

**Transportation Committee Meeting  
Wednesday, June 18, 2008 – 8:30 A.M.  
McHenry County Division of Transportation  
Main Conference Room  
Woodstock, Illinois 60098**

Chairman Dan Shea  
Vice Chairman Ed Dvorak    Mary Lou Zierer  
Virginia Peschke        Lyn Orphal  
Sandra Salgado        Anna May Miller

**CALL TO ORDER**

Chairman Shea called the meeting to order at 8:30 A.M.

**MEMBERS IN ATTENDANCE**

Chairman Dan Shea, Vice-Chairman Ed Dvorak, Lyn Orphal, Virginia Peschke, Anna May Miller and Mary Lou Zierer

**MEMBERS NOT IN ATTENDANCE**

Sandra Salgado

**OTHER ATTENDEES**

In attendance were: Ken Koehler, County Board Chairman; John Labaj, Deputy County Administrator; Joseph Korpalski, Director of Transportation/County Engineer; Jeff Young, Assistant County Engineer; Walter Dittrich, Division of Transportation, Design Manager; Adam Lehmann, Administrative Intern for McHenry County; Paula Yensen, Village of Lake in the Hills Trustee; Iris Bryan, Town Crier Publication; Mark Dammyer, Division of Transportation, Construction Manager; Ed Markison, Division of Transportation, Assistant Maintenance Superintendent; Loren Schmitt, Division of Transportation, Road Supervisor; Ray Beets, Division of Transportation, Permit/Developer Project Manager; Chalen Daigle, Division of Transportation, Planning Liaison; Jason Osborn, Division of Transportation, Principal Transportation Planner; Glen Lindsey, Division of Transportation, Utility Coordinator; Debra Kroll, Division of Transportation, Administrative Specialist.

**PUBLIC COMMENT**

None

**APPROVAL OF MEETING MINUTES – JUNE 4, 2008**

On a motion by Ms. Orphal, seconded by Ms. Peschke, the meeting minutes of June 4, 2008 were approved as presented.

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

**RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT WITH THE VILLAGE OF HUNTLEY**

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution approving an Intergovernmental Agreement (IGA) with the Village of Huntley outlining the cost participation for the items related to the Algonquin Road reconstruction project between Lakewood Road and Illinois Route 47. These items include water main relocation, shared use path installation, tree replacement and other amenities.

As discussed at the January 16, 2008 Transportation Committee meeting, the following work items with respect to the Algonquin Road reconstruction project have been agreed to by staff at both agencies:

1. Village of Huntley water main relocation design and construction: The Village will reimburse McHenry County \$43,500.00 for the design and an estimated \$577,824.25 (subject to actual final construction costs) for construction of this work. This work was required to be performed under the MCDOT’s contract in order to expedite the water main relocation required for the widening of Algonquin Road and is in accordance with a Letter of Understanding dated January 11, 2008.

Agenda Item #3.1

2. Village of Huntley shared use path construction and maintenance: The Village will reimburse the MCDOT an estimated \$73,448.00 (subject to actual final construction costs) for this work. The maintenance details will be coordinated via a separate agreement as this agreement covers the maintenance issues only in generalities.
3. Village of Huntley landscaping installation and maintenance: The Village of Huntley desires to plan and install some of its own landscaping within the Algonquin Road corridor. As such, the Village has been given the option to either accept the replacement trees that would have been provided within the Village's limits of this contract under a standard project or accept a lump sum amount of funds in lieu of the installation of these trees. Additional "enhancements" are defined as benches, trash receptacles, etc. These funds would be utilized by the Village to perform its own tree plantings within the project area. Details on the maintenance and installation of this landscaping and enhancements will be covered in a separate agreement.

The Village of Huntley will be responsible for inspecting the construction of the work items it has under this contract to ensure the Village is satisfied with the work prior to paying for it.

This agreement has been submitted to the McHenry County State's Attorney Office for review and upon their approval, this agreement will be sent to the County Board for consideration.

