



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

MINUTES – Approved February 9, 2024

DATE: Friday, November 3, 2023
TIME: 9:07 a.m.
PLACE: Lorraine Cowart Conference Room
1605 East Main Street, Urbana, Illinois

Committee Members

Present: Samantha Carter, Diane Michaels, Brett Peugh, Tom “Ed” Sexton, Jennifer Straub,
Leah Taylor

Absent: Lorraine Cowart

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

Others Present:

MINUTES

I. Call to Order

Committee Vice-Chair Michaels called the meeting to order at 9:05 a.m.

II. Roll Call

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

III. Approval of Agenda/Addendum

MOTION by Taylor to approve the agenda; seconded by Sexton.
Upon vote, the **MOTION CARRIED unanimously.**

IV. Approval of Minutes – September 8, 2023

MOTION by Sexton to approve the minutes of the September 8, 2023 meeting; seconded by
Peugh.
Upon vote, the **MOTION CARRIED unanimously**

V. Public Participation

None

VI. Communications

None

VII. County & Township Motor Fuel Tax Claims September & October 2023

MOTION by Straub to receive and place on file the County and Township Motor Fuel Tax Claims for September and October 2023; seconded by Taylor.
Upon vote, the **MOTION CARRIED unanimously**.

VIII. Annual Rural Transit Service Report for Fiscal Year 2023

Emma Woods, Human Service Transportation Coordinator and Rita Morocoima-Black, CCRPC/CUUATS Planning and Community Development Director, gave a presentation outlining the background of C-CARTS, current C-CARTS projects, and the focus for fiscal year 2024. Ms. Woods discussed the C-CARTS fiscal year 2023 notable events and funding sources. The Annual Rural Transit Report details the rural transportation services operated by Champaign-Urbana MTD from July 1, 2022 through June 30, 2023. Ms. Woods and Ms. Morocoima-Black answered questions from committee members.

Michaels requested a hand vote to place the Annual Rural Transit Service Report for Fiscal Year 2023 on file. All present committee members raised their hand.

IX. Village of Fisher Resolution-Petitioning the Champaign County Board for Participation in Replacement of a Bridge on West Sangamon, Fisher, IL

Mr. Blue stated that County Bridge funds are available each year for county bridges, township bridges, and municipality bridges in Champaign County on a first come first serve basis. The Highway Department performs bridge inspections for the Village of Fisher each year. The Village of Fisher has a bridge located on Sangamon St that needs replaced. The cost of replacement is estimated at \$500,000.00.

X. Resolution Approving the Appropriation of Funds from the County Bridge Fund, Village of Fisher

Mr. Blue asked for approval of the resolution appropriating funds for the replacement of the bridge. The Village of Fisher is prepared to pay 50% of the cost of construction to replace the bridge.

MOTION by Sexton to approve the resolution; seconded by Carter.
Upon vote, the **MOTION CARRIED unanimously**.

XI. Estimate of Maintenance Cost for Fiscal Year 2024

Mr. Blue discussed the County's estimated Motor Fuel Tax maintenance costs for fiscal year 2024. Most of the estimated maintenance cost is for materials to maintain the roads. The estimated maintenance cost for fiscal year 2024 is \$1,135,500.00. This includes materials, equipment rental, and pavement striping.

XII. Resolution for Maintenance Under the Illinois Highway Code, Section #24-00000-00-GM

Mr. Blue asked for approval of the IDOT standard resolution allocating the funds for the fiscal year 2024 maintenance.

MOTION by Straub to approve the resolution; seconded by Peugh.
Upon vote, the **MOTION CARRIED unanimously**.

XIII. Resolution Appropriating Funds for the Payment of the County Engineer's Salary, Section #24-00000-00-CS

Mr. Blue stated this resolution is for payment of the County Engineer's salary. The resolution must be approved every year appropriating Motor Fuel Tax funds for payment of the salary. Since the IDOT resolution does not have a place for the signature of the County Executive or the County Chair, a county resolution is attached stating the County Clerk has the authority to sign

and submit a resolution appropriating funds for the payment of the County Engineer's salary on behalf of Champaign County.

Michaels asked if the resolutions should be combined in one motion to appropriate funds for the payment of the County Engineer's salary, section #24-00000-00-CS and give the County Clerk the authority to sign on behalf of Champaign County. The committee agreed the resolutions will be combined in one motion.

XIV. Resolution Granting Authority for the County Clerk to Certify and Submit a Resolution Appropriating Funds for the Payment of the County Engineer's Salary on Behalf of Champaign County.

MOTION by Carter to approve both resolutions; seconded by Sexton.

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

XV. Other Business

Discussed the December 8, 2023 meeting.

XVI. Chair's Report

None

XVII. Designation of Items to be Placed on the Consent Agenda

Michaels stated that items X, XII, and XIV be placed on the consent agenda.

XVIII. Adjournment

There being no further business, Vice-Chair Michaels adjourned the meeting at 9:44 AM.

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