

**CHAMPAIGN COUNTY BOARD  
HIGHWAY COMMITTEE AGENDA**

County of Champaign, Urbana, Illinois

Friday, March 7, 2025, 9:00 AM

Lorraine Cowart Conference Room  
1605 E Main Street, Urbana, Illinois

**Committee Members:**

Lorraine Cowart – Chair

Jake Fava

Ed Sexton – Vice-Chair

Brett Peugh

Jon Cagle

Matt Sullard

Samantha Carter

- I. Call to Order and Roll Call
- II. Approval of Agenda/Addendum
- III. Approval of Minutes of Previous Meetings– February 7, 2025 1-3
- IV. Public Input
- V. Presentations from Outside Entities
- VI. Communications
- VII. New Business
  - A. County & Township Motor Fuel Tax Claims – February 2025 4
  - B. FY2026 Section 5311 Rural Public Transportation and Downstate Operating Assistance Program (DOAP) Applications for Champaign County Area Rural Transit System (C-CARTS) 5-6
    1. Resolution Authorizing Execution and Amendment of Section 5311 Grant Agreement 7
    2. Public Transportation Ordinance 8
    3. Acceptance of the Special Warranty 9
    4. Resolution Authorizing Execution and Amendment of Downstate Operating Assistance Agreement 10
  - C. Resolution Authorizing an Intergovernmental Agreement for Participation in the Illinois Public Works Mutual Aid Network (IPWMAN) 11-13
  - D. Intergovernmental Agreement Providing for Membership in the Illinois Public Works Mutual Aid Network Agreement 14-24
  - E. Highway Department Budget Review FY 2025 25-42
  - F. Bridge Report FY 2023-2024 43-45
- VIII. Other Business
- IX. Presiding Officer’s Report
- X. Designation of Items to be Placed on the Consent Agenda
- XI. Adjournment

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**Champaign County Board**  
**Highway & Transportation Committee**  
County of Champaign, Urbana, Illinois

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8 **MINUTES –SUBJECT TO REVIEW AND APPROVAL**

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9 DATE: Friday, February 7, 2025

10 TIME: 9:00 AM

11 PLACE: Lorraine Cowart Conference Room  
12 1605 East Main Street, Urbana, Illinois

13

14 **Committee Members**

15 **Present:** Jon Cagle, Samantha Carter, Lorraine Cowart, Jake Fava, Brett Peugh, Ed Sexton,  
16 Matt Sullard

17 **Absent:**

18

19 **County Staff:** Jeff Blue (County Engineer), Jenni Marner (Assistant County Engineer), Ryan Mumm  
20 (Assistant County Engineer), Michelle Carter (Office Manager/Accountant)

21

22 **Others Present:** via Zoom, Becky Thompson and Aaron Raftery (Nania Energy Advisors)

23

24 **Minutes**

25 **I. Call to Order**

26 Committee Chair Cowart called the meeting to order at 9:03 AM.

27

28 **II. Roll Call**

29 A verbal roll call was taken, and a quorum was declared present.

30

31 **III. Approval of Agenda/Addendum**

32 **MOTION** by Sullard to approve the agenda; seconded by Sexton.

33 Upon vote, the **MOTION CARRIED unanimously.**

34

35 **IV. Approval of Minutes – November 8, 2024**

36 **MOTION** by Sexton to approve the minutes of the November 8, 2024, meeting; seconded by Peugh.

37 Upon vote, the **MOTION CARRIED unanimously.**

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39 **V. Public Participation**

40 None

41

42 **VI. Communications**

43 None

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45 **VII. County & Township Motor Fuel Tax Claims November & December 2024, January 2025**

46 **MOTION** by Peugh to receive and place on file the County and Township Motor Fuel Tax Claims for  
47 November & December 2024, and January 2025; seconded by Cagle.

48 Upon vote, the **MOTION CARRIED unanimously.**

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50 Samantha Carter joined the meeting at 9:05 AM.

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Jake Fava joined the meeting at 9:07 AM.

**VIII. Resolution Approving Award of Contract to Illinois Solar Services for On-Site Solar PV System Services**

Blue provided an overview regarding the RFP 2024-007, On-Site Solar PV System Services, for the Highway Department that closed on January 10, 2025. Nania Energy Solutions was the consultant for the Solar Services RFP. Several firms participated in a mandatory walk-through for interested proposers on December 4, 2024. Champaign County received 9 qualifying responses. Blue then introduced Becky Thompson, and Aaron Raftery, Nania Energy Advisors via Zoom. Becky Thompson said she was excited to share the results with the Committee. The request for proposals was extremely successful and the proposals were very competitive. Aaron Raftery explained the proposals were evaluated using a procurement process, not a low bid. The proposals were evaluated using multiple criteria, including cost, understanding the technical designs, company qualifications and experience, and local team’s qualifications and experience. The County Engineer and Nania Energy Advisors interviewed four of the qualified firms on January 30, 2025. Blue gave a brief description of each company interviewed. He said even though Illinois Solar Services was not in the top four qualifiers, they have a strong local presence in Champaign County. Blue confirmed that IL Solar Services would provide the missing information from their RFP at the February 20, 2025, County Board Meeting. Sullard requested an updated score for Illinois Solar Services with the missing information included. Aaron Raftery, agreed to provide an updated total score with all the information by the February 20, 2025, meeting.

**MOTION** by Carter to approve the resolution; seconded by Peugh.

Upon vote, the **MOTION CARRIED unanimously.**

**IX. Resolution Appropriating County Bridge Funds for the Replacement of Structure #010-4057, CH 19, Section #25-00149-00-BR**

Blue discussed a culvert that needs replaced north of Sadorus. The culvert does not pass the emergency vehicle load rating by the State of Illinois. The estimated cost for replacement is \$500,000. Sullard asked if the resident near the location has been contacted regarding the impact of the project on them. Blue said the culvert is right at the end of their driveway and they have not been contacted yet.

**MOTION** by Carter to approve the resolution; seconded by Sexton.

Upon vote, the **MOTION CARRIED unanimously.**

**X. Resolution Appropriating County Bridge Funds for the Replacement of Structure #010-4058, CH 20, Section #25-00150-00-BR**

Blue stated there is a bridge located on Hensley Road that also does not meet the load rating for emergency vehicles. The estimated cost of replacement is \$500,000.

**MOTION** by Sexton to approve the resolution; seconded by Carter.

Upon vote, the **MOTION CARRIED unanimously.**

**XI. Other Business**

Blue said he will provide a budget overview of the various Highway Funds at the March meeting.

**XII. Chair’s Report**

None

**XIII. Designation of Items to be Placed on the Consent Agenda**

101 Cowart stated that items IX and X be placed on the consent agenda.

102

103 **XIV. Adjournment**

104 There being no further business, Chair Cowart adjourned the meeting at 9:38 AM.

105 *\*\*Please note the minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the*  
106 *meeting.*

### County Motor Fuel Tax Claims

Date	Check No.	Payee	Description	Amount
1/22/2025	1365	Warning Lites of Southern Illinois	Sign Posts	\$ 1,365.60
1/27/2025	505004	Compass Minerals	410.89 Ton Salt	\$ 37,300.59
1/28/2025	505004	Compass Minerals	626.91 Ton Salt	\$ 56,910.89
1/29/2025	505055	Compass Minerals	107.41 Ton Salt	\$ 9,750.68
1/29/2025	505055	Compass Minerals	69.65 Ton Salt	\$ 6,322.83
2/7/2025		Warning Lites of Southern Illinois	Sign Posts	\$ 2,180.00
2/10/2025		Progressive Chemical & Lighting, Inc.	Sign Posts	\$ 1,336.00
2/11/2025	43283	Warning Lites of Southern Illinois	Bridge Signs	\$ 1,480.44

### Township Motor Fuel Tax Claims

Date	Check No.	Payee	Description	Amount
1/31/2025		Tuscola Stone	CRITTENDEN TWP 1,999.85 TON CA-14	\$ 51,796.12



CHAMPAIGN COUNTY  
REGIONAL PLANNING  
COMMISSION

## Memorandum

**To:** Members of the Champaign County Highway Committee  
**From:** Rita Morocoima-Black, CCRPC/CUUATS Planning and Community Development Director  
Emma Woods, CCRPC/Program Compliance Oversight Monitor for Champaign County Rural Public Transportation  
**Date:** February 26, 2025  
**Re:** FY2026 Section 5311 Rural Public Transportation and Downstate Operating Assistance Program (DOAP) Applications for Champaign County Area Rural Transit System (C-CARTS)

**Requested Action:** Approve the Resolutions Authorizing Execution and Amendment of Section 5311 Grant Agreement and Illinois Downstate Operating Assistance Program (DOAP), Champaign County Public Transportation Applicant Ordinance, and Acceptance of Special Warranty as part of the Federal and State grant applications for Fiscal Year 2026 continued operation of Champaign County Area Rural Transit System (C-CARTS).

**Background:** To continue to receive rural public transportation operating funding, Champaign County is required to submit grant applications annually for FTA section 5311 (Rural Public Transportation) and IL Downstate Operating Assistance Program (DOAP). These grants are awarded based on the Illinois Department of Transportation’s (IDOT) Fiscal Year (July 1, 2025 - June 30, 2026). The separate applications were prepared by RPC staff with input from Champaign-Urbana Mass Transit District staff and will be submitted online.

### FY26 SECTION 5311 AND DOAP GRANT APPLICATION BUDGET

Allocated federal funding for FY2026 is \$ 177,721, while the allocated DOAP funding is \$1,125,600, which allows a maximum budget amount of \$1731,700 (\$1,125,600/65%). However, the amount of DOAP funding that Champaign County and its operator can obtain will depend on their ability to source local match funding. Currently, there is only one local funding source provided by the service agreement (\$125,242) with the Village of Rantoul.

