



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

**MINUTES –APPROVED APRIL 11, 2025**

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**DATE:** Friday, March 7, 2025  
**TIME:** 9:00 AM  
**PLACE:** Lorraine Cowart Conference Room  
1605 East Main Street, Urbana, Illinois

**Committee Members**

**Present:** Samantha Carter, Lorraine Cowart, Jake Fava, Brett Peugh, Matt Sullard

**Absent:** Jon Cagle, Ed Sexton

**County Staff:** Jeff Blue (County Engineer), Jenni Marner (Assistant County Engineer), Ryan Mumm (Assistant County Engineer), Michelle Carter (Office Manager/Accountant), Steve Summers (County Executive), Rita Morocoima-Black, (CCRPC/CUUATS Planning and Community Development Director), Emma Woods (CCRPC/Program Compliance Oversight Monitor)

**Others Present:** Eli Mitzennacher (University of Illinois Student Journalist)

**Minutes**

**I. Call to Order and Roll Call**

Committee Chair Cowart called the meeting to order at 9:00 AM. A verbal roll call was taken, and a quorum was declared present.

**II. Approval of Agenda/Addendum**

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

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

**III. Approval of Minutes – February 7, 2025**

**MOTION** by Fava to approve the minutes of the February 7, 2025, meeting; seconded by Peugh.

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

**IV. Public Input**

None

Matt Sullard joined the meeting at 9:02 AM

**V. Presentations from Outside Entities**

None

**VI. Communications**

None

## **VII. New Business**

### **A. County & Township Motor Fuel Tax Claims February 2025**

**MOTION** by Carter to receive and place on file the County and Township Motor Fuel Tax Claims for February 2025; seconded by Sullard.

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

### **B. FY 2026 Section 5311 Rural Public Transportation and Downstate Operating Assistance Program (DOAP) Applications for Champaign County Area Rural Transit System (C-CARTS)**

Emma Woods, CCRPC/Program Compliance Oversight Monitor, presented information for the annual grant applications for C-CARTS. Woods discussed background information, current projects, vehicle inventory, and possible service opportunities. She stated to continue to receive rural public transportation funding, Champaign County is required annually to submit grant applications for FTA section 5311 (Rural Public Transportation) and IL Downstate Operating Assistance Program (DOAP). The grants are awarded based on the Illinois Department of Transportation's Fiscal Year (July 1, 2025-June30, 2026

1. Resolution Authorizing Execution and Amendment of Section 5311 Grant Agreement
2. Public Transportation Ordinance
3. Acceptance of Special Warranty
4. Resolution Authorizing Execution and Amendment of Downstate Operating Assistance Agreement

**OMNIBUS MOTION** by Sullard to approve (1) Resolution Authorizing Execution and Amendment of Section 5311 Grant Agreement, (2) Public Transportation Ordinance, (3) Acceptance of Special Warranty, (4) Resolution Authorizing Execution and Amendment of Downstate Operating Assistance Agreement; seconded by Carter.

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

### **C. Resolution Authorizing an Intergovernmental Agreement for Participation in the Illinois Public Works Mutual Aid Network (IPWMAN)**

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

Blue discussed Champaign County's participation in the Illinois Public Works Mutual Aid Network. He said the State's Attorney's office has reviewed and approved the Intergovernmental Agreement and the Resolution.

**MOTION** by Peugh to approve the Resolution Authorizing an Intergovernmental Agreement for Participation in the Illinois Public Works Mutual Aid Network (IPWMAN); seconded by Carter.

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

### **E. Highway Department Budget Review FY 2025**

Blue provided an overview of each of the Highway Department Funds explaining the major expense categories. The County Highway Fund 2083 is primarily used as the operations fund. This includes personnel, commodities, utilities, and equipment. He explained that each year funds are transferred to the Highway Building Capital Fund 062. The funds accumulate until large building

repairs are necessary. The County Bridge Fund 2084 is used to build bridges. The fund was set up in statute for counties to use the Bridge Funds to help townships build their bridges. If township needs are met, then available funds are used on county bridges. The Motor Fuel Tax Fund is from the State of Illinois gas tax. The funds are used for the County Engineer's salary and for road and bridge maintenance and improvements. The townships receive separate Motor Fuel Tax Funds. The Highway Federal Aid Matching Fund is used to match federal projects that require local matching funds. The IDOT Rebuild Grant Funds have all been expended.

#### **F. Bridge Report FY 2023-2024**

Blue discussed the bridge projects that were closed out in fiscal years 2023 and 2024. Champaign County Highway Resolutions state that the Highway Department will report back to the County Board and Townships the total funds spent on each bridge project.

**MOTION** by Sullard to receive and place on file the Bridge Report for fiscal year 2023-2024; seconded by Peugh.

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

#### **VIII. Other Business**

None

#### **IX. Presiding Officer's Report**

None

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

Cowart stated that items VII-B (1-4) and VII-C be placed on the consent agenda.

#### **XI. Adjournment**

There being no further business, Chair Cowart adjourned the meeting at 9:54 AM.

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