

**Wednesday, November 19, 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, Ed Dvorak, Mary Lou Zierer, Sandra Salgado, Lyn Orphal, Anna May Miller and Virginia Peschke

MEMBERS NOT IN ATTENDANCE

None

OTHER ATTENDEES

In attendance were: Ken Koehler, County Board Chairman; John Labaj, Deputy County Administrator; Joseph Korpalski, Director of Transportation/County Engineer; Inc.; Charles Eldredge, McHenry County Economic Development Corporation; Jeff Young, Assistant County Engineer; Mark DeVries, Division of Transportation, Maintenance Superintendent; Ed Markison, Division of Transportation, Assistant Maintenance Superintendent; Dave Hansen, Division of Transportation, Shop Supervisor; Wally Dittrich, Division of Transportation, Design Manager; Mark Dammyer, Division of Transportation, Construction Manager; Ray Beets, Division of Transportation, Permit/Developer Project Manager; Jason Osborn, Division of Transportation, Principal Transportation Planner; Chalen Daigle, Division of Transportation, Planning Liaison; Debra Kroll, Division of Transportation, Administrative Specialist.

PUBLIC COMMENT

➤ Mr. Charles Eldredge, Chairman of the McHenry County Economic Development Corporation (MCEDC) Transportation Infrastructure Committee, announced that at the MCEDC's Annual Board of Directors' meeting two (2) resolutions were approved relating to this Committee. Mr. Eldredge wished to characterize the first resolution (copies were submitted for the record) and wished to share the second resolution aloud:

- The first resolution was a thank you and support for the revised McHenry County Access Ordinance recently passed by the McHenry County Board. The MCEDC and the business community was very appreciative of how pro-active the McHenry County Division of Transportation (MCDOT) and the Transportation Committee were in keeping things up to date and moving forward in the County.

Mr. Eldredge went on to read the "Resolution of Appreciation to County Board Member Dan Shea," adopted November 18, 2008, that extended their appreciation to Chairman Shea for his exceptional leadership and public service to McHenry County, along with his accomplishments noting that "he will be succeeded but cannot be replaced." Best wishes were offered on his retirement.

APPROVAL OF MEETING MINUTES – November 5, 2008

On a motion by Ms. Salgado, seconded by Ms. Miller, the meeting minutes of November 5, 2008 were approved as presented.

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

RESOLUTION APPROVING THE PURCHASE OF MAINTENANCE EQUIPMENT

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution approving the purchase of two (2) 4-wheel-drive pickup trucks for the MCDOT Maintenance Section.

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Bids were received on October 23, 2008. The Director of Purchasing sent bids to twenty-four (24) vendors. There were seven (7) bids received. The lowest bid received that meets specifications was for a 2009 model truck. The bid included an option for a second truck. The Director of Purchasing has recommended the award of this bid.

This was a budgeted item in the FY 2007-2008 budget. The bid price of \$30,873.00 per truck is \$9,127.00 under the budgeted amount of \$40,000.00. Due to previous bids also under budget this year, there are sufficient funds to secure the second vehicle, which has also been identified as a need in the MCDOT fleet replacement program. A 1997 pickup truck with 142,000 miles and a 2003 pickup truck with 155,000 miles will be placed into the County auction.

On a motion by Mr. Dvorak, seconded by Ms. Peschke, the resolution approving the purchase of maintenance equipment was approved with a recommendation to the County Board.

Ms. Zierer requested that a list of all the MCDOT trucks be provided to Committee members. Chairman Shea suggested that if any members were interested in receiving that information a copy would be provided via request.

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

RESOLUTION APPROPRIATING FUNDS FOR ROADWAY LIGHTING AND TRAFFIC SIGNAL ELECTRICAL POWER

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution appropriating funds for the roadway lighting and traffic signal systems. This is an annual contract which is brought forward in order to provide power for these systems.

On a motion by Ms. Salgado, seconded by Ms. Miller, the resolution appropriating funds for roadway lighting and traffic signal systems was approved with a recommendation to the County Board.

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

ADOPT-A-HIGHWAY

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

In Memory of Matthew Bybee – River Road from Miller Road to State Park Road – current group adopting new section of road

Richard W. Peters – Moraine Hills S.P. – River Road from State Park Road to State Park Boundaries – 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 118 groups enrolled in the program covering 147 centerline miles of the 226 available miles in the program which is roughly 65%.