The FY2026 budget is based on the FY2025 budget's actual expenditures and projected expenses as well as the application of known changes for FY2026 and increasing some items by a standard 3%



Champaign-Urbana Urbanized Area Transportation Study  
A program of the Champaign County RPC

1776 E. Washington St. Urbana, IL 61802  
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TTY 217.384.3862 CCRPC.ORG



CHAMPAIGN COUNTY  
REGIONAL PLANNING  
COMMISSION

inflation rate. Based on these assumptions, the total amount of DOAP funding requested for FY2026 is \$1,001,455 for a total federal and state request for FY2026 of \$1,540,700.

#### NOTEWORTHY GRANT APPLICATION ITEMS

Noteworthy items are listed below:

- Champaign County will be obtaining 10 new vehicles since the previous grant cycle last year.
- Six new replacement vehicles and one expansion vehicle are expected from Illinois Department of Transportation grants.
- C-CARTS will continue operating Monday through Friday from 6:00am to 6:00pm.
- The projected miles are 290,000 and projected trips are 25,000

#### BUDGET VARIANCES

Listed below are explained the main budget variances between the FY2025 and FY2026 budgets:

- Other sources/subsidies. Public Transit Account (PTA) (100%): The amount of PTA funding will increase by 100% due to the addition of Medicaid services, which will need an initial amount of funding to add C-CARTS trips.
- Special fares (-43%): The special fares funding will decrease by 43% due to the loss of the Illinois Center for Transportation (ICT) service and not having an agreement for servicing opioid patients. However, the FY2026 fares include \$10,000 for Medicaid services.
- Revenue vehicle repairs (26%): The revenue vehicle repairs will increase by 26% due to vehicles getting old and needing extensive repairs over the next year to keep them going until vehicle replacements come in. It also includes additional funding needed for wrapping the 10 new vehicles expected to be received this year at an estimated \$3,000 per vehicle.
- CAD/AVL, camera, and radio repairs (900%): CAD/AVL, camera, and radio repairs will increase by 900% due to the installation of this type of equipment in the new vehicles (10). It is estimated that it will cost \$1,000 per vehicle to move the cameras from old vehicles to new ones.



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**RESOLUTION AUTHORIZING EXECUTION AND AMENDMENT OF SECTION 5311 GRANT AGREEMENT**

**WHEREAS**, the provision of public transit service is essential to the transportation of persons in the non-urbanized area; and

**WHEREAS**, 49 U.S.C. § 5311 ("Section 5311"), makes funds available to the State of Illinois to help offset certain operating deficits and administrative expenses of a system providing public transit service in non-urbanized areas; and

**WHEREAS**, the State of Illinois, acting by and through the Illinois Department of Transportation, is authorized by 30 ILCS 740/3-1 *et seq.* to provide the Section 5311 grant; and

**WHEREAS**, grants for said funds will impose certain obligations upon the recipient, including the provision by it of the local share of funds necessary to cover costs not covered by funds provided under Section 5311.

**NOW, THEREFORE, BE IT RESOLVED BY THE CHAMPAIGN COUNTY BOARD:**

**Section 1.** That an application be made to the Office of Intermodal Project Implementation, Department of Transportation, State of Illinois, for a financial assistance grant under Section 5311 for fiscal year 2026 for the purpose of off- setting a portion of the Public Transportation Program operating deficits of Champaign County.

**Section 2.** That while participating in said operating assistance program, Champaign County will provide all required local matching funds.

**Section 3.** That the Champaign County Executive of Champaign County is hereby authorized and directed to execute and file on behalf of Champaign County such application.

**Section 4.** That the Champaign County Executive of Champaign County is authorized to furnish such additional information as may be required by the Office of Intermodal Project Implementation and the Federal Transit Administration in connection with the aforesaid application for said grant.

**Section 5.** That the Champaign County Executive of Champaign County is hereby authorized and directed to execute and file on behalf of Champaign County a Section 5311- Downstate Assistance Grant Agreement ("Agreement") with the Illinois Department of Transportation and amend such Agreement, if necessary, in order to obtain grant assistance under the provisions of Section 5311 and the Act for fiscal year 2026.

**Section 6.** That the Champaign County Executive of Champaign County is hereby authorized to provide such information and to file such documents as may be required to perform the Agreement and to receive the grant for fiscal year 2026.

**PRESENTED and ADOPTED this 20<sup>th</sup> day of March 2025.**

\_\_\_\_\_  
Jennifer Locke  
Chair, Champaign County Board

Date: \_\_\_\_\_

\_\_\_\_\_  
Steve Summers  
Champaign County Executive

Date: \_\_\_\_\_

\_\_\_\_\_  
Attest: Aaron Ammons  
Champaign County Clerk

Date: \_\_\_\_\_



# Public Transportation Applicant Ordinance

## AN ORDINANCE TO PROVIDE PUBLIC TRANSPORTATION IN CHAMPAIGN COUNTY, ILLINOIS

**WHEREAS**, public transportation is an essential public purpose for which public funds may be expended under Article 13, Section 7 of the Illinois Constitution; and

**WHEREAS**, Champaign County wishes to provide public transportation for its citizens and become eligible for grants from the State of Illinois or any department or agency thereof, from any unit of local government, from the Federal government or any department or agency thereof; and

**WHEREAS**, Illinois Compiled Statutes 740/2-1 et seq. authorizes a county to provide for public transportation within the (county or counties) limits:

**NOW, THEREFORE, BE IT ORDAINED that:**

**Section 1.** Champaign County shall hereby provide public transportation within the (county or counties) limits.

**Section 2.** The clerk/secretary of the governing board of Champaign County shall file a certified copy of this Ordinance, within sixty days after passage of this ordinance.

**Section 3.** This Ordinance shall be in full force and effect from and after its passage and approval, as required by law.

**Section 4.** That the Champaign County Executive is authorized to execute and file on behalf of Champaign County a Grant Application to the Illinois Department of Transportation.

**Section 5.** That the Champaign County Executive is authorized to execute and file on behalf of Champaign County all required Grant Agreements with the Illinois Department of Transportation.

PASSED by the Champaign County Board on the 20<sup>th</sup> day of March 2025, and deposited and filed in the office of the clerk/secretary on that date.

Elected Board Members \_\_\_\_\_

PRESENT \_\_\_\_\_

AYE \_\_\_\_\_

NAY \_\_\_\_\_

\_\_\_\_\_  
Jennifer Locke  
Chair, Champaign County Board

Date: \_\_\_\_\_

\_\_\_\_\_  
Steve Summers  
Champaign County Executive

Date: \_\_\_\_\_

\_\_\_\_\_  
Attest: Aaron Ammons  
Champaign County Clerk

Date: \_\_\_\_\_

RESOLUTION No.

**Acceptance of the Special Warranty**

**WHEREAS**, Section 5311 of the Federal Transit Act of 1964, as amended, makes funds available to help offset certain operating deficits of a system providing public transit service in non-urbanized areas; and

**WHEREAS**, 49 U.S.C. § 5333(b) requires that fair and equitable arrangements must be made to protect the interests of employees affected by such assistance as a condition of receipt of funds under Section 5311; and

**WHEREAS**, A simplified process for assuring employee protections that accommodates the needs of participants in the Section 5311 program has been agreed upon by the U.S. Department of Labor and the U.S. Department of Transportation by allowing execution of a Special Section 5333(b) Warranty for Section 5311 projects (Special Warranty), which the Secretary of Labor certified on May 31, 1979;

**NOW, THEREFORE, BE IT RESOLVED BY THE CHAMPAIGN COUNTY BOARD:**

**Section 1.** That an application be made to the Division of Public Transportation, Department of Transportation, State of Illinois, for a financial assistance grant under Section 5311 of the Federal Transit Act of 1964, as amended.

**Section 2.** As a condition of the receipt of Section 5311 funds, the Champaign County Board, IL hereby agrees in writing to the terms and conditions of the Special Warranty (attached) regarding fair and equitable arrangements to protect the interests of employees affected by such assistance.

**PRESENTED and ADOPTED this 20<sup>th</sup> day of March 2025.**

\_\_\_\_\_  
Jennifer Locke  
Chair, Champaign County Board

Date: \_\_\_\_\_

\_\_\_\_\_  
Steve Summers  
Champaign County Executive

Date: \_\_\_\_\_

\_\_\_\_\_  
Attest: Aaron Ammons  
Champaign County Clerk

Date: \_\_\_\_\_

RESOLUTION No.

**RESOLUTION AUTHORIZING EXECUTION AND AMENDMENT OF DOWNSTATE OPERATING ASSISTANCE AGREEMENT**

**WHEREAS**, the provision of public transit service is essential to the people of Illinois; and

**WHEREAS**, the Downstate Public Transportation Act (30 ILCS 740/2-1 et seq.) (Act), authorizes the State of Illinois, acting by and through the Illinois Department ("DEPARTMENT"), to make funds available to assist in the development and operation of public transportation systems; and

**WHEREAS**, awards for said funds will impose certain obligations upon Champaign County, including the provision of the local share of funds necessary to cover costs not covered by funds provided under the Downstate Public Transportation Act.

**NOW, THEREFORE, BE IT RESOLVED BY THE CHAMPAIGN COUNTY BOARD:**

**Section 1.** Champaign County enter into a Downstate Public Transportation Operating Assistance Agreement (Agreement) with the State of Illinois and amend such Agreement, if necessary, for fiscal year 2026 in order to obtain assistance under the provisions of the Act.

**Section 2.** That the County Executive is hereby authorized and directed to execute the Agreement or its amendments(s) on behalf of Champaign County for such assistance for fiscal year 2026.

**Section 3.** That the County Executive of Champaign County is hereby authorized to provide such information and file such documents as may be required to perform the Agreement and to request and receive the funding for fiscal year 2026.

**Section 4.** That while participating in said operating assistance program Champaign County shall provide all required local matching funds.

