government Center, 115 East Washington Street, Bloomington, Illinois.

Members Present: Chairman Hoselton, Members Caisley, Cavallini, Soeldner, McIntyre and Wollrab

Members Absent: None

Other Members Present: None

Staff Members Present: Mr. Terry Lindberg, County Administrator, Mr. Bill Wasson, Assistant County Administrator, Ms. Diana Hospelhorn, Recording Secretary

Department Heads Present: Mr. Eric Schmitt, County Engineer;

Others Present: Mr. Jerry Stokes, Assistant County Engineer
Mr. Mark Leake, County Highway Maintenance Coordinator, Ms. Michelle Anderson, County Auditor

Chairman Hoselton called the meeting to order at 8:00 a.m. He stated that the first item for action is approval of the minutes from the September 1, 2009 meeting.

Motion by Cavallini / McIntyre to recommend approval of the minutes from the September 1, 2009 meeting of the Transportation Committee.
Motion carried.

Chairman Hoselton asked the Committee to review the bills for September, 2009. The prepaid total is \$803,362.95.

Chairman Hoselton asked if the Department was experiencing overtime. Mr. Eric Schmitt, County Engineer, responded that most of the overtime is for Engineering Staff. The Department has built three bridges this year. When the contractors are working the Department is on the job site.

Mr. Cavallini questioned if the purchase of right-of-way is for one parcel or several. Mr. Schmitt advised that there are several parcels. Each parcel is a separate claim.

Mr. Soeldner asked how the Department arrived at the agreed amount. Mr. Schmitt stated that Jerry Stokes, Assistant County Engineer, did the research by comparing the land sales in the area to reach a base value.

Motion by Soeldner / Caisley to recommend payment of the September, 2009 bills as submitted by the County Auditor. Motion carried.

Chairman Hoselton stated that the first item to be presented for action is a Resolution by the County Board of McLean County Delegating the Authority to Set and Post a Special Speed Limit While Traveling Through Highway Construction or Maintenance Zones. Chairman Hoselton asked Mr. Eric Schmitt to address the Committee.

Mr. Schmitt noted that, at the September Committee meeting, the Committee suggested that a resolution be drafted that allowed the Department to reduce the speed limit in a construction zone. He stated that this resolution would give the

Department that authority. The authority to remove the speed limit reduction is not necessary.

Motion by McIntyre / Wollrab to recommend approval of Resolution by the County Board of McLean County Delegating the Authority to Set and Post a Special Speed Limit While Traveling Through Highway Construction or Maintenance Zones.
Motion carried.

Mr. McIntyre inquired that now the Downs Bridge is open, what was the success of the four-way stop at the intersection. Mr. Schmitt stated that the four-way stop worked well. He advised that traffic counts were taken before the bridge was closed, shortly after it was closed, and right before the bridge was reopened to traffic. The traffic count was between 2 ½ – 3 times the amount of traffic than before. Mr. Schmitt advised that it does take time for the public to get used to the four-way stop. Another traffic count will be taken the end of October to see how many will be using this route permanently.

Mr. Cavallini asked if the State would be the one to monitor the traffic at the stop sign on Route 24 and Old Route 66 in Chenoa. Mr. Schmitt noted that he contacted the State with our concerns on the Bike Trail. He stated that the City of Chenoa tried to add lights but the State did not agree. Signs have been posted advising of the stop sign on Route 24.

Chairman Hoselton stated that the next item for action is a Resolution by the County Board of McLean County Prohibiting Excessive Engine Braking Noise Along County Highway 29 (Towanda-Barnes Road) from Fort Jesse Road (1600N) to General Electric Road (1500N).

Mr. Schmitt informed the Committee that the Department has received several complaints from residents along the mile of Towanda Barnes Road from Fort Jesse to GE Road. There is a significant amount of truck traffic on Towanda Barnes. The law now allows for signs to be posted. Several counties enter into Intergovernmental agreements with the Villages to maintain signs posted on the right-of-way. The department has a policy that if the traffic is over 7500 cars a day, the County will post signs and maintain them. If the traffic count is less than 7500 cars a day the Village would be responsible to post and maintain the signs by Intergovernmental Agreement.

Mr. Caisley asked who would enforce the violations. Mr. Schmitt responded that enforcement would be through the Sheriff's Department or the City of Bloomington Police. They both patrol the area.

Motion by McIntyre / Cavallini to recommend approval of the Resolution by the County Board of McLean County Prohibiting Excessive Engine Braking Noise Along County Highway 29 (Towanda-Barnes Road) from Fort Jesse Road (1600N) to General Electric Road (1500N).
Motion carried.

