

**Transportation Committee
Meeting Minutes
Wednesday, June 3, 2009 – 8:30 A.M.
McHenry County Division of Transportation
Main Conference Room
Woodstock, Illinois 60098**

Chairperson Anna May Miller
Ed Dvorak Paula Yensen
Virginia Peschke Daniel Ryan
Sandra Salgado Scott Breeden

CALL TO ORDER

Chairperson Miller called the meeting to order at 8:30 A.M.

MEMBERS IN ATTENDANCE

Chairperson Miller, Ed Dvorak, Daniel Ryan, Scott Breeden, Sandra Salgado, Paula Yensen and Virginia Peschke

MEMBERS NOT IN ATTENDANCE

None

OTHER ATTENDEES

In attendance were: Peter Austin, County Administrator; Joseph Korpalski, Director of Transportation/County Engineer; Jeff Young, Assistant County Engineer; Cynthia Schaupp, SAO/Division of Transportation Liaison; Mark Mathewson, Mathewson Right of Way, President; Victor Ramirez, City of Crystal Lake; Charles Eldredge, McHenry County Economic Development Corporation; P.J. Fitzpatrick, Wills, Burke, Kelsey Associates, Ltd., Vice President; Todd Bright, TranSystems Corporation; Matt Washkowiak, Baxter & Woodman, Inc; Ted Lachus, Primera; Julie Hoberg, HDR Engineering, Inc.; Brian Smith, AECOM; Omar Nashif, Collings Engineers; Steve Pertzborn, Stanley Consultants, Inc.; Russell King, Vanderstappen Surveying and Engineering; Iris Bryan, Town Crier Publication; Wally Dittrich, Division of Transportation, Design Manager; Cha Lee, Division of Transportation, Consultant Project/Design Engineer; Mark DeVries, Division of Transportation, Maintenance Superintendent; Ed Markison, Division of Transportation, Assistant Maintenance Superintendent; Randy Morin, Division of Transportation, Vegetation Supervisor; Mark Dammyer, Division of Transportation, Construction Manager; Ray Beets, Division of Transportation, Permit/Developer Project Manager; Sarah Lutz, Division of Transportation, Transportation Planner; Debra Kroll, Division of Transportation, Administrative Specialist.

PUBLIC COMMENT

None

APPROVAL OF MEETING MINUTES – May 20, 2009

On a motion by Mr. Dvorak, seconded by Mr. Ryan, the meeting minutes of May 20, 2009, were approved as presented.

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

PRESENTATION – Randall Road

The McHenry County Division of Transportation (MCDOT) staff presented an update on the Randall Road project. Over the last few months, staff has made presentations to the Village Boards of Lake in the Hills and Algonquin, and the City Council of Crystal Lake, and received input on the proposed plan from the elected officials. A summary of each community’s concerns and how the MCDOT plans to address those concerns will be discussed.

It was noted that there would be no final design recommendation at today’s meeting, and that this presentation was only an update for Committee members on the progression of the project.

Mr. Dittrich summarized feedback from all municipalities involved.

Concerns

City of Crystal Lake

- Access between Miller and Ackman Road.
- A focus on equity and access, and the access and restrictions that are being imposed throughout the corridor; a majority of the concern relating to historical aspects are not a part of this project.

Village of Lake in the Hills Concerns

- The Continuous Flow Intersection (CFI).
- Impacts to commercial development (Bank of America and Walgreens).
- Requested that the Division of Transportation research better interconnectivity with commercial developments, to compensate for the access restrictions that will be put into place.

Village of Algonquin Concerns

- Much of the same concerns as Lake in the Hills with Algonquin Road access issues, and with impacts to parking on the south side of Algonquin Road (Jewel).
- Interconnectivity between commercial developments.
- Traffic exiting commercial areas, traveling north, with proposed access restrictions.

Design Considerations

Continuous Flow Intersection (CFI)

- At grade intersection.
- Consolidated left hand turns in order to move simultaneously.
- One (1) signal at this time, proposed four (4) signals on a full CFI, so left turns and through traffic can move forward at the same time. While this design supported the full CFI process, from an access standpoint, there are details that need to be modified. This issue was a great source of concern at the meetings with the Villages of Lake in the Hills and Algonquin.

