



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

MINUTES – APPROVED AUGUST 7, 2020

DATE: Friday, June 5, 2020
TIME: 9:00 a.m.
PLACE: Lyle Shields Meeting Room, Brookens Administrative Center,
1776 East Washington Street, Urbana, Illinois

Committee Members

Present: Lorraine Cowart (Chair), Brad Clemmons (via Zoom), Jim McGuire (via Zoom),
Diane Michaels, Chris Stohr (via Zoom)

Absent: Cynthia Fears, Giraldo Rosales

County Staff: Jeff Blue (County Engineer), Michelle Carter (Recording Secretary)

MINUTES

I. Call to Order

Committee Chair Cowart called the meeting to order at 9:03 a.m.

II. Roll Call

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

III. Approval of Agenda/Addendum

MOTION by Mrs. Michaels to approve the agenda; seconded by Mr. Stohr.
Upon vote, the **MOTION CARRIED unanimously.**

IV. Approval of Minutes – May 8, 2020

MOTION by Mr. Clemmons to approve the minutes of the May 8, 2020 meeting; seconded by Mr. McGuire.
Upon vote, the **MOTION CARRIED unanimously.**

V. Public Participation

None

VI. Communications

None

VII. County & Township Motor Fuel Tax Claims-May 2020

MOTION by Mr. Stohr to receive and place on file the County and Township Motor Fuel Tax Claims for May 2020; seconded by Mrs. Michaels.
Upon vote, the **MOTION CARRIED unanimously.**

VIII. Petition Requesting and Resolution Approving Appropriation of Funds from the County Bridge Fund, Somer Township, Section #20-25096-00-BR

Mr. Blue discussed the need to replace a culvert in Somer Township located southeast of Thomasboro. The cost to replace the culvert is estimated to be \$26,520.00.

MOTION by Mrs. Michaels to approve the resolution; seconded by Mr. McGuire.

Upon vote, the **MOTION CARRIED unanimously**

IX. Petition Requesting and Resolution Approving Appropriation of Funds from the County Bridge Fund, East Bend Township, Section #20-10097-00-BR

Mr. Blue informed the committee that a culvert in East Bend Township needs replaced. The cost to replace the culvert is estimated to be \$25,200.00. Mr. Blue explained that a hydraulic analysis is performed to determine the square foot opening required when replacing a culvert.

MOTION by Mr. Clemmons to approve the resolution; seconded by Mrs. Michaels.

Upon vote, the **MOTION CARRIED unanimously**

X. Petition Requesting and Resolution Approving Appropriation of Funds from the County Bridge Fund, Newcomb Township, Section #20-16098-00-BR

Mr. Blue discussed a culvert located in Section 25 of Newcomb Township that needs replaced. The cost to replace the culvert is estimated to be \$12,600.00.

MOTION by Mr. Clemmons to approve the resolution; seconded by Mrs. Michaels.

Upon vote, the **MOTION CARRIED unanimously**

XI. Petition Requesting and Resolution Approving Appropriation of Funds from the County Bridge Fund, Ogden Township, Section #20-17099-00-BR

Mr. Blue informed the committee there is a culvert that needs replaced northeast of Royal in Ogden Township. The cost to replace the culvert is estimated to be \$18,100.00.

MOTION by Mrs. Michaels to approve the resolution; seconded by Mr. Clemmons.

Upon vote, the **MOTION CARRIED unanimously**

XII. Resolution Appropriating County Motor Fuel Tax Funds for Champaign County's Share of the Champaign-Urbana Urbanized Area Transportation Study Section #18-00000-00-ES

Mr. Blue stated a resolution needs approved for the fiscal year 2018 CUUATS expense. He said the funds have already been spent but a resolution was never approved appropriating the funds. Mrs. Michaels asked if the resolution affects the budget. Mr. Blue said the CUUATS expense was in the 2018 budget; passing the resolution does not affect the current or past budgets.

MOTION by Mr. Stohr to approve the resolution; seconded by Mr. Clemmons.

Upon vote, the **MOTION CARRIED unanimously**

XIII. Resolution Appropriating County Motor Fuel Tax Funds for County Road Maintenance Section #19-00000-00-GM

Mr. Blue informed the committee that an additional \$13,029.31 needs to be appropriated for the Fiscal Year 2019 County MFT General Maintenance. The committee questioned why it took six months to determine the shortfall. Mr. Blue said our Motor Fuel Tax Accountant recently resigned and the department is working to bring the files up to date. Mr. Blue said the maintenance estimate is done in October of the previous year. Overspending or underspending is a typical issue with general maintenance.

MOTION by Mr. McGuire to approve the resolution: seconded by Mrs. Michaels.

Upon vote, the **MOTION CARRIED unanimously**

XIV. Other Business

MOTION by Mr. McGuire to cancel the July Highway Committee Meeting: seconded by Mr. Clemmons.

Upon vote, the **MOTION CARRIED unanimously**

XV. Chair's Report

None

XVI. Designation of Items to be Placed on Consent Agenda

Ms. Cowart stated that items VIII thru XIII be placed on the consent agenda.

XVII. Adjournment

There being no further business, Ms. Cowart adjourned the meeting at 9:30 am.

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