Chairman Hoselton continued with the Items of Information. The first item is the Towanda Overpass – Sec 05-00071-04-RS.

Mr. Schmitt reported that the north bound pavement and shoulder have been removed. The aggregate base course has been installed and they plan to pour the week of October 5, 2009. The project is progressing slower than anticipated and will not be completed until next year.

Mr. Schmitt continued with the Saybrook / Arrowsmith Road Bridge – Sec 07-00045-03-BR project report. He reported that the Saybrook / Arrowsmith Road Bridge construction on CH 36 is complete and the road is open to traffic. Only minor clean up items remain. He pointed out that this was one of last timber pile bridges in the County.

Mr. Caisley informed the Committee that the Illinois Department of Transportation has a new website listing all of Illinois' 760 structurally deficient bridges.

Mr. Schmitt noted that the Horse Farm Road – Sec-07-00058-WR overlay project from Route 136 to the LeRoy Spur has begun. The road is being updated to an 80,000 pound road. The level binder and area reflective crack control treatment have been placed. The project should be completed in an estimated 2 -3 weeks.

Mr. Schmitt advised that the Gridley Road Bridge – Sec 07-00161-01-BR construction is complete. Final paperwork needs to be completed and final payment made. This was one of the County's timber pile bridge.

Mr. Schmitt continued with the Motor Fuel Tax (MFT) Revenue. He stated that the Department has received nine Motor Fuel Tax Allotments in 2009. The allotment for September, 2009 came in at \$171,738.38. The budget estimate for 2009 was \$203,415.75. He stated that the average allotment received for the nine months in 2009 is \$189,119.72 per month. The shortfall to date is \$14,296.03 per month for a total of \$128,644.27, 7.03% below the fiscal year 2009 budget estimate. He noted that the MFT General Maintenance Expenditures are down \$55,200.90 because the bid prices for our oil and chip work, paint and beads, and crack filler all came in below our estimated costs. Mr. Schmitt estimates the MFT Revenue will average \$190,000 by end of year 2009.

Mr. Schmitt informed the Committee that on Tuesday, October 13, 2009 from 7:00 p.m. to 9:00 p.m. the East Side Highway Study Group will hold a Public Informational Meeting in Room 400 of the Government Center. He noted that the purpose of the meeting is for Clark Dietz to present the findings of the East Side Highway Study. An outline of the next phase of the study will be discussed. The public will then be given an opportunity to ask questions concerning the next phase of the study.

Chairman Hoselton encouraged members of the Committee to attend the informational Public Hearing.

Mr. Caisley asked what kind of publicity the Public Hearing would receive. Mr. Schmitt responded that the Public Hearing Notice was advertised in the Pantagraph. The Public Hearing notice is also on the East Side Highway Study's website. The information will be added to the County Highway Department's website following the Public Hearing.

Mr. Schmitt stated that on September 22, 2009 the Highway Department received notification from the Illinois Department of Transportation's (IDOT) approval of funding for the Historic Route 66 Bike Trail. \$1,440,000 in American Recovery and Reinvestment Act (ARRA) funding was committed to this project, with a maximum of 80% federal funds and 20 % local match. The Historic Route 66 Bike Trail will be on the March 2010 IDOT letting.

Mr. Schmitt referred the Committee to the letter from IDOT with confirmation that the County did receive funding for the Safety Project at Lake Evergreen. The County will receive \$180,000 for the intersection relocation of Ropp Road at the boat ramp. He advised that the design will be completed and the project will be done in the summer of 2010.

Chairman Hoselton stated that FY' 2010 Recommended Budget will now be presented for action to the Committee.

Mr. Terry Lindberg, County Administrator, referred to page xiv of the McLean County FY' 2010 Recommended Budget book. He noted that this page shows the total property tax levy proposed for FY' 2010. Three of the four Highway funds rely heavily on property taxes.

<u>Fund</u>	<u>Max Rate</u>	<u>2009 Tax Rate</u>	<u>2010Tax Rate</u>
County Highway	.07500	.07284	.07096
Bridge Matching	.05000	.04844	.04719
County Matching	.03750	.03604	.03512

Mr. Lindberg noted that there is room in the statutory maximum rates for these funds to be significantly higher. The FY' 2010 Proposed Highway Budget, for tax purposes, shows an increase of 2% or less. He referred to page XVI. The summary of budgets for the Highway Funds shows:

<u>Fund</u>	<u>2010 % of Change</u>
County Highway Department	-5.34%
Bridge Matching	1.81%
County Matching	1.85%
Motor Fuel Tax	-13.58%

Mr. Schmitt presented the FY' 2010 Recommended Budget. He stated that the first fund to be addressed is the Highway Fund

County Highway Fund 0120-0055 The revenue can be found on page 205 of the FY' 2010 Recommended Budget and pages 1-2 of the Highway Department Revenue print out.