Next Steps

- MCDOT staff will meet with the City of Crystal Lake to discuss the Green T intersection concept and will work with the Illinois Department of Transportation (IDOT) to move that portion forward.
- MCDOT staff will meet with the Villages of Algonquin and Lake in the Hills to discuss modifications to the CFI and discuss different connector roadways.
- MCDOT staff will gather all feedback and present that information to the Committee with final recommendations.

Discussions ensued.

Chairperson Miller thanked Mr. Dittrich for the presentation.

RESOLUTION APPROVING A DESIGN ENGINEERING SERVICES AGREEMENT FOR JOHNSBURG ROAD AND APPROPRIATING FUNDS

The McHenry County Division of Transportation (MCDOT) staff requests the approval of three (3) resolutions approving design engineering and right-of-way acquisition services contracts for the Johnsburg Road project between Illinois Route 31 and Chapel Hill Road.

Johnsburg Road will be widened from two (2) lanes to three (3) lanes to incorporate a continuous left turn lane from Illinois Route 31 to Chapel Hill Road. New traffic signals will be installed at the Riverside Drive and Spring Grove Road intersections. A modern roundabout will be constructed at the Chapel Hill Road intersection. The original contract with SEC Group, Inc. for \$275,926.46 was approved on September 6, 2005 for the Phase I engineering services. The project is being funded with Federal Congestion Mitigation and Air Quality (CMAQ) funding.

The Phase I engineering is in its final stages with a final submittal of the Project Development Report (PDR) being made to the Illinois Department of Transportation (IDOT) early this month; the following contracts are being brought forward for consideration to begin the next phase of the project:

5.0 Agreement for Phase II Design Engineering – SEC Group, Inc. has successfully nearly completed Phase I engineering for the project. In accordance with the McHenry County Consultant Selection Policy, SEC Group, Inc. has been selected to continue providing design services for the project based on their familiarity and the acceptable performance for the Phase I portion of the project. Phase I approval is anticipated within a few months. The Phase II engineering services agreement in the amount of \$384,839.65 has been negotiated by the MCDOT staff. Construction for this project is anticipated to begin in 2011 pending funding availability and project readiness. The Phase II contract is for design of the project between Spring Grove Road and Chapel Hill Road. Due to the limited amount of CMAQ funding and the inability to obtain additional funding until CMAQ funds for this project are spent down (as has been discussed with McHenry County and the Chicago Metropolitan Agency for Planning [CMAP]), the project will be phased. Also, as County only dollars will be required to be utilized in some capacity on this project in order to fully fund the first segment, CMAQ funding will not be utilized for the Phase II engineering in order to expedite the engineering process. All remaining CMAQ funds will be spent on the construction for this segment. The estimated cost for construction of the first segment is approximately \$3.2 million. There is a remaining CMAQ fund balance of \$2.6 million.

6.0 Right-of-Way Plat and Legal Preparation Services

With the completion of the Phase I portion of the project and the Phase II contract in the approval process, the MCDOT also is seeking to begin work on the right-of-way plats while it awaits the approval for the Phase I PDR. The MCDOT looks to continue the services of Jorgensen and Associates as the performance on past projects has been good. By the County contracting directly with Jorgensen and Associates and funding the plat preparation with County only funds, the right-of-way acquisition process is expected to be expedited. The proposed right-of-way acquisition for the project consists of 38 total parcels (36 fee simple, 1 Permanent Easement and 1 Temporary Easement) consisting of approximately 25 acres.

The cost for the Johnsborg Road plat and legal preparation was budgeted for and will cost \$135,036.36 from the Motor Fuel Tax fund. No Federal reimbursement is being sought for these services in order to expedite the right-of-way acquisition process.

7.0 Right-of-Way Negotiation Services – With the completion of the Phase I portion of the project and the Phase II contract and right-of-way plat preparation contracts in the approval process, the MCDOT also is seeking to begin right-of-way acquisition immediately upon receiving design approval of the Phase I report from the Federal Highway Administration (FHWA) and IDOT. The MCDOT looks to continue the services of Mathewson Right-of-Way Company (MROWCO) as the performance on past projects has been good.

