

## CHAMPAIGN COUNTY BOARD HIGHWAY COMMITTEE AGENDA

County of Champaign, Urbana, Illinois

Friday, May 6, 2022 9:00 a.m.

Highway Building Conference Room  
1605 E Main Street, Urbana, Illinois

### Committee Members:

Lorraine Cowart – Chair

Diane Michaels – Vice-Chair

Samantha Carter

Jim McGuire

Brad Passalacqua

Jennifer Straub

Wayne Williams

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda/Addenda
- IV. Approval of Minutes – April 8, 2022 1-2
- V. Public Participation
- VI. Communications
- VII. County & Township Motor Fuel Tax Claims – April 2022 3
- VIII. C-CARTS Updated CARES Application and Updated Intergovernmental Agreement 4-21
- IX. Purchasing Policy specific to Federal Transit Administration (FTA)-funded grants (e.g. C-CARTS) (documents provided at the meeting)
- X. Resolution Awarding of Contract for the Repair of Structure 010-3004 Located on County Road 19 and Appropriating Funds from the County Bridge Fund Section #19-00074-00-BR (updated prior to the meeting) 22-23
- XI. Resolution Awarding of Contract for a Railroad Crossing Upgrade on County Road 2300N and Appropriating Funds from County Highway Funds, Somer Township Section #19-25452-00-SP (updated prior to the meeting) 24-26
- XII. Petition Requesting and Resolution Approving Appropriation of Funds from the County Bridge Fund, Champaign Township Section #22-03122-00-BR 27-29
- XIII. Petition Requesting and Resolution Approving Appropriation of Funds from the County Bridge Fund, Champaign Township Section #22-03123-00-BR 30-32
- XIV. Petition Requesting and Resolution Approving Appropriation of Funds from the County Bridge Fund, South Homer Township Section #22-26124-00-BR 33-35
- XV. Agreement for Employment of the Champaign County Engineer 36-38
- XVI. Resolution Granting Authority for the County Clerk to Certify and Submit a Resolution Reappointing the County Engineer on Behalf of Champaign County 39-41
- XVII. Other Business
- XVIII. Chair's Report
- XIX. Designation of Items to be Placed on the Consent Agenda
- XX. Adjournment

Champaign County strives to provide an environment welcoming to all persons regardless of disabilities, race, gender, or religion. Please call 217-384-3776 to request special accommodations at least two business days in advance.



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

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

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8 DATE: Friday, April 8, 2022  
9 TIME: 9:00 a.m.  
10 PLACE: Highway Building Conference Room  
11 1605 East Main Street, Urbana, Illinois  
12

13 **Committee Members**

14 **Present:** Lorraine Cowart (Chair), Samantha Carter, Jim McGuire, Diane Michaels, Brad  
15 Passalacqua, Jennifer Straub, Wayne Williams

16 **Absent:**

17  
18 **County Staff:** Jeff Blue (County Engineer), Michelle Carter (Accountant/Office Manager)  
19

20 **Others Present:**

21  
22 **MINUTES**

23 **I. Call to Order**

24 Committee Chair Cowart called the meeting to order at 9:02 a.m.  
25

26 **II. Roll Call**

27 A verbal roll call was taken, and a quorum was declared present.  
28

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

30 **MOTION** by Ms. Michaels to approve the agenda; seconded by Ms. Straub.  
31 Upon vote, the **MOTION CARRIED unanimously.**  
32

33 **IV. Approval of Minutes – March 11, 2022**

34 **MOTION** by Ms. Straub to approve the minutes of the March 11, 2022 meeting; seconded by Mr.  
35 McGuire.  
36 Upon vote, the **MOTION CARRIED unanimously.**  
37

38 **V. Public Participation**

39 None  
40

41 Ms. Carter joined the meeting at 9:04 AM  
42

43 **VI. Communications**

44 None  
45

46 **VII. County & Township Motor Fuel Tax Claims-March 2022**

47 **MOTION** by Ms. Straub to receive and place on file the County and Township Motor Fuel Tax  
48 Claims for March 2022; seconded by Ms. Carter.  
49 Upon vote, the **MOTION CARRIED unanimously.**

50 **VIII. Resolution Awarding of Contract for the Furnish of Bituminous Material from the Plant for 2022**  
51 **Maintenance of Various Road Districts in Champaign County**