**PRESENTED and ADOPTED this 20<sup>th</sup> day of March 2025.**

\_\_\_\_\_  
Jennifer Locke  
Chair, Champaign County Board

Date: \_\_\_\_\_

\_\_\_\_\_  
Steve Summers  
Champaign County Executive

Date: \_\_\_\_\_

\_\_\_\_\_  
Attest: Aaron Ammons  
Champaign County Clerk

Date: \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT FOR PARTICIPATION IN THE ILLINOIS PUBLIC WORKS MUTUAL AID NETWORK (IPWMAN)

WHEREAS, the Illinois Public Works Mutual Aid Network (IPWMAN) was organized beginning in 2009 to coordinate mutual aid. The system is designed to facilitate all levels of mutual aid from day-to-day non-emergent sharing of resources to major incidents and disasters requiring significant deployment of resources; and

WHEREAS, since the last revision of the master IPWMAN intergovernmental agreement IPWMAN has grown exponentially to its current composition of over 400 Illinois member agencies; and

WHEREAS, the Constitution of the State of Illinois, 1970, Article VII, Section 10, authorizes units of local government to contract or otherwise associate among themselves, with the State, with other States and their units of local government, and with the United States to obtain and share services and to exercise, combine, or transfer any power or function in any manner not prohibited by law or ordinance; and to further contract or otherwise associate with individuals, associations, and corporations in any manner not prohibited by law or ordinance; and

WHEREAS, the “Intergovernmental Cooperation Act”, 5 ILCS 220/1 et seq., provides that any power or powers, privileges, or authority exercised, or which may be exercised by a unit of local government may be exercised and enjoyed jointly with any other unit of local government including units of local government from another state; and

WHEREAS, Section 5 of the “Intergovernmental Cooperation Act”, 5 ILCS 220/5, provides that any one or more public agencies may contract with any one or more public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform, provided that such contract shall be authorized by the governing body of each party to the contract; and

WHEREAS, the County Board of Champaign County, Illinois has determined that it is in the best interests of this unit of local government and its residents to enter into the Illinois Public Works Mutual Aid Network Agreement to secure to each the benefits of public works mutual aid and assistance.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Champaign County, Illinois as follows:

SECTION ONE: INCORPORATION OF RECITALS That the recitals set forth above are incorporated here by reference.

SECTION TWO: APPROVAL OF AGREEMENT That the Illinois Public Works Mutual Aid Network Agreement is hereby approved, and the County Executive and the County Clerk be and are hereby authorized and directed to execute the Illinois Public Works Mutual Aid Network Agreement, a copy of which is attached hereto as Exhibit A and made a part hereof.

SECTION THREE: SEVERABILITY This Resolution and every provision thereof shall be considered severable. If any section, paragraph, clause, or provision of this Resolution is declared by a court of law to be invalid or unconstitutional, the invalidity or unconstitutionality thereof shall not affect the validity of any other provisions of this Resolution.

SECTION FOUR: EFFECTIVE DATE This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PRESENTED, ADOPTED, APPROVED and RECORDED this 20<sup>th</sup> day of March, A.D. 2025.

\_\_\_\_\_  
Jennifer Locke, Chair  
Champaign County Board

Approved: \_\_\_\_\_  
Steve Summers, County Executive

Date: \_\_\_\_\_

Recorded  
& Attest: \_\_\_\_\_  
Aaron Ammons, County Clerk  
and ex-Officio Clerk of the  
Champaign County Board

Date: \_\_\_\_\_

# **An Intergovernmental Agreement Providing for Membership in the Illinois Public Works Mutual Aid Network Agreement**

This Intergovernmental Public Works Agreement (hereinafter "Agreement") is entered into by and among \_\_\_\_\_ ("Participating Agency") and the other participating public agencies that have also executed this Agreement (collectively, the "Parties" and individually a "Party").

*WHEREAS*, by executing this Agreement, Participating Agency has manifested its intent to participate in the program for mutual aid and assistance, hereinafter entitled the "Illinois Public Works Mutual Aid Network (IPWMAN)"; and

*WHEREAS*, the Constitution of the State of Illinois, 1970, Article VII, Section 10 and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., (hereinafter "Act") authorize units of local government to contract or otherwise associate among themselves in any manner not prohibited by law or ordinance; and

*WHEREAS*, the Act provides that any one or more public agencies may contract with any one or more other public agencies to set forth fully the purposes, powers, rights, objectives and responsibilities of the contracting Parties; and

*WHEREAS*, the Act provides that any power or powers, privileges or authority exercised or which may be exercised by a unit of local government may be exercised and enjoyed jointly with any other unit of local government including a unit of local government from another state; and

*WHEREAS*, the Parties may voluntarily agree to participate in mutual aid and assistance activities conducted pursuant to IPWMAN and the Interstate Emergency Management Assistance Compact (EMAC); and

*WHEREAS*, the Parties eligible to voluntarily participate in IPWMAN include, without limitation: municipalities, township road districts, unit road districts, county highway departments, public water agencies and public wastewater agencies or any other public agency, as defined by the Act, that performs a public works function; and

*WHEREAS*, the Parties are units of local government as defined by the Constitution of the State of Illinois and public agencies as defined by the Act; and

*WHEREAS*, the Parties recognize that they are vulnerable to a variety of potential natural and man-made disasters; and

*WHEREAS*, the Parties wish to provide mutual aid and assistance to one another during times of disaster or public works emergencies; and

*WHEREAS*, the Parties may also provide mutual aid and assistance to one another on a day-to-day basis during non-emergencies pursuant to this Agreement; and

*NOW, THEREFORE*, the Parties agree as follows:

## **SECTION I: PURPOSE**

IPWMAN is hereby established to provide a method whereby a Party in need of mutual aid assistance may request aid and assistance from the other Parties in the form of personnel, equipment, materials or other associated services as necessary. The purpose of this Agreement is to formally document such a program.

## **SECTION II: DEFINITIONS**

The following definitions will apply to the terms appearing in this Agreement.

A. "*AGENCY*" means any municipality, township road district, unit road district, county highway departments, publicly-owned water organization and publicly-owned wastewater organization or any other public agency that performs a public works function that has entered into and abides by the provisions as found in this Agreement.

B. "*AID AND ASSISTANCE*" includes, but is not limited to, personnel, equipment, facilities, services, materials and supplies and any other resources needed to provide mutual aid response during disasters and non-emergency situations, including training exercises to prepare for situations requiring mutual aid and assistance.

C. "*AUTHORIZED REPRESENTATIVE*" means a Party's employee who has been authorized, in writing by that Party, to request, offer, or provide aid and assistance pursuant to this Agreement. Each Party's initial authorized representative, and the representative's title, is to be listed on the contact list maintained by IPWMAN. If the title of the authorized representative as listed by name on the contact list has changed, such change shall have no effect on the authority of the authorized representative and the named person shall continue to be the authorized representative until a different person is named as the authorized representative in writing by the Party. In the event that the person who is listed as authorized representative is no longer employed by the Party, the successor in the office formerly held by the authorized representative shall automatically become the authorized representative unless the Party indicates otherwise in writing. Each Party's authorized representative shall be responsible to designate someone to supervise that Party's employees who are engaged in the receipt or furnishing of aid and assistance, including, but not limited to, opening of public ways; removal of debris; building of protective barriers; management of physical damage to structures and terrain; transportation of persons, supplies, and equipment; and repair and operation of municipal utilities.

D. "*BOARD OF DIRECTORS*" is a group of representatives from the Parties to this Agreement elected to organize and maintain the program. The Board of Directors shall consist of members of IPWMAN. Qualifications and terms for the Board members shall be defined in the By-Laws of the Illinois Public Works Mutual Aid Network.

E. "*BOARD MEMBER*" is a representative of the IPWMAN serving on the Board of Directors.

F. "*DISASTER*" means a calamitous incident threatening loss of life or significant loss or damage to property, including, but not limited to flood, winter storm, hurricane, tornado, dam break, or other naturally-occurring catastrophe or man-made, accidental, military, or paramilitary incident, or biological or health disasters or a natural or manmade incident that is, or is likely to be, beyond the



control or resources of the services, personnel, equipment and facilities of a Party that requires assistance under this Agreement, and may be coordinated through the appropriate local accredited/certified Emergency Management Agency coordinator.

G. "*IPWMAN*" is the acronym for the Illinois Public Works Mutual Aid Network.

H. "*LOCAL EMERGENCY*" is defined as an urgent need requiring immediate action or attention beyond normal capabilities, procedures and scope for aid and assistance by an Agency.

I. "*GENERAL MUTUAL AID*" means aid and assistance provided during non-emergency conditions.

J. "*MUTUAL AID RESOURCE LIST*" means the list of the equipment, personnel and other resources that each Party has available for the provision of aid and assistance to other Parties. This list shall be periodically updated in accordance with the Operational Plan as approved by the Board of Directors, or its designee.

K. "*NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)*" a Presidential directive that provides a consistent nationwide approach that allows federal, state, local and tribal governments as well as private-sector and nongovernmental organizations to work together to manage incidents and disasters of all kinds.

L. "*PARTY*" means an Agency which has adopted and executed this Agreement.

M. "*PERIOD OF ASSISTANCE*" means a specified period of time when a Responding Agency assists a Requesting Agency. The period commences when personnel, equipment, or supplies depart from a Responding Agency's facility and ends when the resources return to their facility (portal to portal). All protections identified in the Agreement apply during this period. The specified Period of Assistance may occur during response to or recovery from a disaster, local emergency, or period of general mutual aid, as previously defined.

N. "*RESPONDING AGENCY*" means the Party or Agency which has received a request to furnish aid and assistance from another Party and has agreed to provide the same.

O. "*REQUESTING AGENCY*" means the Party or Agency requesting and receiving aid and assistance from a Responding Agency.

### **SECTION III: RESPONSIBILITY OF PARTIES**

A. *PROVISION OF AID.* Each Party recognizes that it may be requested to provide aid and assistance at a time when it is necessary to provide similar aid and assistance to the Party's own constituents. This Agreement shall not be construed to impose any unconditional obligation on any Party to provide aid and assistance. A Party may choose not to render aid and assistance at any time, for any reason.