On a motion by Ms. Salgado, seconded by Ms. Yensen, the three (3) resolutions approving agenda items #5, #6 and #7 were approved with a recommendation to the County Board.

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

Agenda Items #5, #6 and #7 were approved under one motion.

RESOLUTION APPROVING A DRAINAGE ENGINEERING SERVICES AGREEMENT FOR THE RIDGEFIELD AREA AND APPROPRIATING FUNDS

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution approving an Engineering Services Agreement with Baxter and Woodman, Inc. for performing culvert inspections and providing design assistance with culvert replacements, as well as a drainage study of the Ridgefield area.

The MCDOT has determined that the expertise of a consultant is required to inspect and propose alternative culvert replacement methods such as slip lining for various culverts on the McHenry County highway system. As such, the MCDOT had budgeted for the use of consultants for various drainage studies across the County in 2009 per the approved 2009 to 2013 Highway Improvement Program (HIP).

The engineering agreement has been negotiated by MCDOT staff for the analysis and design of drainage improvements. The main work for this project will involve inspecting culverts and televising and cleaning them where necessary to determine their condition, as well as to perform a conceptual drainage study for the area on Ridgefield Road/County Club Road in the town of Ridgefield. A Request for Qualifications (RFQ) was posted on

October 24, 2008, from which the selection of Baxter and Woodman, Inc. was approved by the Transportation Committee on February 18, 2009.

On a motion by Mr. Dvorak, seconded by Mr. Ryan, the resolution approving a drainage engineering services agreement with Baxter and Woodman, Inc. for the Ridgefield area 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 APPROVING AN ENGINEERING SERVICES AGREEMENT AMENDMENT FOR RANDALL ROAD AND APPROPRIATING FUNDS

The McHenry County Division of Transportation (MCDOT) staff requests the approval of two (2) resolutions approving a design engineering supplemental agreement and an amended intergovernmental agreement (IGA) for the Randall Road project between County Line Road and Ackman Road.

Randall Road will be widened from its current two (2) lanes in each direction to three (3) lanes in each direction, with additional turn lanes and traffic signal modifications at the intersections. The original contract with HDR Engineering, Inc. for \$1,549,194.93 was approved on May 16, 2006 for the Phase I engineering services and an IGA. The project is being funded with Surface Transportation Program – Rural (STR) funding.

The need for a supplement in the amount of \$385,513.63 is to cover the past costs incurred by HDR Engineering, Inc. as directed by MCDOT staff to perform the following items: additional data collection, additional operations and safety analysis, additional alternatives analysis for the intersection of Algonquin Road and Randall Road, and additional agency coordination. This brings the total value of the Phase II contract to \$1,934,708.56.

On a motion by Ms. Peschke, seconded by Ms. Yensen, the two (2) resolutions, Agenda Items #9 and #10, approving a design engineering supplemental agreement and an amended intergovernmental agreement (IGA) for the Randall Road project between County Line Road and Ackman Road were approved with a recommendation to the County Board.

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

Agenda Items #9 and #10 were approved under one motion.

RESOLUTION AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT WITH THE MCHENRY COUNTY CONSERVATION DISTRICT FOR LAND ACQUISITION

The McHenry County Division of Transportation (MCDOT) staff requests the approval of an intergovernmental agreement (IGA) between the County and the McHenry County Conservation District (MCCD) for the acquisition of land.

The MCCD has a contract on the property commonly referred to as the Rothschild 3 property. The MCDOT has a need to acquire portions of the Rothschild 3 property for two (2) projects, Rakow Road and Randall Road. As the MCDOT is currently preparing the plat of highway and legal descriptions for Rakow Road, a Federally funded project, the Illinois Department of Transportation (IDOT) was consulted regarding the potential acquisition. Upon concurrence from IDOT to acquire land for two (2) separate projects from one property owner, the MCDOT has coordinated a joint purchase with the MCCD.