On a motion by Mr. Dvorak, seconded by Ms. Miller, the resolution approving an intergovernmental agreement with the Village of Huntley 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 AGREEMENT WITH THE CHICAGO METROPOLITAN AGENCY FOR PLANNING**

The McHenry County Division of Transportation (MCDOT) staff requests the approval of an agreement with the Chicago Metropolitan Agency for Planning (CMAP).

This is an annual contract between CMAP and McHenry County to provide planning liaison services for the Council of Mayors program. The MCDOT covers the 20% match for the contract through the Highway Fund.

The contract value has been increased 5% per direction from the Unified Work Program Committee of CMAP. This increases the County's match from the previous year by \$709.22 for the Federal fiscal year contract. CMAP has approved the additional funding to expand the role of the Planning Liaison to include general activities in support of regional land use planning in addition to transportation planning.

The budget increase was anticipated as part of the McHenry County FY 2007-2008 budget as the Federal fiscal year (July through June) spans two budget cycles of the County (December through November).

On a motion by Ms. Miller, seconded by Ms. Peschke, the resolution approving an agreement with the Chicago Metropolitan Agency for Planning 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 CULVERT MATERIALS**

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

Bids were accepted on May 13, 2008 by the Purchasing Department for quantities of culvert materials submitted by the MCDOT. Specifications were sent to nine (9) vendors and two (2) were returned. The low bidder was Metal Culverts of Jefferson City, Missouri. This is an annual purchase for the MCDOT.

The culvert materials for Wilmot Road and Spring Grove Road are for replacement of existing old culverts on each roadway in advance of the MCDOT's annual paving program.

The Division had budgeted \$20,500.00 in the MCDOT budget for this expenditure and the low bid of \$19,948.56 is \$551.44 under the budgeted amount.

On a motion by Ms. Orphal, seconded by Ms. Miller the resolution approving funds for culvert 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 A MEMORANDUM OF UNDERSTANDING FOR PARATRANSIT SERVICES**

The McHenry County Division of Transportation (MCDOT) staff requests the approval of a memorandum of understanding to indicate the membership of the County as part of the McHenry County Paratransit Coordinating Council with McHenry Township, Dorr Township, the City of Woodstock, the City of McHenry, and the Pioneer Center.

The Public Transportation Authority Commission (PTAC) completed the McHenry County Transit Plan adopted by the County Board on November 15, 2005 as the official long-range transit plan for McHenry County. An Implementation Task Force (ITF) was appointed by the County Board on March 23, 2006 to implement the adopted Transit Plan. A separate body under the general direction of the ITF is now needed to undertake the pilot paratransit coordination effort to establish detailed service guidelines, track and measure effectiveness and finances, and to recommend program development.

The Paratransit Council is the body that will remain in place after the ITF to provide interagency supervision of coordinated paratransit operations. Staff from the MCDOT will provide administrative support to the Paratransit Council including technical support, meeting scheduling, meeting material preparation, and meeting minutes.

On a motion by Ms. Peschke, seconded by Ms. Orphal the resolution approving a memorandum of understanding for paratransit services was approved with a recommendation to the County Board.

A vote was taken with all members present voting "aye"; motion carried.

**ADOPT-A-HIGHWAY**

The McHenry County Division of Transportation (MCDOT) staff requests approval of the resolution endorsing the inclusion of the identified groups into the MCDOT Adopt-A-Highway Program.

- In Loving Memory of Alex Zank-Bauman  
South Union Road from Coral Road to U.S. Route 20 (current group adopting additional routes)
- Northern Illinois Extreme Jeep Club  
Tryon Grove Road from Barnard Mill Road to Keystone Road (new group)

In order to augment the Division of Transportation's litter collection efforts, the County enacted an ordinance to allow for volunteer groups to adopt various sections of highways for litter collection. With the approval of these agreements, the MCDOT has 108 groups enrolled in the program covering 142 centerline miles of the 226 available miles in the program which is roughly 63%. The percentage of miles in the Adopt-A-Highway program has decreased during this spring as over 60 group agreements expired. Most groups chose to renew; however, some did not so MCDOT staff is working to fill those roadway sections now available.

The ordinance requires that the volunteer groups enter into an agreement with McHenry County defining the responsibilities of the group and the County. This resolution approves the County to enter into an agreement with two groups for two sections of highway.