B. *RECRUITMENT.* The Parties hereby encourage each other to enlist other agencies to adopt and execute this Agreement.

C. *AGREEMENT FOR BENEFIT OF PARTIES.* All functions and activities performed under this Agreement are for the benefit of the Parties to this Agreement. Accordingly, this Agreement shall not be construed to be for the benefit of any third parties and no third parties shall have any right or cause of action against the Parties to this Agreement.

D. *IMMUNITIES.* All immunities provided by law to the Parties shall be fully applicable to the Parties providing or receiving aid and assistance pursuant to this Agreement, including, but not limited to, the Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101, et seq.

E. *MEMBERSHIP.* To be a member in good standing, a Party shall be responsible for dues and other obligations as specified in the IPWMAN By-Laws and Operational Plan.

#### **SECTION IV: ANNUAL REVIEW**

At a minimum, the Board of Directors shall meet annually at a meeting place designated by the Board of Directors to review and discuss this Agreement and, if applicable, to recommend amendments to this Agreement. The Board of Directors shall have the power and signing authority to carry out the purposes of this Agreement, including but not limited to the power to: adopt by-laws; execute agreements and documents approved by the Board of Directors; develop specific operating plans, procedures and protocol for requesting assistance; organize meetings; engage in joint training exercises; operate a website; disseminate information; create informational brochures; create subcommittees; maintain lists of the Parties; maintain equipment and supply inventory lists; and deal with Party issues.

#### **SECTION V: PROCEDURES FOR REQUESTING ASSISTANCE**

The Board of Directors will promulgate and regularly update procedures for requesting assistance through the IPWMAN Operational Plan.

#### **SECTION VI: RESPONDING AGENCY'S ASSESSMENT OF AVAILABILITY OF RESOURCES**

The Board of Directors will promulgate and regularly update procedures for responding agency's assessment of availability of resources through the IPWMAN Operational Plan.

#### **SECTION VII: SUPERVISION AND CONTROL**

A. *DESIGNATION OF RESPONDING AGENCY'S SUPERVISORY PERSONNEL.* Responding Agency shall designate a representative who shall serve as the person in charge of coordinating the initial work assigned to the Responding Agency's employees by the Requesting Agency. The Requesting Agency shall direct and coordinate the work being assigned to the Responding Agency(s) and the Requesting Agency's employees. All actions shall be consistent with and in accordance with the National Incident Management System (NIMS) and the IPWMAN Operational Plan.

B. *RESPONSIBILITIES OF RESPONDING AGENCY'S SUPERVISORY PERSONNEL.* The Board of Directors will promulgate and regularly update procedures for Responding Agency's supervisory

personnel through the IPWMAN Operational Plan.

### **SECTION VIII: LENGTH OF TIME FOR AID AND ASSISTANCE; RENEWABILITY; RECALL**

The Board of Directors will promulgate and regularly update procedures for length of time for aid and assistance, renewability, and recall through the IPWMAN Operational Plan.

It is presumed that a Responding Agency's aid and assistance shall be given for an initial minimum period of twelve (12) hours. Thereafter, assistance shall be extended as the Responding Agency and Requesting Agency shall agree. The twelve (12) hour period shall start when the aid and assistance departs from Responding Agency's location with the intent of going to Requesting Agency's location. The aid and assistance shall end when it returns to Responding Agency's location with the understanding between the Responding Agency and Requesting Agency that provision of aid and assistance is complete.

Responding Agency may recall its aid and assistance at any time at its sole discretion. Responding Agency shall make a good faith effort to give the Requesting Agency as much advance notice of the recall as is practical under the circumstances.

### **SECTION IX: DOCUMENTATION OF COST & REIMBURSEMENT OF COST**

A. *PERSONNEL* - Responding Agency shall continue to pay its employees according to its then prevailing ordinances, rules, regulations, and collective bargaining agreements. At the conclusion of the period of aid and assistance, the Responding Agency shall document all direct and indirect payroll costs plus any taxes and employee benefits which are measured as a function of payroll (i.e.; FICA, unemployment, retirements, etc.).

B. *RESPONDING AGENCY'S TRAVELING EMPLOYEE NEEDS* - Responding Agency shall document the basic needs of Responding Agency's traveling employees, such as reasonable lodging and meal expenses of Responding Agency's personnel, including without limitation transportation expenses for travel to and from the stricken area during the period of aid and assistance.

C. *EQUIPMENT* - Responding Agency shall document the use of its equipment during the period of aid and assistance including without limitation all repairs to its equipment as determined necessary by its on-site supervisor(s) to maintain such equipment in safe and operational condition, fuels, miscellaneous supplies, and damages directly caused by provision of the aid and assistance.

D. *MATERIALS AND SUPPLIES* - Responding Agency shall document all materials and supplies furnished by it and used or damaged during the period of aid and assistance.

E. *REIMBURSEMENT OF COSTS* - Equipment, personnel, materials, supplies and/or services provided pursuant to this Agreement shall be at no charge to the Requesting Agency, unless the aid and assistance is requested for more than five (5) calendar days. If aid and assistance is requested for more than five (5) calendar days, the Responding Agency may submit an itemized invoice to the Requesting Agency seeking reimbursement of the cost incurred for personnel, traveling employees, equipment, materials and supplies. If aid and assistance is requested from the State of Illinois to be activated as a State asset, the Responding Agency will be reimbursed for

personnel, materials, supplies and equipment from the first day of the response to the event by the State of Illinois. Materials and supplies will be reimbursed at the cost of replacement of the commodity. Personnel will be reimbursed at Responding Agency rates and equipment will be reimbursed at an appropriate equipment rate based upon either pre-existing locally established rates, the Federal Emergency Management Agency Equipment Rate Schedule or that published by the Illinois Department of Transportation. In the event that there is no such appropriate equipment rate as described above, reimbursement shall be at the actual cost incurred by the Responding Agency.

## **SECTION X: RIGHTS AND PRIVILEGES OF RESPONDING AGENCY'S EMPLOYEES**

Whenever Responding Agency's employees are rendering aid and assistance pursuant to this Agreement, such employees shall retain the same powers, duties, immunities, and privileges they would ordinarily possess if performing their duties within the geographical limits of Responding Agency.

## **SECTION XI: WORKERS' COMPENSATION**

The Parties agree that Requesting Agency shall be responsible for payment of workers' compensation benefits owed to Requesting Agency's employees and that Responding Agency shall be responsible for payment of workers' compensation benefits owed to Responding Agency's employees.

## **SECTION XII: INSURANCE**

Each Party shall bear the risk of liability for its agency and its agency's employees' acts and omissions and shall determine for itself what amount of insurance it should carry, if any. Each Party understands and agrees that any insurance coverage obtained shall in no way limit that Party's responsibility under Section XIII of this Agreement to indemnify and hold the other Parties to this Agreement harmless from such liability.

## **SECTION XIII: INDEMNIFICATION**

Each Party hereto agrees to waive all claims against all other Parties for any loss, damage, personal injury or death occurring in consequence of the performance of this Agreement but only if such claim is not a result of gross negligence or willful misconduct by another Party or its personnel.

Each Party requesting aid pursuant to this Agreement hereby expressly agrees to hold harmless, indemnify and defend the Responding Agency and its personnel from any and all claims, demands, liability, losses, suits in law or in equity which are made by a third party provided, however, that all employee benefits, wage and disability payments, pensions, worker's compensation claims, damage to or destruction of equipment and clothing, and medical expenses of the Party rendering aid or its employees shall be the sole and exclusive responsibility of the Responding Agency; and further provided that such claims made by a third party are not the result of gross negligence or willful misconduct on the part of the Responding Agency. This indemnity shall include attorney fees and costs that may arise from providing aid pursuant to this Agreement.

#### **SECTION XIV: NON-LIABILITY FOR FAILURE TO RENDER AID**

The rendering of assistance under the terms of this Agreement shall not be mandatory under any circumstances, including, without limitation, that the local conditions of the Responding Agency prohibit response. It is the responsibility of the Responding Agency to immediately notify the Requesting Agency of the Responding Agency's inability to respond; however, failure to immediately notify the Requesting Agency of such inability to respond shall not constitute evidence of noncompliance with the terms of this section and no liability may be assigned.

No liability of any kind or nature shall be attributed to or be assumed, whether expressly or implied, by a party hereto, its duly authorized agents and personnel, for failure or refusal to render aid. Nor shall there be any liability of a party for withdrawal of aid once provided pursuant to the terms of this Agreement.

#### **SECTION XV: NOTICE OF CLAIM OR SUIT**

Any Party that becomes aware of a claim or suit that in any way, directly or indirectly, contingently or otherwise, affects or might affect other Parties of this Agreement shall provide prompt and timely notice to the Parties who may be affected by the suit or claim. Each Party reserves the right to participate in the defense of such claims or suits as necessary to protect its own interests.

#### **SECTION XVI: AMENDMENTS**

Any member may propose amendment of this Agreement. Proposed amendments to this Agreement shall be submitted to the Board of Directors. Amendments approved by majority vote of the Board of Directors will be sent to the members for consideration at a duly called meeting held at least 45 days after the Secretary, or designee, has sent the proposed amendment by paper document or electronically to each member. Any proposed amendment receiving the affirmative vote of at least three-fifths (60%) of the members present at the meeting shall be sent to the membership for adoption by the governing body of each member. Failure of a member's governing body to adopt any amended agreement within 120 days of receipt of the proposed amended agreement will signify a Party's withdrawal from the Agreement.