52  
53 **IX. Resolution Awarding of Contract for the Furnish and Spread on the Road of Bituminous Material**  
54 **for 2022 Maintenance of Various Road Districts in Champaign County**

55  
56 Mr. Blue discussed the bid tabs from the recent oil letting held on April 5, 2022. Emulsicoat  
57 submitted a bid for purchasing oil from the plant. The oil is used by the townships for patching  
58 roads. The bid submitted by Emulsicoat totaled \$75,350.00. The other bid received from Illiana  
59 Construction was for the furnish and spread of oil on the roads. The total bid from Illiana  
60 Construction was \$3,200,299.93. Mr. Blue provided a comparison of the Bituminous Letting  
61 results from the last several years.

62  
63 **MOTION** by Mr. Passalacqua to approve both resolutions for the Bituminous Materials for the  
64 2022 Maintenance of Various Road Districts in Champaign County; seconded by Ms. Carter.  
65 Upon vote, the **MOTION CARRIED unanimously.**

66  
67 **X. Urbana Township Section #18-30057-00-BR Bid Tab**

68 Mr. Blue discussed the bid tab from the letting held on April 6, 2022 for the bridge replacement  
69 on High Cross Road in Urbana. The County received 2 bids for the project. The project was  
70 awarded by County Engineer, Jeff Blue to Stark Excavating with the lowest bid of \$1,783,883.99  
71 on April 6, 2022.

72  
73 **XI. Petition Requesting and Resolution Approving Appropriation of Funds from County Bridge**  
74 **Funds, Ludlow Township, Section #22-14120-00-BR**

75 Mr. Blue informed the committee there is a bridge on County Road 3200N between sections 24  
76 and 25 in Ludlow Township that needs replaced. The cost of the project is estimated to be  
77 \$250,000.00. Ludlow Township is prepared to pay 50% of the local cost for construction and  
78 50% of the engineering costs.

79 **MOTION** by Ms. Michaels to approve the resolution; seconded by Ms. Carter.  
80 Upon vote, the **MOTION CARRIED unanimously.**

81  
82 **XII. Other Business**

83 A. Semi Annual Review of Closed Session Minutes

84  
85 **MOTION** by Ms. Michaels that the closed meeting minutes of the Highway Committee be  
86 maintained as closed to protect the public interest or the privacy of individuals; seconded by  
87 Mr. McGuire.

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

89  
90 **XIII. Chair's Report**

91 None

92  
93 **XIV. Designation of Items to be Placed on the Consent Agenda**

94 Ms. Cowart stated that items VIII, IX, and XI be placed on the consent agenda.

95 **XV. Adjournment**

96 There being no further business, Ms. Cowart adjourned the meeting at 9:26 AM.

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

## County Motor Fuel Tax Claims for April

Check No.	Payee	Description	Amount
2830	Cargill	619.92 Tons Salt	\$ 55,767.99
2874	Dunn Company	2.45 Tons Patch	\$ 318.50
2922	Lehigh Hanson	21.85 Tons CA06	\$ 252.37
3023	Jeff Blue	Travel Reimbursement	\$ 620.89
3092	Cargill	463.25 Tons Salt	\$ 41,673.96
3137	Emulsicoat, Inc	240.98 Gal. HFE-90	\$ 554.25
3199	Nat. Cmte of Uniform Traffic Ctrl Devices	6/2022 Annual Meeting Registration	\$ 155.00
3389	Astro Optics, LLC	Rumble Strips	\$ 343.23
3410	Cargill	823.83 Tons Salt	\$ 74,111.77
3601	Tuscola Stone	413.75 Tons Surface Course	\$ 4,654.68
3849	Traffic Logix Corp.	Electric Speed Sign w/ Radar	\$ 2,839.00

## Township Motor Fuel Tax Claims for April

Check No.	Payee	Description	Amount
<b>REBUILD</b>			
3183	Lehigh Hanson	Harwood Twp: 476.51 Tons CA15	\$ 9,053.69
3601	Tuscola Stone	Brown Twp: 1790.61 Tons CA15	\$ 41,184.03
3601	Tuscola Stone	Condit Twp: 114.91 Tons CA15	\$ 2,573.98
3601	Tuscola Stone	Sadorus Twp: 44.95 Tons CA16; 792.3 Tons CA06/10; 38.24 Tons CM06	\$ 10,225.64
3851	Tuscola Stone	St. Joe Twp: 63.91 Tons CA15	\$ 1,390.04
3851	Tuscola Stone	Scott Twp: 1938.54 Tons CA15	\$ 39,740.27
3851	Tuscola Stone	Scott Twp: 48.5 Tons CA15	\$ 994.26