On a motion by Ms. Peschke, seconded by Ms. Zierer the resolution approving the inclusion of the identified groups into the McHenry County Division of Transportation Adopt-A-Highway Program was approved with a recommendation to the County Board.

A vote was taken with all members present voting "aye"; motion carried.

**RESOLUTION TO AMEND WESTERN MCHENRY BYPASS IN THE METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM**

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution to amend the Western McHenry Bypass within the metropolitan Transportation Improvement Program (TIP).

For years, McHenry County has pursued a bypass west of the City of McHenry. Last year, the City of McHenry, Village of Johnsburg and the Village of Ringwood have adopted a joint resolution that supports “A recommendation that McHenry County cease efforts to acquire and protect right-of-way necessary for the Western McHenry Bypass from Illinois Route 120 north to Illinois Route 31 through the Village of McCullom Lake, the Village of Ringwood, and the Village of Johnsburg”. The project is currently included in the TIP as Illinois Route 31 from south of Ringwood Road to north of Gracy Road to be completed by McHenry County in 2009 with other funding sources. The proposed amendment would reflect the abandonment of the segment north of Illinois Route 120, an anticipated completion date between 2012 and 2020, change of project lead from McHenry County to the City of McHenry, and a change of funding from other funding to local general operating funds. The City of McHenry has been contacted and agrees with these proposed changes.

It is important to have these changes made to the TIP as future traffic projections for projects such as Charles Miller Road within the City of McHenry area are based on a traffic network as described in the TIP. As such, if the TIP is not accurate, the traffic projections used to design future highways in the area will also not be accurate.

On a motion by Ms. Miller, seconded by Ms. Peschke, the approval of the resolution to amend the Western McHenry Bypass in the Metropolitan Transportation Improvement Program was approved with a recommendation to the County Board.

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

**SPEED STUDIES**

**McHenry County**

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the ordinance's adoption of the establishment of an altered speed zone and a waiver of the 30-day review period.

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

Of the four (4) roadways studied this spring, the following locations warrant adjustments:

**McHenry County**

- Ackman Road from 45 mph to 50 mph (new roadway, speed study required for a posted speed limit to be enforceable).
- Airport Road from 55 mph to 50 mph

The other roadways studied did not warrant reductions at this time.

On a motion by Ms. Miller, seconded by Ms. Peschke the approval of the ordinance's adoption of the establishment of an altered speed zone and a 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.

**Township**

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the ordinance's adoption of the establishment of an altered speed zone and a waiver of the 30-day review period.

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

Of the ten (10) roadways studied this spring, the following locations warrant adjustments:

Township

- Haligus Road from 55 mph to 50 mph
- Ringwood Road from 55 mph to 50 mph
- Lamb Road from 55 mph to 50 mph
- Island Road and Stateline Road from 55 mph to 30 mph reduced on Statutory posting requirements, speed studies did not apply to these changes.

The other roadways studied did not warrant reductions at this time.

On a motion by Ms. Miller, seconded by Ms. Peschke, the approval of the ordinance's adoption of the establishment of an altered speed zone and a 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.

**OLD/ NEW BUSINESS**

**Old Business**

Mr. Korpalski addressed the Sales Tax Utilization Policy and noted a joint meeting between the Transportation and the Finance and Audit Committees scheduled for Tuesday, July 15, 2008 at 6:00 P.M. It was stated that Administrator Austin forwarded an e-mail to all Committee members providing a version of the policy that was drafted by the Finance and Audit Committee Chairman Marc Munaretto. The McHenry County Division of Transportation (MCDOT) staff reviewed that policy and took into account the comments from the Transportation Committee and made suggestions to Administration regarding this policy. A copy of the draft policy reviewed by MCDOT staff was provided to the Committee.

Mr. Korpalski reviewed the draft policy with the Committee clarifying changes recommended by staff. Chairman Shea spoke with Mr. Austin asking him to review the changes to the draft with Mr. Munaretto.