#### **SECTION XVII: ADDITIONAL PARTIES**

Additional Agencies may become Parties to this Agreement, provided that such Agencies:

- (1) Approve and execute this Agreement.
- (2) Provide a fully executed copy of this Agreement to the Board of Directors.
- (3) Provide the name and title of an authorized representative to the Board of Directors.
- (4) Annually provide a list of mutual aid resources to its local accredited/certified Emergency Management Agency. If requested, the agency may need to assist its local accredited/certified Emergency Management Coordinator with data entry of its mutual aid resources into a web-based format (NIMS Source).

Upon submission of the items enumerated above to the Board of Directors and receipt of acknowledgement from the Board of Directors, the submitting agency shall be regarded as a Party to the Agreement.

**SECTION XVIII: NOTICES**

Notices and requests as provided herein shall be deemed given as of the date the notices are deposited, by First Class Mail, addressed to the Board of Directors who will notify each of the Parties' representatives.

**SECTION XIX: INITIAL TERM OF AGREEMENT; RENEWAL; TERMINATION**

The initial term of this Agreement shall be one (1) year from its effective date. Thereafter, this Agreement shall automatically renew for additional one-year terms commencing on the anniversary of the effective date of this Agreement. Any Party may withdraw from this Agreement at any time by giving written notification to the Board of Directors. The notice shall not be effective until ninety (90) days after the notice has been served upon the Board of Directors by First Class mail. A Party's withdrawal from this Agreement shall not affect that Party's liability or obligation incurred under this Agreement prior to the date of withdrawal. This Agreement shall continue in force and effect as to all other Parties until such time as a Party withdraws. Failure to adopt any amended agreement within one hundred and twenty (120) days of said amended agreement will signify a Party's withdrawal from the Agreement pursuant to Section XVI of this Agreement. Any Party that fails to meet its obligations in accordance with this Agreement or the IPWMAN bylaws may have its participation in IPWMAN terminated by a two-thirds vote of the Board of Directors pursuant to 2.4 of the IPWMAN by-laws.

**SECTION XX: HEADINGS**

The headings of various sections and subsections of this Agreement have been inserted for convenient reference only and shall not be construed as modifying, amending, or affecting in any way the express terms and provisions of this Agreement or their interpretation.

**SECTION XXI: SEVERABILITY**

Should any clause, sentence, provision, paragraph, or other part of this Agreement be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder of this Agreement. Each of the Parties declares that it would have entered into this Agreement irrespective of the fact that any one or more of this Agreement's clauses, sentences, provisions, paragraphs, or other parts have been declared invalid. Accordingly, it is the intention of the Parties that the remaining portions of this Agreement shall remain in full force and effect without regard to the clause(s), sentence(s), provision(s), paragraph(s), or other part(s) invalidated.

**SECTION XXII: EFFECTIVE DATE**

This Agreement shall be effective on the date of the acknowledgement letter sent by the Board of Directors.

### **SECTION XXIII: WAIVER**

Failure to enforce strictly the terms of this Agreement on one or more occasions shall not be deemed a waiver of the right to enforce strictly the terms of this Agreement on any other occasion.

### **SECTION XXIV: EXECUTION OF COUNTERPARTS**

This Agreement may be signed in any number of counterparts with the same effect as if the signatures thereto and hereto were upon the same instrument.

### **SECTION XXV: PRIOR IPWMAN AGREEMENTS**

All prior IPWMAN agreements for mutual aid and assistance between the Parties hereto are suspended and superseded by this Agreement. It is specifically understood and agreed that this Agreement is intended to reorganize IPWMAN's governing structure to a Board of Directors of the Intergovernmental Agency rather than of a not-for-profit corporation as provided in the By-Laws attached to this Agreement as Exhibit A. The By-Laws are specifically incorporated here by reference. All prior acts of the Board of Directors are hereby declared to be those of IPWMAN, an Intergovernmental Agency.

### **SECTION XXVI: PROHIBITION ON THIRD PARTIES AND ASSIGNMENT OF RIGHTS/DUTIES**

This Agreement is for the sole benefit of the Parties and no person or entity shall have any rights under this Agreement as a third-Party beneficiary. Assignments of benefits and delegations of duties created by this Agreement are prohibited and must be without effect.

*NOW, THEREFORE*, each of the Parties have caused this IPWMAN Mutual Aid Agreement to be executed by its duly authorized representative who has signed this Agreement as of the date set forth below.

# Signature Page

Approved and executed this \_\_\_\_\_ day \_\_\_\_\_ of 20 \_\_\_\_\_.

For the Agency (Insert Name): \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

*Attest*

By: \_\_\_\_\_

Its: \_\_\_\_\_

**APPROVED**

On behalf of the Illinois Public Works Mutual Aid Network

Approved and executed this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_.

By: \_\_\_\_\_

Vince Kilcullen  
President, IPWMAN Board of Directors

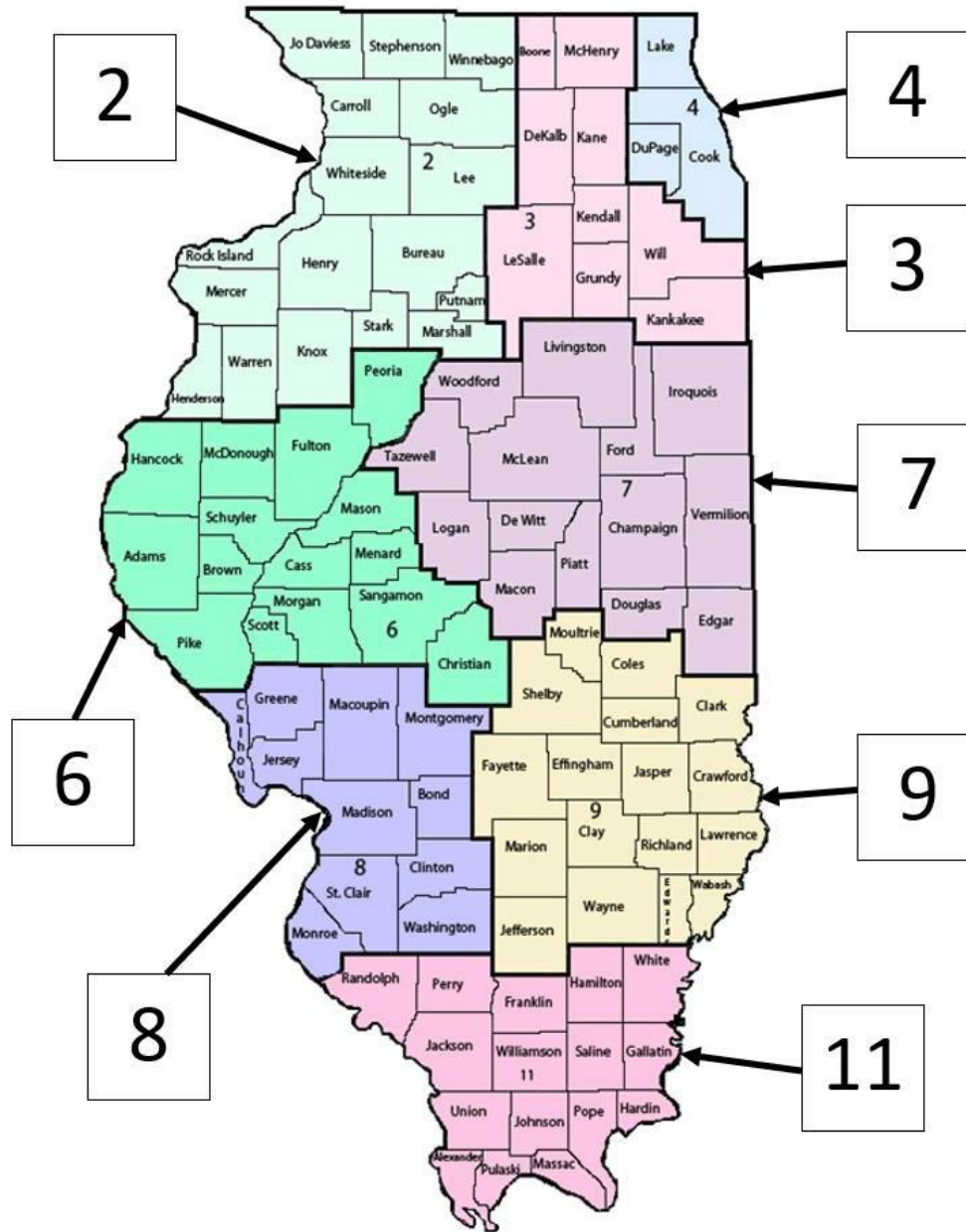
Attest: \_\_\_\_\_

Joe Cronin  
Secretary, IPWMAN Board of Directors

*Approved by the IPWMAN Interim Board of Directors on September 17, 2008. Amended by the IPWMAN Interim Board of Directors on August 19, 2009. Amended by the IPWMAN Board of Directors on June 16, 2010. Amended by the IPWMAN Board of Directors on October 22, 2024.*