CHAMPAIGN COUNTY  
REGIONAL PLANNING  
COMMISSION

## Memorandum

**To:** Members of the Champaign County Board  
**From:** Rita Morocoima-Black, CCRPC/CUUATS Planning and Community Development Director and Mimi Hutchinson, CCRPC/Program Compliance Oversight Monitor for Champaign County Rural Public Transportation  
**Date:** April 25<sup>th</sup>, 2022  
**Re:** FY2022 Section 5311 Updated CARES Act Grant Application for Champaign County Area Rural Transit System (C-CARTS)

**Requested Action:** Approve updated application for Section 5311 CARES Act Grant for Fiscal Year 2023 for Champaign County Area Rural Transit System (C-CARTS).

**Background:** In March of 2022, the Champaign County Board authorized an application for \$179,500 in Section 5311 CARES Act (emergency rural public transportation funding) through FY24. Shortly after that application was submitted, IDOT staff requested that grantees assemble an updated CARES application with a 10% increase in materials and supplies costs due to projected inflation through FY24. In addition, RPC staff continued to gather more granular information about costs related to the project, which further inflated the total requested amount. The application now lists a requested amount of \$215,300 in CARES funding. This amount is part of Champaign County's total eligible allocation of \$466,867 of Section 5311 American Rescue Plan Act (CRSSA/ARP) emergency rural public transportation funds.

C-CARTS administration intend to use CRSSA/ARP funding to install 10 bus shelters at the most-used C-CARTS's deviated fixed-route stops in Rantoul, Illinois, as well as wireless capabilities for existing on-board camera systems and maintenance to the wheelchair lift capabilities of one vehicle. No local match is required for CRSSA/ARP funds. Champaign County is now requesting \$215,300 of the total \$466,867. The attached application was prepared by RPC staff with input from Champaign-Urbana Mass Transit District and Village of Rantoul staff and will be submitted to IDOT managers via email.



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

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**Illinois Department of Transportation  
Bureau of Transit Operations**

**Application for Emergency Relief Funds**

<b>Legal Name of Applicant</b> Champaign County		<b>Date</b> 04-28-2022
<b>Street Address, City, and Zip Code</b> 1776 E Washington St Urbana, IL 61802		
<b>Contact Person</b> Mimi Hutchinson	<b>Title</b> PCOM/HSTP Coordinator	<b>Telephone Number</b> (217) 531-8285

<b>Project Title</b> FY23 CARES Application: C-CARTS Fixed-Route Bus Shelters and Vehicle Technology Upgrades
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<p><b>Project Description</b></p> <p>The Champaign County Area Rural Transportation Service (C-CARTS) operates a deviated fixed-route service in Rantoul, Illinois. The service includes more than 30 stops and operates on weekdays from 5 am to 6 pm. Currently, no C-CARTS stops offer shelter for riders. However, feedback from recent outreach efforts strongly indicates that the addition of bus shelters would increase riders' comfort, safety, and overall satisfaction with the C-CARTS deviated fixed-route system.</p> <p>Using ridership and stop traffic data collected by operators and on-board software, C-CARTS staff determined the top thirteen most-used stops along the C-CARTS deviated fixed-route system. C-CARTS staff seek to use remaining CARES funds to install bus shelters at ten of the top thirteen most-used stops. In addition, C-CARTS staff propose using CARES funds to expand the wireless capabilities of newly-installed on-board camera units and repair vehicle lift systems with panel replacements.</p> <p>C-CARTS staff will coordinate and oversee construction of concrete pads and, where necessary, sidewalk extensions at shelter locations. Staff will also determine, with the help of IDOT, whether engineering and/or NEPA studies are required prior to shelter installation. Staff will oversee the installation of the shelters by the selected contractor, Tolar Manufacturing, using a detailed quote and lead time information provided by the contractor. Staff will also closely monitor the shipping and installation of the wireless add-ons for on-board bus camera units, provided by Gatekeeper Systems, Inc. C-CARTS staff will establish a contract with the Village of Rantoul, similar to the contract C-CARTS has with the Champaign-Urbana Mass Transit District regarding C-CARTS's vehicles, to ensure continued maintenance of the shelters beyond the grant expiration date. The Champaign-Urbana Mass Transit District (MTD) maintenance department will repair the lifts and panels on damaged vehicles, and this portion of the project will also be coordinated and overseen by C-CARTS staff at the MTD maintenance facility.</p> <p>All proposed shelter locations are at current C-CARTS deviated fixed-route stops, which have existed for over five years. Three of the proposed locations are currently on private property and, depending on the determination of IDOT and FTA, may need to be moved to public property or made public using an easement prior to shelter construction. If easements or environmental studies are required, C-CARTS staff understand this could significantly increase the total time spent on each shelter installation. In those cases, C-CARTS staff will oversee whichever method is necessary in order to install as many of the ten proposed shelters as possible before the grant expiration. There are no known risks of the wireless camera or lift maintenance components of the proposal being significantly delayed.</p> <p>Once installation of the shelters and wireless units is complete, C-CARTS expect positive benefits for riders, operators, dispatchers, and even potential riders. Bus shelters will increase riders' comfort, safety, and ability to receive pertinent messaging from the operator. Shelters also have the potential to increase C-CARTS's visibility in the community when they are seen by passing drivers, pedestrians and cyclists who may be potential riders. Wireless capability for on-board camera units will enhance safety of all stakeholders and make security review processes faster and easier. Vehicle lift and panel maintenance will ensure continued accessibility and safety for riders in wheelchairs and with other disabilities.</p>
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### Project Justification