The MCCD and MCDOT will pay for their respective portions of land to be acquired. In addition, the IGA stipulates other elements that will be coordinated between the MCDOT and MCCD. Such items are required closing items and associated costs, building demolitions, and land restoration. The McHenry County State’s Attorney (SAO) has reviewed and approved this IGA.

On a motion by Ms. Peschke, seconded by Ms. Salgado, the resolution authorizing an IGA between the County and the McHenry County Conservation District for land acquisition 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 AN INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF CRYSTAL LAKE FOR A FACILITY INSTALLATION

The McHenry County Division of Transportation (MCDOT) staff requests the approval of an intergovernmental agreement (IGA) between the County and the City of Crystal Lake for a drainage pipe installation under the intersection of Rakow Road and Virginia Road (both County highways) as part of the City's Vulcan Lakes' project.

Under the requirements for a facility installation permit (for which the City needs to apply for), a performance bond would normally be required to be posted for the proposed work within the County's right-of-way. In this circumstance, the City will be boring a 24-inch casing, 25-30 feet deep under the intersection to install a drainage control pipe. The design of this installation has already been coordinated with the design for the Rakow Road project to ensure there will be no conflicts. During the initial permitting stages in March, the concept of an IGA was discussed, as it would be very costly for a contractor to post a bond to cover both the cost of the work and to cover any potential damages to the pavement structure at the intersection of Rakow Road and Virginia Road (approximately \$1.5 million to \$2 million for potential damage). As the City was on a tight timeline for this project, the project was advertised for construction and bids have been awarded for this project, without a requirement for a bond to be posted for this work. Therefore, an IGA is required before any work can begin.

As the chances of any damage occurring to the pavement structure are minimal, it would be in the best interest of the project and intergovernmental cooperation to have an agreement where the City accepts the liability for any damages that should occur during the course of this project and beyond. The County would have the sole right to determine any damages and any improvements required. The City of Crystal Lake would be obligated to facilitate the required repairs at no cost to the County. Under the normal conditions of a facility installation permit, the agency installing the facility in MCDOT right-of-way is liable for any damages that would occur during the life of the existence of the facility. This agreement has been reviewed by the McHenry County State's Attorney Office. On a motion by Ms. Yensen, seconded by Mr. Ryan, the resolution authorizing an IGA between the County and the City of Crystal Lake for a facility installation was approved with a recommendation to the County Board.

A roll call vote was taken with the following outcome: Yensen – yes; Salgado – yes; Peschke – yes; Dvorak – yes; Breeden – yes; Ryan – yes; Miller – no; (It is noted that Ms. Miller abstained from voting, due to lack of document information in her packet) motion carried.

OLD BUSINESS

Mr. Korpalski referenced McHenry County Division of Transportation's (MCDOT) public outreach efforts and recent visits to the MCDOT from the Thunderbird Pre-School and Faith Community Pre-School. MCDOT staff provided tours of the facility, offering hands-on participation by the children. Mr. Korpalski shared with the Committee "thank you" booklets that were sent to the MCDOT from the children in appreciation of the tours.

NEW BUSINESS

Request for Qualifications – Intersection Safety Projects

- The McHenry County Division of Transportation (MCDOT) staff discussed three (3) new intersection safety projects that the MCDOT would like to publicly post a Request for Qualifications (RFQ) for. Before the specific project locations are discussed, staff would like to provide an overview of the MCDOT's Crash Database System which was utilized to prioritize the projects that staff is bringing forward for consideration of a RFQ.

Mr. Wally Dittrich, Design Manager, gave a brief presentation on the Crash Database System and Mobile Capture Reporting (MCR), followed by a discussion of the three (3) intersections being proposed for the RFQ.

The Crash Data Base System has been an ongoing endeavor for the last two (2) years, initiated by a consultant. After examining their data, MCDOT staff integrated that information with the County's GIS system to subsequently develop a working database customized for the County's needs.

The MCDOT has approximately 700 intersections across the County, accounting for approximately 2% of the actual intersections. Crash reports are used to determine and recoup the cost of County property damaged by traffic accidents.

The MCR system, an electronic method of filling out a crash report, is located in the police officer's car and is transmitted immediately. Information is more readily accessed and is paperless. The MCR system is already in use by several municipalities as well as the County's Sheriff's Department. This system can create specialty reports, can automate the system to provide notifications and information can be shared with other police agencies.