Exhibit 1—IPWMAN Region Map



# IPWMAN Region Map

CHAMPAIGN COUNTY  
HIGHWAY DEPARTMENT  
BUDGET

FY 2025

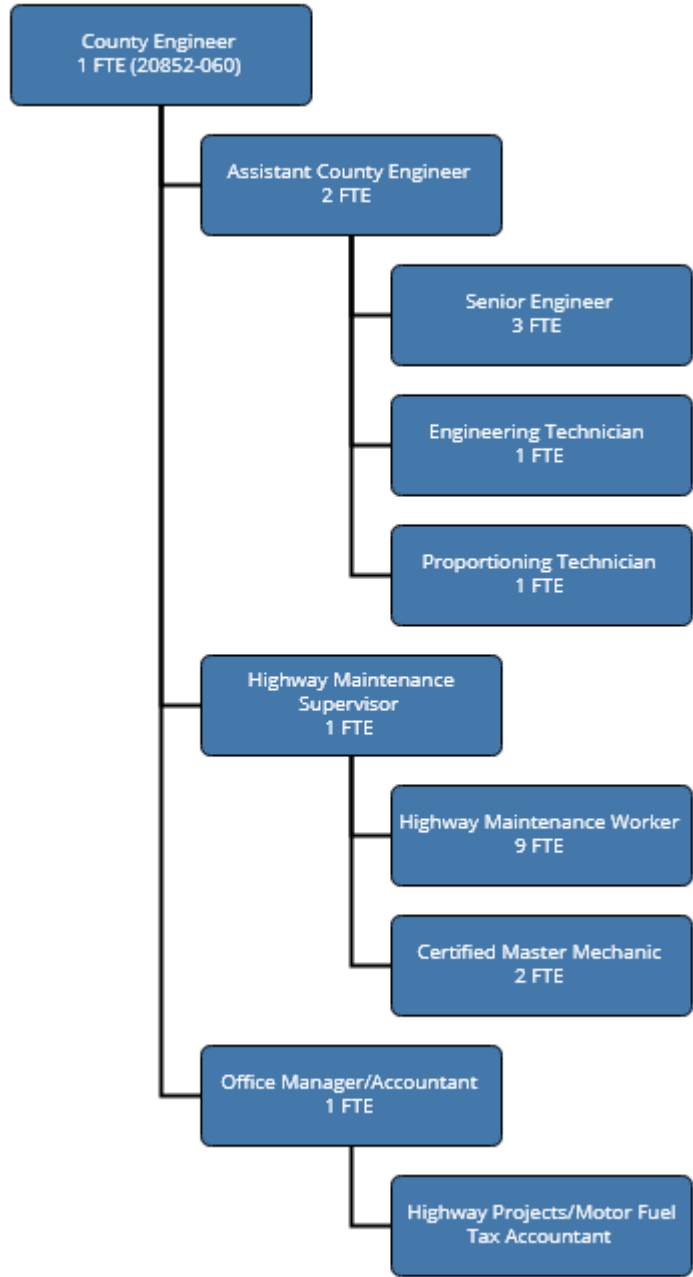
Prepared by

Jeff Blue  
County Engineer

**Fund 2083**

**County Highway**

## County Highway Special Revenue Fund (2083-060)



County Highway (2083-060) positions: 21 FTE  
 County Motor Fuel Tax (2085-060) positions: 1 FTE

**MISSION STATEMENT**

The Champaign County Highway Department, in association with the Township Highway Commissioners, has been given the opportunity and distinct responsibility to provide a safe rural transportation system for the citizens of Champaign County. The County Highway Department employs its engineering expertise and vocational knowledge to provide reasonable, sensible, and responsible solutions to the challenges facing Champaign County in solicitous response to the needs of the county residents.

**BUDGET HIGHLIGHTS**

The Highway Fund is our operational fund. With the increasing costs in commodities, utilities, and equipment the County Highway Department continues to rely on transfers from the Motor Fuel Tax (MFT) budget to fill the gap in our Highway Fund Budget. Equipment costs, costs to repair

equipment, cost to maintain our buildings and roads highlight those increasing costs. The Highway Department budgeted \$100,000 to begin funding a building maintenance fund (Fund 083-062) in 2018. We have continued to budget for these expenses and have budgeted \$134,000 in 2025 for fund 083-062. Fund 083-062 is to be used as a “sinking fund” for building repairs and/or upgrades to make sure our building is properly maintained. We are also budgeting \$500,000 in heavy equipment in 2025 to cover the costs of new equipment. We are showing a \$250,000 DCEO Grant to cover the drainage project on Wilber Avenue in both revenue and expense.

**Department Summary**

		2023 Actual	2024 Original	2024 Projected	2025 Budget
<b>Revenues</b>					
<b>Property Taxes</b>					
400101	Property Taxes - Current	3,183,635	3,379,576	3,379,576	3,559,661
400103	Property Taxes - Back Tax	0	1,500	0	1,500
400104	Payment In Lieu Of Taxes	1,563	1,500	1,500	1,500
400106	Mobile Home Tax	2,102	2,000	2,000	2,000
<b>Property Taxes Total</b>		<b>3,187,301</b>	<b>3,384,576</b>	<b>3,383,076</b>	<b>3,564,661</b>
<b>Intergov Revenue</b>					
400406	State - Gen Supt (Mandatory)	156,778	0	5,877	0
<b>Intergov Revenue Total</b>		<b>156,778</b>	<b>0</b>	<b>5,877</b>	<b>0</b>
<b>Grant Revenue</b>					
400411	State - Other (Non-Mandatory)	0	250,000	0	250,000
<b>Grant Revenue Total</b>		<b>0</b>	<b>250,000</b>	<b>0</b>	<b>250,000</b>
<b>Fees, Fines, Charges</b>					
400701	Charges For Services	590,033	555,000	555,000	555,000
<b>Fees, Fines, Charges Total</b>		<b>590,033</b>	<b>555,000</b>	<b>555,000</b>	<b>555,000</b>
<b>Misc Revenue</b>					
400801	Investment Interest	119,053	60,000	120,000	60,000
400902	Other Miscellaneous Revenue	2,395	0	1,306	0
400903	Sale Of Fixed Assets - Equip	0	0	47,706	0
<b>Misc Revenue Total</b>		<b>121,448</b>	<b>60,000</b>	<b>169,012</b>	<b>60,000</b>

**Department Summary**

		2023 Actual	2024 Original	2024 Projected	2025 Budget
<b>Interfund Revenue</b>					
600101	Transfers In	0	50,000	50,000	50,000
<b>Interfund Revenue Total</b>		<b>0</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>Revenues Total</b>		<b>4,055,560</b>	<b>4,299,576</b>	<b>4,162,965</b>	<b>4,479,661</b>
<b>Expenditures</b>					
<b>Personnel</b>					
500103	Regular Full-Time Employees	1,448,765	1,572,222	1,572,222	1,628,741
500105	Temporary Staff	8,814	40,000	10,000	40,000
500108	Overtime	24,655	80,000	80,000	80,000
500301	Social Security-Employer	107,981	133,608	133,608	131,127
500302	Imrf - Employer Cost	37,229	47,330	47,330	45,000
500304	Workers' Compensation Insuranc	83,742	93,012	93,012	94,000
500305	Unemployment Insurance	6,769	6,072	6,072	6,900
500306	Ee Hlth/Lif (Hlth Only Fy23)	207,200	364,848	364,848	419,575
<b>Personnel Total</b>		<b>1,925,154</b>	<b>2,337,092</b>	<b>2,307,092</b>	<b>2,445,343</b>
<b>Commodities</b>					
501001	Stationery And Printing	145	1,000	1,000	1,000
501002	Office Supplies	2,877	4,500	4,500	5,000
501003	Books, Periodicals, And Manual	49	500	500	500
501004	Postage, Ups, Fedex	854	1,000	1,000	1,000
501005	Food Non-Travel	358	600	600	500
501006	Medical Supplies	5,564	3,000	4,000	4,000
501008	Maintenance Supplies	3,075	2,500	12,000	12,000
501009	Vehicle Supp/Gas & Oil	138,144	190,000	120,000	120,000
501010	Tools	12,311	20,000	20,000	20,000
501011	Ground Supplies	296	600	600	600
501012	Uniforms/Clothing	6,849	8,000	8,000	10,000
501013	Dietary Non-Food Supplies	0	0	1,000	1,000
501017	Equipment Less Than \$5000	26,592	25,000	75,000	75,000
501018	Vehicle Equip Less Than \$5000	0	0	125,000	125,000
501019	Operational Supplies	21,539	20,000	70,000	75,000
501036	Oper Supplies - Road & Bridge	0	0	90,000	100,000
<b>Commodities Total</b>		<b>218,651</b>	<b>276,700</b>	<b>533,200</b>	<b>550,600</b>

**Department Summary**

		<b>2023 Actual</b>	<b>2024 Original</b>	<b>2024 Projected</b>	<b>2025 Budget</b>
<b>Services</b>					
502001	Professional Services	17,536	5,000	5,000	5,000
502002	Outside Services	11,782	10,000	2,000	3,000
502003	Travel Costs	496	4,000	4,000	4,000
502004	Conferences And Training	8,733	5,000	5,000	5,000
502007	Insurance (Non-Payroll)	86,624	80,000	80,000	80,000
502011	Utilities	58,395	90,000	90,000	90,000
502012	Repair & Maint	6,076	0	2,756	0
502013	Rent	15,600	30,000	14,000	0
502014	Finance Charges And Bank Fees	30	0	0	0
502015	Fines & Penalties (Non-Bank)	500	0	0	0
502017	Waste Disposal And Recycling	4,769	5,000	5,000	5,000
502019	Advertising, Legal Notices	833	1,500	1,500	1,500
502021	Dues, License, & Membership	3,233	4,000	4,000	5,000
502035	Repair & Maint - Equip/Auto	233,798	275,000	50,000	50,000
502036	Repair & Maint - Road & Bridge	76,908	146,284	80,750	20,000
502037	Repair & Maint - Building	32,568	35,000	40,000	40,000
502040	Architecture / Engineering Ser	15,750	20,000	27,500	20,000
502041	Health/Dntl/Vision Non-Payroll	315	0	1,000	1,000
502046	Equip Lease/Equip Rent	5,616	2,000	40,000	40,000
502047	Software License & Saas	33,452	35,000	40,000	40,000
502048	Phone/Internet	9,129	10,000	10,000	10,000
<b>Services Total</b>		<b>622,145</b>	<b>757,784</b>	<b>502,506</b>	<b>419,500</b>
<b>Capital</b>					
800201	Infrastructure	156,853	250,000	110,280	400,000
800401	Equipment	572,337	550,000	500,000	500,000
800501	Buildings	0	0	25,000	20,000
<b>Capital Total</b>		<b>729,190</b>	<b>800,000</b>	<b>635,280</b>	<b>920,000</b>
<b>Interfund Expense</b>					
700101	Transfers Out	120,000	128,000	128,000	134,000
<b>Interfund Expense Total</b>		<b>120,000</b>	<b>128,000</b>	<b>128,000</b>	<b>134,000</b>
<b>Expenditures Total</b>		<b>3,615,140</b>	<b>4,299,576</b>	<b>4,106,078</b>	<b>4,469,443</b>

The fund balance goal is \$1,000,000. We strive to have a balanced budget every year and have been able to keep that goal with the exception of needing to move money from year to year when equipment is ordered in

one year and received in the next. Fluctuations in the fund balance occurs depending on equipment and vehicle purchases and the level of road and drainage improvements planned for each year.