C-CARTS serves hundreds of riders and provides close to 35,000 trips each year in rural Champaign County. At present, none of C-CARTS's deviated fixed-route stops are sheltered. Bus shelters provide riders with a place to sit, protection from weather, lighting during evening and night hours, and a feeling of safety and security while waiting for their ride. Shelters can also house important information from agencies regarding route maps, detours, holiday service schedules, and other announcements. In addition to shelters being necessary components of a safe, robust, and rider-focused transit network, current and potential C-CARTS riders who have participated in recent community engagement efforts have expressed a strong desire for the introduction of bus shelters at C-CARTS stops.

Adding wireless capability to existing on-board camera systems will enhance security for riders, operators, and those on sidewalks or roadways that come into contact with C-CARTS vehicles. Wireless units will enable C-CARTS staff to review footage and make determinations regarding safety issues more expeditiously than without wireless capability. Repairing lifts and panels on buses will ensure continued safety and accessibility for riders who use wheelchairs or have other disabilities.

All quotes obtained by C-CARTS staff are recent. Quotes pertaining to shelters were obtained in February of 2022. Cost estimates pertaining to sidewalk extensions and concrete pads are based on costs from a 2021 sidewalk paving project. Quotes for camera wireless units were obtained in December of 2021. C-CARTS staff are in the process of obtaining an official quote from MTD maintenance for the lift and panel repairs, but have established an upper cost limit. Because the project motive is well-researched and backed by up-to-date cost estimates, C-CARTS staff believe this project will not only enhance the safety and efficacy of service, but will also be a responsible use of IDOT and Illinois taxpayer funds.

### Timeline to Completion *(All projects must have a planned completion date of 5/1/2024).*

C-CARTS staff have already obtained up-to-date and accurate cost estimates from relevant vendors and contractors for all components of the project. If engineering or NEPA studies are required prior to shelter installation, this will be the first step C-CARTS staff coordinate. Staff will manage studies for as many shelters as can reasonably be completed before the 05-01-24 grant expiration date. Staff will then oversee the paving of the concrete pads and, where necessary, sidewalk extensions. Meanwhile, C-CARTS staff will coordinate with Tolar Manufacturing to schedule the installation of all 10 shelters (or fewer if engineering and/or NEPA studies delayed the process). C-CARTS staff will then oversee the installation of the shelters by Tolar Manufacturing. Lead time for shelter installation, according to Tolar Manufacturing, is 16 weeks. Wireless capability for on-board camera units will be installed expeditiously given the availability of Gatekeeper Systems, Inc. delivery staff and C-CARTS maintenance staff. Lift and panel replacement will be coordinated by C-CARTS staff at the MTD maintenance facility and can be completed at any time during the grant period.