Mr. Schmitt noted that the Department included justifications for any significant changes.

Revenue

410.0022 Labor and Equipment Rental This line item has been reduced from \$210,000 in the FY' 2009 to \$150,000 in the FY' 2010, a difference of 29%. A large part is due to MFT dollars being down and less money is being transferred from MFT funds

Mr. Soeldner questioned line-item 410.0010 Construction / Maintenance. He asked how Wind Farm Revenue is paid to the County. Mr. Schmitt responded that the agreement with Horizon Wind Farm was a payment of \$50,000 annually for five years for each base. Because it was done in two phases the County will receive the revenue for six years. He stated that the County has the same agreement with Invenergy Wind Farm. This Revenue covers permit fees and engineering costs on design work.

Mr. Cavallini commented on the increase of the revenue listed on line item 415.001 Interest and Investments. Mr. Schmitt responded that the revenue is received at the end of the year. Mr. Lindberg noted that the Treasurer makes an allocation of the centrally invested accounts back to the funds at the end of the year. The fund balances have gone down along with the declining interest rates.

Mr. Schmitt stated that The Highway Department Fund expenditures can be found on pages 206-209 of the FY' 2010 Recommended Budget and pages 3-7 of the Highway Department Expense print out.

Expense

0503.0001 Full Time Employees Salaries Mr. Schmitt stated that this line-item decreased from \$769,593 in the FY' 2009 to \$752,254 in the FY' 2010, a reduction of 2%. This decrease is due to the Early Retirement Incentive offered by the County.

0516.0001 Occasional/Seasonal Employees Mr. Schmitt stated that this line-item has been moved from the Highway Fund to the MFT Fund showing a decrease of 14% - \$6,000.

608.0001 Gasoline/Oil/ Diesel Fuel Mr. Schmitt stated that this line-item has decreased from \$385,000 in the FY' 2009 to \$301,500 in the FY' 2010, a reduction of 22% compared to last year's increase of 71% increase. This year gasoline cost is significantly lower than last year. He noted that the fund amount was based on the instability of the gasoline / oil market.

Chairman Hoselton asked the number of Highway employees taking home County owned vehicles. He questioned if the cost to the County had ever been considered. Mr. Schmitt responded that 11 employees driving County owned vehicles year around.

Mr. Hoselton asked if crew cabs would reduce the number of vehicles going to a job site. Mr. Mark Leake, County Highway Maintenance Coordinator noted that in some cases it would reduce the number of vehicles going to the job site and in other cases it would not. Chairman Hoselton noted that the 11 employees represent 1/3 of the County Highway staff.

Mr. Caisley asked what benefits the County receives by allowing the 11 employees to take home County owned vehicles and does the Department consider the benefits significant. Mr. Schmitt pointed out that these employees are the ones responsible to respond to emergency call outs. There is also the benefit of traveling directly to the job site. He stated that by going directly to the job site it saves the County overtime pay. Mr. Schmitt advised that there are significant benefits not only to the County but to the employees as well.

Chairman Hoselton noted that his intent was to learn the operational procedures of the Department.

Mr. Lindberg pointed out the procedure to allow County employees to take County owned vehicles home is a Departmental policy. He stated that there is also a County policy to charge back personal miles. Mr. Lindberg noted that the benefits to the County outweigh the costs.

Mr. Soeldner advised that the County covers a large area of territory.

621.0001 Non Major Equipment Mr. Schmitt stated that this line item has reduced from \$28,000 in the FY' 2009 to \$17,500 in the FY' 2010. A decrease of 38% due to the trend in expenses being down.

716.0002 Engineering/Design Mr. Schmitt noted that this line item is down 16%. The East Side Highway Study was in the 2009 budget. He noted that there is no local match required in the funding of the continuation of the East Side Highway Study.

718.0001 Schooling and Conferences This line item is down 22%, a reflection of the County wide cut back.

740-0002 Equipment Maintenance/Repair Mr. Schmitt stated that this line item has increased from \$200,000 in the FY' 2009 to \$220,000 in the FY' 2010. This 10% increase will help account for increase in petroleum and steel costs and the fact that the Department is keeping equipment for a longer period of time. This is one of the few line items in the FY' 2010 that did increase.