**ALIGNMENT to STRATEGIC PLAN**

**County Board Goal 1 - Champaign County is a high-performing, open, and transparent local government organization**

All of the large construction and maintenance projects are open bid to the lowest responsible bidder who conforms to IDOT Policy.

**County Board Goal 2 - Champaign County maintains high-quality public facilities and roads and provides a safe rural transportation system**

The County Highway Department maintains 200 miles of County Roads with an average pavement condition index of 77.0, corresponding to a good condition rating. We maintain seventy-five bridges on the County Highway system with no bridges currently load posted. The County Highway Department has a high-quality, state-of-the-art highway maintenance facility that is used to house the vehicles and perform maintenance on all county-owned vehicles. We use our pavement management system to help project our 5-year construction and maintenance plan for the county roads.

The County Highway Department identifies providing a safe rural transportation system in its mission statement. That mission statement is upheld by building safer highways with wider shoulders, rumble strips, new signs, and safe slopes. The County Highway Department has been very

aggressive in applying for and receiving Highway Safety Improvement Program funds to build safer roads and incorporate safety measures into our recent construction. The County Highway Department also plows snow and provides ice control 24 hours a day/7 days a week when needed to keep the County transportation system as safe as possible during the winter months. We also provide engineering for townships at minimal cost and inspect all township bridges for a \$50/bridge fee. This helps ensure the township highway system is safe and efficient for the traveling public.

**DESCRIPTION – ENGINEERING SERVICES**

To provide engineering design and planning of roads, highways, and bridges for the County and Townships

**OBJECTIVES**

To have awarded project cost within +/- 5% of engineer design cost estimate

To keep actual project cost within +/- 5% of awarded project cost

To complete construction projects on schedule

To reduce drainage problems that damage roadway

To seal coat County Highways on as needed basis

To provide services to townships and other local agencies on a requested need basis

To keep County Highways open 24 hours a day, seven days a week

**DESCRIPTION – HIGHWAY MAINTENANCE**

To maintain the structural integrity of County highways, shoulders, and ditches, and to provide snow and ice removal on County highways.

**OBJECTIVES**

To maintain safe roadways

To replace signs in a time sensitive manner

**Performance Indicators**

Indicator	2023 Actual	2024 Projected	2025 Budget
Miles of shoulder repair and ditch grading	70	40	50
Pavement Condition Index of Roads	80	81	77
Traffic signs repaired/replaced	200	200	200
Total expenditure for road surface maintenance	275,000	300,000	300,000
Gallons of liquid asphalt applied	10,000	10,000	50,000
Percent of Roads with PCI >60	80%	82%	78%
Hours spent removing snow and ice	1,700	2,000	2000
Number of days with freezing or snow condition	130	130	130



## Highway Building Capital Special Revenue Fund (2083-062)

### BUDGET HIGHLIGHTS

This budget was created in FY2018 to allocate funds for the capital costs of highway building facilities. A Facility Assessment Report completed by Bailey Edward in November 2015 indicated that the annual cost to maintain the Deferred Maintenance Backlog (DMB) for the Highway Fleet Maintenance, Highway Salt Dome and Highway Garage facilities is approximately \$300,000. The Highway Department began transferring funds to this Capital Fund in 2018 and will continue to transfer funds this

year. This is intended to be like a “sinking fund” where funds accumulate until capital repairs are necessary. Although this falls short of the DMB, it is a good start to having a healthy maintenance fund for the Highway Department facility.

For the 2025 budget there is \$25,000 for capital repairs that may arise during the year.

### Department Summary

		2023 Actual	2024 Original	2024 Projected	2025 Budget
<b>Revenues</b>					
<b>Interfund Revenue</b>					
600101	Transfers In	120,000	128,000	128,000	134,000
<b>Interfund Revenue Total</b>		<b>120,000</b>	<b>128,000</b>	<b>128,000</b>	<b>134,000</b>
<b>Revenues Total</b>		<b>120,000</b>	<b>128,000</b>	<b>128,000</b>	<b>134,000</b>
<b>Expenditures</b>					
<b>Services</b>					
502037	Repair & Maint - Building	0	25,000	25,000	25,000
<b>Services Total</b>		<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
<b>Capital</b>					
800201	Infrastructure	0	275,000	200,000	0
<b>Capital Total</b>		<b>0</b>	<b>275,000</b>	<b>200,000</b>	<b>0</b>
<b>Expenditures Total</b>		<b>0</b>	<b>300,000</b>	<b>225,000</b>	<b>25,000</b>

**Fund 2084**  
**County Bridge**

## County Bridge Special Revenue Fund (2084-060)

This fund is used to fund projects that involve bridge construction on county and township roads.

### MISSION STATEMENT

The Champaign County Highway Department, in association with the Township Highway Commissioners, has been given the opportunity and distinct responsibility to provide a safe rural transportation system for the citizens of Champaign County. The County Highway Department employs its engineering expertise and vocational knowledge to provide reasonable, sensible, and responsible solutions to the challenges facing Champaign County in solicitous response to the needs of the county residents.

### BUDGET HIGHLIGHTS

This fund is used first to match funding to construct bridges through the Township Bridge Program (TBP) administered by the Illinois Department of Transportation (IDOT). TBP was increased 4x by the Illinois State Legislature last year. Champaign County allocation went from \$350,000/year to \$1,400,000/year. The County Highway Department continues to have a need to construct approximately ten bridges per year to meet the sixty-year lifecycle of the bridges in Champaign County. The cost of bridge construction has risen significantly in the last few year, especially post pandemic. Therefore, we continue to look for new innovations to help lengthen the lifespan of our newly constructed bridges as well as make timely repairs to older bridges to extend their life. The funding in 2025 will be used to repair and/or replace approximately 8 bridges on the county highway and the township highway systems. Along with these major expenditures, we anticipate another 8-10 smaller county and township projects.

### Department Summary

		2023 Actual	2024 Original	2024 Projected	2025 Budget
<b>Revenues</b>					
<b>Property Taxes</b>					
400101	Property Taxes - Current	1,596,736	1,695,036	1,695,036	1,788,292
400103	Property Taxes - Back Tax	0	800	800	800
400104	Payment In Lieu Of Taxes	784	800	800	800
400106	Mobile Home Tax	1,054	1,000	1,000	1,000
<b>Property Taxes Total</b>		<b>1,598,575</b>	<b>1,697,636</b>	<b>1,697,636</b>	<b>1,790,892</b>
<b>Misc Revenue</b>					
400801	Investment Interest	75,714	30,000	80,000	30,000

**Department Summary**

		<b>2023 Actual</b>	<b>2024 Original</b>	<b>2024 Projected</b>	<b>2025 Budget</b>
400902	Other Miscellaneous Revenue	10,940	5,000	5,500	5,000
<b>Misc Revenue Total</b>		<b>86,654</b>	<b>35,000</b>	<b>85,500</b>	<b>35,000</b>
<b>Revenues Total</b>		<b>1,685,228</b>	<b>1,732,636</b>	<b>1,783,136</b>	<b>1,825,892</b>
<b>Expenditures</b>					
<b>Services</b>					
502036	Repair & Maint - Road & Bridge	84,029	100,000	100,000	100,000
502040	Architecture / Engineering Ser	23,137	200,000	185,000	200,000
<b>Services Total</b>		<b>107,166</b>	<b>300,000</b>	<b>285,000</b>	<b>300,000</b>
<b>Capital</b>					
800201	Infrastructure	913,186	1,432,636	1,447,794	1,540,000
<b>Capital Total</b>		<b>913,186</b>	<b>1,432,636</b>	<b>1,447,794</b>	<b>1,540,000</b>
<b>Expenditures Total</b>		<b>1,020,352</b>	<b>1,732,636</b>	<b>1,732,794</b>	<b>1,840,000</b>

**ALIGNMENT to STRATEGIC PLAN**

**County Board Goal 2 - Champaign County maintains high-quality public facilities and roads and provides a safe rural transportation system**

The County Highway Department has a goal to keep every bridge in Champaign County from being weight restricted and/or causing safety concerns. We inspect every bridge on the county, township and small municipal roadway system on a 4-year, 2-year or 1-year frequency based on the condition rating of the bridge.

**DESCRIPTION**

To design, construct and maintain bridges in the most cost-effective manner possible.

**OBJECTIVES**

To have awarded project cost within +/- 5% of engineer design cost estimate

To keep actual project cost within +/- 5% of awarded project cost

To complete construction projects on schedule

# **Fund 2085**

## **Motor Fuel Tax**

# County Motor Fuel Tax Special Revenue Fund (2085-060)



County Motor Fuel Tax positions: 1 FTE

### MISSION STATEMENT

The Champaign County Highway Department, in association with the Township Highway Commissioners, has been given the opportunity and distinct responsibility to provide a safe rural transportation system for the citizens of Champaign County. The County Highway Department employs its engineering expertise and vocational knowledge to provide reasonable, sensible, and responsible solutions to the challenges facing Champaign County in solicitous response to the needs of the county residents.