### Proposed Project Budget

Scope/Activity	Budget
10 Tolar Model 34570-XX (MODIFIED) - 10' Signature Sunset Advertising Transit Shelters featuring: radius roof design with 10' by 6' nominal roof dripline; all aluminum construction; fully welded Sunset radius roof structure; 1/8"	120000
10 Tolar Model No. 3390010 - RMS80F Solar Lighting System featuring: security lighting under shelter roof with 5 day minimum autonomous operation; 8 Watt LED light fixture; 80W roof mounted solar panels; custom under roof	19000
10 Tolar Model 27001-121 - 5' Mesa Bench featuring: all aluminum frame; comingled recycled HDPE black plastic slat seating surface; two (2) seat delineator bars creating three seating areas; all metal components finished in st	8000
10 PORTLAND CEMENT CONCRETE SIDEWALK, 4"	8500
10 DETECTABLE WARNINGS	8000
10 COMBINATION CURB AND GUTTER REMOVAL	3000
10 COMBINATION CONCRETE CURB AND GUTTER, TYPE B-6.12	7000
10 PORTLAND CEMENT CONCRETE SIDEWALK, 6" (BUS PAD)	12000
Shelter installation freight	6800
14 wireless camera units, plus lift and panel repair	23000
<b>Total</b>	<b>\$ 215,300.00</b>

### Other Funding Associated with the Project. Include the amount and source, if any.

Architectural and engineering studies, source TBD, \$50,000-70,000 | Legal fees, source TBD, \$10,000-20,000

In support of this application, I offer the above data and attached supporting documents as required. I certify that the statements herein and in the supporting documents are correct and complete.

**Darlene A. Kloeppel**

**County Executive**

Name of Authorized Official

Title

4/22/22

Signature

Date





CHAMPAIGN COUNTY  
REGIONAL PLANNING  
COMMISSION

### Memorandum

**To:** Members of the Champaign County Board  
**From:** Rita Morocoima-Black, CCRPC/CUUATS Planning and Community Development Director and Mimi Hutchinson, CCRPC/Program Compliance Oversight Monitor for Champaign County Rural Public Transportation  
**Date:** April 25<sup>th</sup>, 2022  
**Re:** Updated Intergovernmental Agreement between Champaign County and the Champaign-Urbana Mass Transit District

**Requested Action:** Approve updated Intergovernmental Agreement between Champaign County and the Champaign-Urbana Mass Transit District

**Background:** The Intergovernmental Agreement (IGA) between Champaign County and the Champaign-Urbana Mass Transit District outlines mutual agreements between the two entities in relation to the operation of the Champaign County Area Rural Transit System (C-CARTS). The IGA is to be updated every two years. The most recent IGA applied to years 2020-2022. The updated IGA is nearly identical except for changes to reflect the new IGA period (2022-2024) and a standard increase in the C-CARTS hourly rate from \$44.12 per hour in 2020 and 2021 to \$44.98 in 2022.



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**INTERGOVERNMENTAL AGREEMENT**  
**BETWEEN**  
**THE COUNTY OF CHAMPAIGN**  
**AND**  
**CHAMPAIGN URBANA MASS TRANSIT DISTRICT**

**PREAMBLE**

**WHEREAS**, the County of Champaign ("County") and the Champaign-Urbana Mass Transit District ("MTD") support the access to, and availability of, public transportation in rural Champaign County through grant funding allocated by the Illinois Department of Transportation – Office of Intermodal Project Implementation ("IDOT-OIPI") Non-Metro Area Transportation Operating, Operating Capital and Administrative Assistance ("Section 5311") (49 USC § 5311), and Downstate Public Transportation Operating Assistance ("Downstate") Grant Agreement;

**WHEREAS**, the County and MTD understand the advantages of governmental cooperation to promote improved access to and availability of public transportation;

**WHEREAS**, the County has certain assets which may be used by MTD in its provision of public transportation in the County of Champaign;

**WHEREAS**, the County as legal recipient for Section 5311 and Downstate Operating Assistance funds, designates oversight responsibilities of rural public transportation funding within Champaign County to its Regional Planning Commission ("RPC"), specifically the Program Compliance and Oversight Monitor (PCOM);

**WHEREAS**, Champaign County Area Rural Transit System (C-CARTS) is the program name under which rural public transportation is provided within Champaign County; and

**WHEREAS**, MTD and the County are empowered to enter into intergovernmental agreements pursuant to the provisions of Article VII, Section 10 of the 1970 Illinois Constitution and the Intergovernmental Cooperation Act, 5 ILCS 220/1, et. seq.