744.0001 Maintenance Buildings/Grounds/Equipment Mr. Schmitt advised that this line item is up 118 % from \$11,000 in the FY' 2009 to \$24,000 in the FY' 2010. \$13,000 will be used to paint the roof on the north garage and for maintenance on the building.

Mr. Cavallini asked what mandatory fees are. Mr. Schmitt responded that mandatory fees are for the MS4 permit, EPA permits, and individual dirt project permits. He noted that these fees are mandatory State requirements.

790.0004 Equipment Rental Mr. Schmitt stated that this line item has increased 122%, from \$8,200 in the FY' 2009 to \$18,200 in the FY' 2010. From the Colfax-Weston project the Department has a large stock pile of millings. After setting, the oil hardened. A crusher is now required to crush the millings. The crushed millings will be used for aggregate shoulders. The cost to crush the 3,500 – 4,000 ton will be \$2.50 per ton. To purchase gravel from the pit, the cost would be between \$7.00 and \$10.00 a ton for gravel, a significant savings to the Department.

Mr. Schmitt noted that, when making the decision to rent vs. purchasing, the frequency of use is considered. It is many times more economical to rent.

795.0001 Electric Service Mr. Schmitt advised that this line item has increased 7% due to the additional shed.

820.0001 Purchase of Right-of-Way Mr. Schmitt stated that this line item has increased from \$15,000 in the FY' 2009 to \$45,000 in the FY' 2010, an increase of 200%. Engineering costs for purchase of right-of-way are now reflected in this line item account.

832.0002 Lease/Purchase of Office Equipment Mr. Schmitt noted that this line item show an increase because it was moved from a different line item account.

838-002 Purchase of Machinery / Equipment for Highway Mr. Schmitt stated that this line item is for purchases under \$10,000. This line item has decreased 43% from \$34,900 in the FY' 2009 to \$20,000 in the FY' 2010. He referred to the following list of the equipment to be purchased:

- One new snow plow \$9,000
- Miscellaneous equipment \$5,000
- Survey equipment \$6,000

Total Line Item \$20,000

838.0001 Purchase of Radio Equipment This line item was previously in line item 838.0002.

850-0001 Capitalized Assets Mr. Schmitt noted that this line item has decreased 17% from \$403,000 in the FY' 2009 to \$335,000 in the FY' 2010. The following equipment is budgeted in the FY' 2010:

	Est. Sell Price	Est. Trade Price	Net Cost
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	Est. Sell Price	Est. Trade Price	Net Cost
Total Line Item	\$367,500	\$32,500	\$335,000

Mr. Schmitt stated that instead of purchasing new stainless steel dump bodies, they will be removed from the old Tandem trucks and placed on the new one. He advised that it is County policy to rotate Tandem trucks every 10 years.

Fund 0121 Bridge Matching The revenue can be found on page 210 of the FY' 2010 Recommended Budget and pages 8-9 of the Highway Department Revenue print out. Mr. Schmitt noted that bridge and drainage projects are funded by this line item as well as Township Joint Culvert projects.

410.0010 Personal Property Replacement Tax Mr. Schmitt pointed out that the Township Bridge projects money, \$150,000, has been moved from the 410.0095 Special Bridge line item. He noted that the Township Bridge Program (TBP) and the Township Motor Fuel Tax are separate Township funds that are monitored and administered, not budgeted.

Fund 0121 Bridge Matching expenditures can be found on page 211 of the FY' 2010 Recommended Budget and pages 10-11 of the Highway Department Expense print out.

526.0001 Overtime Pay Mr. Schmitt noted that this line item has been increased from \$20,000 in the FY' 2009 to \$22,000 in the FY' 2010, an increase of 10%. Anticipated overtime on two major bridge projects planned in 2010 is the reason for the increase.

Chairman Hoselton noted line item 778.0002 Administrative Surcharge has increased from \$9,800 in FY' 2009 to \$10,094 in FY' 2001, an increase of 3%. Mr. Schmitt reported that all three property tax funds, the County Highway Fund, the County Bridge Fund and the Matching Tax pay a surcharge to the County's General Fund. The services received from Information Technologies, the Administrator's office, the Auditor's office and the Treasurer's office are all included in this line item. Mr. Lindberg pointed out that a cost study was done a number of years ago determined that this charge is a relatively modest fee.

Mr. Caisley stated that the General Fund is always tighter than any of the Transportation Funds. He noted that the Administrative Surcharge is certainly justified.

Fund 0122 County Matching The revenue can be found on page 214 of the FY' 2010 Recommended Budget and page 12 of the Highway Department Print out.

415.0001 Interest Mr. Schmitt stated that this line item has been decreased from \$7,000 in the FY' 2009 to \$5,000 in the FY' 2010, a decrease of 29%. Interest on investments has been lower the last few years.