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. Orphal, seconded by Ms. Peschke, the resolution approving the inclusion of the identified groups into the MCDOT 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.

PROJECT STATUS REPORT

The report was discussed.

Mr. Korpalski informed the Committee that the McHenry County Division of Transportation (MCDOT) has secured all needed right-of-way from ComEd for the Chapel Hill Road/Lincoln Road intersection improvements.

The project is out for bid and the bid opening will be conducted on November 24, 2008 at the MCDOT.

OLD BUSINESS

Snow and Ice Removal on State Highways

Mr. Korpalski wanted to bring a circular letter received from the Illinois Department of Transportation (IDOT) to the attention of the Committee, advising the varying level of service changes for winter maintenance operations that will occur on various state routes in McHenry County. Given the current budgetary constraints and availability of salt, there will be some changes from IDOT for parts of McHenry County.

Changes include utilizing partial crews for the night shift and limiting the salting of shoulders. Because of these changes, IDOT will staff the snow desk through the night to handle questions. Winter weather road condition reports will continue to be provided on the department's website or by calling 1-800-452-IDOT (4368).

NEW BUSINESS

Request for Qualifications – Crystal Lake Road at Pingree Road/Terra Cotta Road

- The McHenry County Division of Transportation (MCDOT) staff requests the direction of the Committee whether to post a Request for Qualifications (RFQ) or select the current Phase II engineering consultant for the Phase III construction engineering for the Crystal Lake Road intersection project at Pingree Road/Terra Cotta Road.

Committee members may recall that Smith Engineering Consultants (SEC) is presently the consultant performing the Phase II design engineering for the intersection project. It is anticipated that the project will be advertised for construction in spring 2009.

For the Committee's consideration, the MCDOT follows The Illinois Department of Transportation's (IDOT) protocol when moving a project into construction by selecting a different consulting firm for the Phase III construction engineering over the firm that conducted the actual design. At the MCDOT, this was most recently implemented on the Algonquin Road project (Bollinger, Lach & Associates, Inc. vs. Patrick Engineering) and the Harmony Road/U.S. Route 20 intersection project (SEC vs. Ciorba). The purpose of this is so that an unbiased engineering point of view is introduced on a project to detect and address any deficiencies or unrealized efficiencies.

The alternative is to continue with the present consulting firm, SEC, as the MCDOT's Consultant Selection Policy allows for the continuation of the same firm into the next phase. While this is not standard as just described, SEC has performed sufficiently on the Harmony Road/U.S. Route 20 intersection project which is roughly a similar size project.

The estimate for the construction engineering is approximately \$220,000.00. This is over the threshold of the \$100,000.00 in which typically if RFQ's are sought, an interview is necessary per the MCDOT Consultant Selection Policy.

It is important to note that while the MCDOT is the lead agency on the project due to the federal funding received, no County funds are being expensed for this project and the project does not involve any County Highways.

We seek the Committee's direction as to which approach the MCDOT should take for the Phase III engineering: 1.) Post an RFQ; or 2.) Continue with SEC.

Discussions ensued.

On a motion by Mr. Dvorak, seconded by Ms. Orphal, the Committee approved to waive the Consultant Selection Policy and gave direction to the MCDOT to continue with SEC.

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

- Mr. Korpalski offered his thanks and appreciation to Ms. Zierer and Chairman Shea for their service on the Transportation Committee. He stated there have been a lot of important changes made and thanked Chairman Shea for his leadership.

Chairman Shea stated that the professionalism and understanding displayed by the Division and the Committee was instrumental and important in achieving the Committee’s goals and he knows that will continue, and thanked everyone for their assistance.

EXECUTIVE SESSION – Land Acquisition and meeting minutes

On a motion by Ms. Peschke, seconded by Ms. Salgado, the meeting went into Executive Session at 9:07 A.M. to discuss minutes and property acquisition.

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

REGULAR SESSION

On a motion by Ms. Zierer, seconded by Mr. Dvorak, the meeting went into Regular Session at 9:11 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.

NEXT MEETING DATE & LOCATION

8:30 A.M. on December 3, 2008 – McHenry County Division of Transportation

ADJOURNMENT

On a motion by Ms. Peschke, seconded by Mr. Dvorak the meeting adjourned at 9:13 A.M.

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