**NOW, THEREFORE**, in consideration of the mutual agreements contained herein, it is agreed between the County and MTD as follows:

- I. **Incorporation of Recitals.** The Preamble Recitals of this Intergovernmental Agreement ("Agreement") are hereby adopted and incorporated as if fully set forth herein.
- II. **Limitations.** This Agreement shall not limit or supersede any specified Grant Agreement funding requirements executed between the County and IDOT-OIPI.
- III. **Representations and Compliance with the Intergovernmental Cooperation Act.**  
The County and MTD hereby represent on their behalf as follows:
  - A. Each is a public agency as defined in 5 ILCS 220/2 (Intergovernmental Cooperation Act).

- B. The scope of this Agreement relates to the performance of governmental services, activities or undertakings, which the agencies entering into this Agreement are authorized by law to perform.
- C. The respective governing bodies of each party named here have approved and authorized this Agreement as well as performance activities set forth herein. Each party acknowledges and represents that it has the legal power, right, and authority to enter into this Agreement and to perform the duties and obligations contemplated hereby.
- D. This Agreement fully sets forth the purposes, powers, rights, objectives, and responsibilities of the contracting parties with respect to the subject matter hereof.

**IV. Powers, Rights, and Responsibilities of the County.**

- A. The County shall lease to MTD vehicles awarded to Champaign County for rural public transportation purposes, which are specified within the IDOT-OIPI Grant Agreement, pursuant to Applications made by the County under Section(s) 5310 and 5311 of the Urban Mass Transportation Act of 1964, as amended.
- B. After other transportation related assets are procured through IDOT-OIPI or other agencies for Champaign County rural public transportation services, the County shall have the option to lease those items to MTD through a leasing agreement.

**V. Powers, Rights, and Responsibilities of RPC.** The RPC shall provide transportation services oversight on behalf of the County by:

- A. Facilitating the Champaign County Rural Transit Advisory Group ("RTAG"), a subcommittee of the County's Board as described in the adopted bylaws. In doing so, will ensure that the subcommittee is in compliance with the Illinois Open Meetings Act (5 ILCS 1201 et seq.);
- B. Maintaining Champaign County copies of current MTD service operation and vehicle maintenance policies;
- C. Collecting MTD transportation service reports that include all data such as trip denials, public complaints, and fiscal information and periodically verifying accuracy of reports along with associated service policies and practices; and
- D. Preparing quarterly and annually transportation service reports to be presented to the RTAG and the Champaign County Board.
- E. Developing and updating a Public Transportation Service Plan.
- F. Attending local coordination meetings and statewide training sessions.
- G. Providing fiscal administration oversight on behalf of the County by:
  - i. Quarterly reviewing and approving state and federal requests for payment (from here forth referred to as "requisitions") to IDOT-OIPI;

- ii. Reviewing and keeping files on any grant related fiscal reports and records; and
  - iii. Reviewing and approving any grant application materials prepared on behalf of Champaign County.
- H. Preparing the following sections of the Section 5311 grant application for each fiscal year:
  - i. Section I: Introduction
  - ii. Section II: Section 5311 Grant Application Checklist
  - iii. Section III: Uniform Application for State Assistance
  - iv. Section IV: Description of the Project
  - v. Section V: Grantee Information and Service Operators
  - vi. Section VI: Other Transportation Services
  - vii. Section VII: Public Transit Employee Protections
  - viii. Section VIII: Local Planning Efforts
  - ix. Section XI: Forms, Certifications and Assurances
  - x. Exhibit A: Title VI Questionnaire
  - xi. Exhibit C: Standard Certifications and Assurances
  - xii. Exhibit D: Board Resolution
  - xiii. Exhibit E: Special Section 5333(B) Warranty for Application to the Small Urban and Rural Program
  - xiv. Exhibit G: Applicant's Certification of Intent
  - xv. Exhibit H: Ordinance
  - xvi. Table 1: 5311 Proposed System Service Level
  - xvii. Attachment I: Map of Service Area
  - xviii. Attachment II: Documentation of Applicant's Effort to Involve the Private Sector
  - xix. Attachment VI: Certified Copy of Public Notice for Public Hearing
  - xx. Attachment VII: Copy of Minutes of Public Hearing in Support of the Application
- I. Preparing the following sections of the Downstate Operating Assistance Program (DOAP) grant application for each fiscal year:
  - i. Uniform Application for State Assistance
  - ii. Form OP-1: Cover Letter
  - iii. Form OP-2: Description of Applicant's Organization
  - iv. Form OP-3: Summary of Totals for Revenues and Expenses