Fund 0122 County Matching The expenditures can be found on page 215 of the FY' 2009 Recommended Budget and page 13 of the Highway Department Expense print out.

716.0002 Engineering/Design Expense Mr. Schmitt noted that this line item has been decreased from \$20,000 in the FY' 2009 to \$19,600 in the FY' 2010, a decrease of 2%. Engineering, construction and some right-of-way purchases are the only line items paid out of the County Matching Fund.

Fund 0123 Motor Fuel Tax The revenue can be found on page 216 of the FY' 2010 Recommended Budget and page 14 of the Highway Department Print out. The MFT FY' 2010 Recommended Budget totals \$2,838,000 which has decreased 10% from FY'2009 Adopted Budgeted amount of \$3,161,000.

Revenue

407.0020 County Motor Fuel Tax Mr. Schmitt stated that this line item has decreased from \$2,830,000 in the FY' 2009 to \$2,803,000 in the FY' 2010, a decrease of 1%. The amount projected is slightly higher than the amount currently being received. Expresses have been adjusted to accommodate this decrease in funds.

Mr. Lindberg stated that in April all revenue sources will be looked at and, if the changes are necessary, he will make recommendations to the Board.

415.0001 Interest on Investments Mr. Schmitt noted that the Treasurer's office has invested \$500,000 for the County Highway Department. He stated that the Department's balances are currently high because the State has not billed the County on the Lexington Overpass. The MFT cash balance is currently \$1,900,000.

Mr. Lindberg pointed out that the actual fund Balance as of December 31, 2009 was \$1,200,000. He stated that the Treasurer's office presents a comprehensive financial status report monthly to the Finance Committee. A copy of this report will be provided to the Transportation Committee for the November 3, 2009 meeting.

Expense

503.0001 Full Time Employees Mr. Schmitt stated that this line item has decreased from \$748,909 in the FY' 2009 to \$718,685 in the FY' 2010, which is a decrease of 4% due to the Early Retirement Incentive offered by the County.

516.0001 Occasional/Seasonal Employees Mr. Schmitt pointed out that this line item has increased from \$44,000 in the FY' 2009 to \$45,500 in the FY' 2010 because the Highway fund for seasonal employees was lowered and the MFT expense for seasonal employees was raised.

810.0001 Construction Roads/Bridges/Culverts Mr. Caisley pointed out that this line item has decreased 33%. He noted that this decrease will limit the number of projects. Mr. Schmitt stated that the decrease in this line item is reflected by the decrease in revenue. Mr. Caisley asked if, with this appropriation, will the County be able to stay with the Five Year Plan. Mr. Schmitt noted that part of a project has been removed from 2010. Only ½ mile of a 2 ½ mile project on the Hudson/Stuckey Road will be done in 2010.

Mr. Schmitt asked if there were question concerning the Motor Fuel Tax Fund.

Motion by McIntyre / Cavallini to Recommend
tentative approval of the Fiscal Year 2010
Recommended Budget for all of the Highway
Department funds.
Motion Carried.

Mr. Schmitt presented the McLean County Highway Department 5–Year Plan 2010-2015. He referred the Committee to the hand out. The majority of next year's work will be the Dawson Lake Road (funded by Wind Farm revenue), the Hudson Stuckey Bridge, ½ mile of the Hudson Stuckey Road, the Gillum Road and the federal project on the Pipeline Road. Mr. Schmitt noted that there are no projects in the southwest corner of the County. He pointed out that all the hot mix has been completed on the roads in that area in the past 5-6 years. Mr. Schmitt stated that in the spring he and Mr. Jerry Stokes travel the roads of the County. The roads are rated based on:

- Ride
- Cracking
- Rutting

These numbers are factored and a rating is given to each road. The County has a total of 368 centerline miles of roads.

Motion by McIntyre / Cavallini to Recommend
approval of the County Highway 5-Year Plan
Motion carried.

Chairman Hoselton thanked the Department for a job well done.

Mr. Caisley asked for an explanation on the distribution of the MFT Funds. Mr. Schmitt responded that there is a formula which distributes the Motor Fuel Tax. Motor Fuel Tax funds are distributed in the following manner:

- County based on dollars of vehicle registration
- Municipalities based on population
- Township based on Road miles

There has been a decrease in the number of truck registrations in McLean County. This reflects a significant decrease in the revenue the County receives.

Chairman Hoselton asked if there was any other business to come before the Committee. Hearing none, he adjourned the meeting at 10:00 am.

Respectfully submitted,

Diana Hospelhorn
Recording Secretary