The MCDOT staff has completed safety analysis on the identified three (3) intersection projects that are being recommended for beginning design work and plan preparation:

1. River Road at Dowell Road – Phase II Design, Plan and Specification Preparation
2. Charles Road at Raffel Road - Phase II Design, Plan and Specification Preparation
3. U. S. Route 20 at Marengo Road/South Union Road/Beck Road – Phase I Preliminary Design

The RFQ will be posted on the County web-site within the next month. As the anticipated fee will be greater than \$100,000.00 for each contract, per the McHenry County Consultant Selection Policy, interviews would normally be required. Anticipated fees are: River Road/Dowell Road - \$125,000.00 to \$150,000.00; Charles Road/Raffel Road - \$200,000.00; U.S. Route 20/Marengo Road/Union Road/Beck Road - \$200,000.00 to \$250,000.00. MCDOT staff requests the Committee's concurrence to waive interviews in the interest of expediting the start of work on these important projects. MCDOT staff would bring forward a summary report detailing the reasons for recommending a particular consultant for each project. An alternate consultant for each project would also be provided to Committee members.

The County has budgeted funding from the Motor RTA Sales Tax for these projects in its FY2009 project budget. Also, intersection safety projects were identified in the approved FY 2009 to 2013 Highway Improvement Program.

It was by concurrence of the Committee that MCDOT move forward with the posting of an RFQ for three (3) new intersection safety projects and to waive the interviews for the River Road/Dowell Road and Charles Road/Raffel Road projects, designated by the McHenry County Consultant Selection Policy. A recommendation by MCDOT staff will be brought forward to the Committee at a later date.

Chairperson Miller suggested that the Committee not waive interviews for the U.S. Route 20 at Marengo Road/South Union Road/Beck Road project, for the benefit of new Committee members. The Committee concurred and interviews will be conducted. It was noted by Committee members that this matter can be re-visited at a later date and a decision as to whether or not to conduct interviews can be decided at that time.

Chairperson Miller thanked Mr. Dittrich for the presentation.

- Mr. Korpalski referenced his recent Illinois Association of County Engineers (IACE) Policy Committee meeting in Springfield, Illinois on Thursday, May 28, 2009 and stated that he was approached by a colleague who asked if any members were submitting projects for the "Emergency Repair Program." This is a program that came out of the mini capital bill called the "Jobs Now Program".

The McHenry County Division of Transportation (MCDOT) was able to submit a project for this program, the \$3 million Virginia Road project, despite the short application deadline. Applications were due last Friday, May 29, 2009. Mr. Korpalski brought this to the Committee's attention for their edification.

- Mr. Mark DeVries informed the Committee that the Division of Transportation (MCDOT) would be cutting down six (6) very large trees on Roberts Road because of safety concerns. These trees are close to the roadway and occupy areas involved with wires, which is out of the MCDOT's work scope. The MCDOT contracts with the Davey Tree Company (a three (3) year contract), who will be conducting the removal of these trees. This was brought to the Committee's attention for informational purposes, should they be contacted by constituents regarding this course of action.

EXECUTIVE SESSION – Meeting Minutes and Land Acquisition

On a motion by Ms. Salgado, seconded by Ms. Yensen, the Committee went into Executive Session at 9:40 A.M. to discuss meeting minutes and land acquisition.

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

REGULAR SESSION

On a motion by Ms. Salgado, seconded by Mr. Breeden, the Committee went into Regular Session at 10:05 A.M.

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

Chairperson Miller noted that “no action” was taken in Executive Session.

The Executive Session Meeting Minutes of May 20, 2009 were reviewed and by direction of the Committee will be forwarded to the State’s Attorney Office (SAO) for review and release.

NEXT MEETING DATE & LOCATION

The Committee meeting scheduled at 8:30 A.M. on June 17, 2009 at the McHenry County Division of Transportation will be cancelled.

ADJOURNMENT

On a motion by Ms. Peschke, seconded by Ms. Yensen, the meeting adjourned at 10:06 A.M.

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