Chairman Shea noted that Mr. Austin and Mr. Munaretto reviewed the first draft that was prepared. Chairman Shea went on to discuss a few issues noted in the original draft:

- Tax dollars received from this policy will be somewhat greater than the present quarter percent because the dollars coming in from food and drugs are not exempt under this policy.
- Although it was stated in the media that the County would go out for bonding, Chairman Shea felt it premature until assessment of the original bonding issue was determined.
- After attending the last Chicago Metropolitan Agency for Planning (CMAP) meeting, Chairman Shea understood that the bill passed in the house (House Bill #5152), allowing for the funds received from the sales tax, would be held to a higher accounting standard. Chairman Shea stated that CMAP advised that they would follow up on this matter. Chairman Shea, not certain if allowable, thought that if higher levels of record keeping are to be maintained, then the cost of record keeping should be charged (administrative costs) against the collected tax monies.

**New Business**

- Ms. Miller thanked Mr. Beets, Division of Transportation Permit/Developer Project Manager, for providing access maps and requested a number of newly revised County maps.
- Chairman Shea stated that the Chicago Metropolitan Agency for Planning (CMAP) has requested that the County contribute \$25,000.00 in lieu of the old voluntary contributions made in the past. CMAP's budget reflects that they would only be requesting this amount from Counties. As Chairman Shea understood, CMAP will not be requesting contributions from municipalities anymore. The last time monies were paid out between CATS and NIPC it totaled \$17,900.00.

### Agenda Item #3.1

Some discussion will be needed between the McHenry County Division of Transportation and Administration as to whether or not monies have been budgeted in the General Fund for the contribution and what type of split will occur. CMAP would like to use monies received as leverage with the State Legislature to reflect the level of participation by the outside agencies.

Mr. Korpalski then summarized discussions from the last CMAP meeting that Chairman Koehler and he attended. It was also noted that Chairman Koehler, Chalen Daigle, and Mr. Korpalski met with Mr. Randy Blankenhorn prior to the CMAP meeting. The meeting better clarified the originating point of contribution and the purpose of that contribution. CMAP is hoping for contribution commitments from their partner agencies and transportation planning whether it is for \$25,000.00 or less.

Part of the issue discussed with Mr. Blankenhorn was what other groups would be contributing and who will CMAP be recognizing as those groups. Also who does CMAP staff coordinate with, the Council of Mayors or the Council of Governments. The Council of Mayors is recognized as part of the Metropolitan Planning Organization (MPO), whereas the Council of Governments is not. Articulated to Mr. Blankenhorn was the fact that the Council of Mayors has representation of 100% from the communities within McHenry County; the Council of Governments does not. A contribution of approximately \$2,400.00 will be sought from the Council of Mayors.

This issue surfaced because the County received a contribution invoice and only two (2) other counties knew of it at this time. The situation has yet to be resolved. There will be a CMAP Committee meeting on June 20, 2008 at which time additional information will be available.

#### **EXECUTIVE SESSION – Minutes**

On a motion by Ms. Peschke, seconded by Mr. Dvorak, the meeting went into Executive Session at 9:50 A.M. to discuss Executive Session 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. Miller, the meeting went into Regular Session at 9:53 A.M.

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

Chairman Shea noted that “no action” was taken in Executive Session.

Chairman Koehler wanted the Committee to give some thought before the joint meeting scheduled between the Transportation and Finance/Audit Committees on July 15, 2008 regarding the funds that will be received from the sales tax. It's become very evident throughout the entire County, with municipalities pulling their support from Pace, that we have a serious funding problem. There are special needs people in this County that truly need these services. Possibly a small portion of that funding could be set aside to help support paratransit within McHenry County.

Chairman Koehler asked for any suggestions or input from the Committee regarding this matter.

#### **NEXT MEETING DATE & LOCATION**

8:30 A.M. on July 2, 2008 – McHenry County Division of Transportation

A joint meeting with the Transportation and Finance & Audit Committees is to be scheduled for 6:00 P.M. on July 15, 2008 prior to the County Board meeting at the Administrative Building.

#### **ADJOURNMENT**

On a motion by Ms. Miller, seconded by Ms. Zierer, the meeting adjourned at 10:00 A.M.

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