### BUDGET HIGHLIGHTS

The Illinois MFT was doubled in July of 2019 from \$0.19/gallon to \$0.38/gallon. This was the first increase since 1990. In 2020 we anticipated a 68% increase (approximately \$1,600,000) in our MFT allocation. Due to COVID-19 we saw a sharp decline in the MFT. In 2021 people began to travel more again, but then in 2022 the fuel prices again influenced driving behaviors. 2023 saw a sharp increase in the number of electric vehicles on the road. In 2024 revenues have increased again due to more travel and stabilized fuel prices. It is very difficult to predict fuel consumption in a market that has so many variables at this time. Fortunately, we have a healthy fund balance due to using the IDOT REBUILD funds for our projects over the last few years. The largest expenses in the MFT budget include \$1,000,000 for maintenance of roads and bridges and \$4,000,000 to rebuild county road 15 from Sidney to Philo.

### Department Summary

		2023 Actual	2024 Original	2024 Projected	2025 Budget
<b>Revenues</b>					
<b>Intergov Revenue</b>					
400403	State - State Motor Fuel Tax	4,598,641	3,500,000	3,500,000	3,500,000
400406	State - Gen Supt (Mandatory)	84,601	87,200	87,200	89,753
<b>Intergov Revenue Total</b>		<b>4,683,242</b>	<b>3,587,200</b>	<b>3,587,200</b>	<b>3,589,753</b>
<b>Fees, Fines, Charges</b>					
400701	Charges For Services	0	2,000	2,000	2,000
<b>Fees, Fines, Charges Total</b>		<b>0</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>
<b>Misc Revenue</b>					
400801	Investment Interest	428,767	250,000	350,000	250,000
400902	Other Miscellaneous Revenue	989	0	0	0
<b>Misc Revenue Total</b>		<b>429,757</b>	<b>250,000</b>	<b>350,000</b>	<b>250,000</b>
<b>Revenues Total</b>		<b>5,112,999</b>	<b>3,839,200</b>	<b>3,939,200</b>	<b>3,841,753</b>

**Department Summary**

		2023 Actual	2024 Original	2024 Projected	2025 Budget
<b>Expenditures</b>					
<b>Personnel</b>					
500102	Appointed Official Salary	169,202	174,277	174,277	179,505
500110	Taxable Auto Allowance	10,952	10,952	10,952	10,952
<b>Personnel Total</b>		<b>180,154</b>	<b>185,229</b>	<b>185,229</b>	<b>190,457</b>
<b>Commodities</b>					
501036	Oper Supplies - Road & Bridge	0	0	400,000	400,000
<b>Commodities Total</b>		<b>0</b>	<b>0</b>	<b>400,000</b>	<b>400,000</b>
<b>Services</b>					
502001	Professional Services	24,000	100,000	100,000	10,000
502002	Outside Services	36,984	50,000	40,000	40,000
502003	Travel Costs	4,265	5,000	7,000	7,000
502004	Conferences And Training	855	5,000	3,000	3,000
502013	Rent	0	225,000	225,000	225,000
502022	Operational Services	146,616	150,000	197,409	150,000
502036	Repair & Maint - Road & Bridge	450,300	1,000,000	500,000	500,000
502040	Architecture / Engineering Ser	836	100,000	100,000	100,000
502046	Equip Lease/Equip Rent	144,313	0	0	0
<b>Services Total</b>		<b>808,169</b>	<b>1,635,000</b>	<b>1,172,409</b>	<b>1,035,000</b>
<b>Capital</b>					
800101	Land	64,734	0	0	0
800201	Infrastructure	3,778,071	2,000,000	2,243,935	4,000,000
<b>Capital Total</b>		<b>3,842,805</b>	<b>2,000,000</b>	<b>2,243,935</b>	<b>4,000,000</b>
<b>Expenditures Total</b>		<b>4,831,128</b>	<b>3,820,229</b>	<b>4,001,573</b>	<b>5,625,457</b>

# **Fund 2103**

## **Federal Aid**

### **Matching**



## Highway Federal Aid Matching Special Revenue Fund (2103-060)

### BUDGET HIGHLIGHTS

In 2002, the County Board lowered the property tax revenue; the only revenue supporting this fund, to the lowest level allowed to still collect the tax. In FY2014, the County Board re-allocated property tax levy growth to re-establish the property tax levy, which is a key source of revenue for the County to provide matching funds for projects awarded through Federal Highway Administration fund dollars.

### Department Summary

		2023 Actual	2024 Original	2024 Projected	2025 Budget
<b>Revenues</b>					
<b>Property Taxes</b>					
400101	Property Taxes - Current	133,487	141,690	141,690	152,315
400103	Property Taxes - Back Tax	0	190	190	190
400104	Payment In Lieu Of Taxes	66	65	65	0
400106	Mobile Home Tax	88	80	80	0
<b>Property Taxes Total</b>		<b>133,641</b>	<b>142,025</b>	<b>142,025</b>	<b>152,505</b>
<b>Misc Revenue</b>					
400801	Investment Interest	21,506	15,000	25,000	15,000
<b>Misc Revenue Total</b>		<b>21,506</b>	<b>15,000</b>	<b>25,000</b>	<b>15,000</b>
<b>Revenues Total</b>		<b>155,147</b>	<b>157,025</b>	<b>167,025</b>	<b>167,505</b>

**Fund 2120**

**IDOT Rebuild**

**Grant**

## County Highway IDOT REBUILD Grant Special Revenue Fund (2120-060)

### BUDGET HIGHLIGHTS

Total bond series for Champaign County was \$5,774,698.56. All bond money was been expended by the end of 2023.

### Department Summary

		2023 Actual	2024 Original	2024 Projected	2025 Budget
<b>Expenditures</b>					
<b>Capital</b>					
800201	Infrastructure	2,496,063	0	0	0
<b>Capital Total</b>		<b>2,496,063</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditures Total</b>		<b>2,496,063</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Champaign County Highway Department  
Final Bridge Report 2023-2024**

**CH 6 #22-00121-00-BR**

Award Price: \$786,292.50  
 Contractor: White Construction  
 Completed Price: \$787,322.50

**Construction:**

County MFT \$787,322.50  


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 \$787,322.50

**Engineering (Design)**

County Bridge \$60,400.00  
 County MFT \$6,091.38  


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 \$66,491.38

**CH 9 #24-00146-00-BR**

Award Price: \$98,892.50  
 Contractor: Stark Excavating  
 Completed Price: \$114,991.75

**Construction:**

County Bridge \$114,991.75  


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 \$114,991.75

**CH 19 #19-00074-00-BR**

Award Price: \$415,950.00  
 Contractor: White Construction  
 Completed Price: \$397,344.00

**Construction:**

County Bridge \$397,344.00  


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 \$397,344.00

**Engineering (Design)**

County Bridge \$18,900.00

**CH 32 #20-00086-00-BR**

Award Price: \$1,898,842.40  
 Contractor: Stark Excavating, Inc.  
 Completed Price: \$1,917,568.63

**Construction:**

County MFT \$380,699.05  
 County REBUILD \$1,536,869.58  


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 \$1,917,568.63

**Engineering (Design)**

County MFT \$111,341.71

**Ayers Township #23-01131-00-BR**

Award Price: \$181,845.50  
Contractor: Stark Excavating, Inc.  
Completed Price: \$181,845.50

**Construction:**

County Bridge \$18,184.55  
Ayers Township \$18,184.55  
Township Bridge Fund \$145,476.40  
\$181,845.50

**Engineering (Design)**

County Bridge \$17,349.50  
Ayers Township \$17,349.49  
\$34,698.99

**Engineering (Construction)**

Ayers Township \$4,546.14  
(invoiced 02/25/25)

**St Joseph & Urbana Townships #23-27148-00-BR**

Award Price: \$121,979.00  
Contractor: Stark Excavating, Inc.  
Completed Price: \$93,196.21

**Construction:**

County Bridge \$46,598.11  
St Joseph Township 59% \$27,492.88  
Urbana Township 41% \$19,105.22  
\$93,196.21

**Additional work for Tile repair**

St Joseph Township \$5,521.95

**Engineering (Construction)**

St Joseph Township \$1,374.65  
Urbana Township \$955.26  
(invoiced 02/25/25) \$2,329.91

**Urbana Township #18-30057-00-BR**

Award Price: \$1,783,883.99  
Contractor: Stark Excavating, Inc.  
Completed Price: \$1,776,654.40

**Construction:**

County Bridge \$803,492.96  
Urbana Township \$177,665.44  
Township Bridge Fund \$795,496.00  
\$1,776,654.40

**Engineering (Design)**

County Bridge \$87,323.39  
Urbana Township \$87,323.33

**Temporary Easement & Permit**

County Bridge \$1,300.00  
Urbana Township \$1,300.00

**Engineering (Construction)**

Urbana Township \$22,000.00  
\$199,246.72

**Champaign County Highway Department**

**Final Report-Variou s Culvert Repairs/Replacements (Construction Only) FY 2023-2024**

**Crittenden Township #21-08119-00-BR**

County Bridge	\$20,094.00
Crittenden Township	\$20,094.00
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	\$40,188.00

**Crittenden Township #23-08137-00-BR**

County Bridge	\$13,880.00
Crittenden Township	\$13,880.00
	<hr/>
	\$27,760.00

**East Bend Township #22-10125-00-BR**

County Bridge	\$19,971.00
East Bend Township	\$19,971.00
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	\$39,942.00

**Newcomb Township #20-16098-00-BR**

County Bridge	\$6,709.42
Newcomb Township	\$6,709.42
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	\$13,418.84

**Pesotum Township #23-18138-00-BR**

County Bridge	\$14,496.00
Pesotum Township	\$14,496.00
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	\$28,992.00

**Somer-Urbana Township #23-30135-00-BR**

County Bridge	\$24,920.00
Somer & Urbana Township	\$24,920.00
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	\$49,840.00

**St Joseph Township #23-27136-00-BR**

County Bridge	\$23,112.75
St Joseph Township	\$23,112.75
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	\$46,225.50

**Tolono Township #23-29139-00-BR**

County Bridge	\$18,720.00
Tolono Township	\$18,720.00
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	\$37,440.00