- v. Form OP-6A Route Information
  - vi. Form OP-6b & OP-6c: Vehicle Use & Passengers
  - vii. Form OP-7: Purchase of Service and Subaward Contracts
- J. Preparing the following reports and documents for each fiscal quarter:
- i. Disadvantaged Business Enterprise (DBE) Letter
  - ii. Charter Letter
  - iii. PCOM Quarterly Report
  - iv. Grant Funds Recovery Act (GFRA) Reports for Operating and Capital Grants
- K. Preparing the following year-end documents:
- i. National Transit Database (NTD) Report (due August 1<sup>st</sup>)
  - ii. Non-DOAP Local Match Survey (due August 1<sup>st</sup>) Programmatic Risk Assessment
- L. Providing compliance and liability oversight on behalf of the County by:
- i. Participating throughout the IDOT-OIPI's program review of MTD;
  - ii. Maintaining vehicle titles and tracking all corresponding liability insurances purchased by MTD for vehicles owned by Champaign County; and
  - iii. Annually verifying compliance and vehicle maintenance practices are being followed by reviewing fiscal, service, and maintenance records. Additionally, RPC will communicate with IDOT-OIPI to ensure all compliance requirements are up to date and currently being met for any executed Grant Agreement.

For the above described oversight activities, the RPC will track oversight hours and related Champaign County administrative expenses and submit these to MTD on a monthly basis for inclusion in requisitions. Such expenses shall not exceed amounts provided for in the Grants for such expenses.

The RPC will retain the portion of funding submitted for oversight activities and will pass through all remaining administration as well as operating reimbursement to MTD within two weeks upon receipt of said grant funds.

**VI. MTD Responsibilities.**

- A. To the extent it has the legal authority; MTD shall provide rural public transportation in the County of Champaign, Illinois.
- B. MTD shall prepare on behalf of the County the following sections of the Section 5311 grant application for each fiscal year and submit application materials for RPC review and approval:

- i. Section IX: Project Cost and Revenue Proposal
  - ii. Exhibit B: Proposed GATA and Exhibit B Budget for the fiscal year
  - iii. Exhibit I: Non-Vehicle Capital Asset Inventory
  - iv. Exhibit J: Vehicle Asset Inventory
  - v. Attachment III: Organizational Chart for the Operator
  - vi. Attachment V: Copy of Most Recent Audit & 5311 Annual Financial Report
- C. MTD shall prepare on behalf of the County the following sections of the DOAP grant application for each fiscal year and submit application materials for RPC review and approval:
- i. Form 501: Operating Labor Summary
  - ii. Rural DOAP GATA Budget
- D. MTD shall prepare on behalf of the County the following documents and reports for each fiscal quarter and submit materials to RPC for review and approval:
- i. Section 5311 Request for Payment
  - ii. Form OP-4: Itemization of Operating Revenues and Expenses
  - iii. DOAP Request for Payment
  - iv. Public Transit Account (PTA) Reconciliation
  - v. Periodic Financial Report (BOBS 2832)
- E. MTD shall prepare on behalf of the County the following year-end documents and reports for each fiscal year and submit materials to RPC for review and approval:
- i. OP-9 Report: Labor & Operating Data (due August 1<sup>st</sup>)
  - ii. Final OP-10D (due August 1<sup>st</sup>)
  - iii. Section 5311 Audited Schedule of Revenue and Expenses (ASRE) (due December 31<sup>st</sup>)
  - iv. DOAP Audited Schedule of Revenue and Expenses (ASRE) (due December 31<sup>st</sup>)
- F. In order to operate rural public transportation services for the County of Champaign, Illinois, by entering into this Agreement, MTD shall be responsible for all current and future applicable state, federal, and/or funding program rules, requirements, and regulations listed below in **Section VIII. Identification of Applicable Transportation Service Regulations**, except as undertaken by the County and RPC in sections IV and V.
- G. When procuring goods and/or services with a combined value in excess of \$250,000, MTD shall make a genuine good faith effort to explore

Disadvantaged Business Enterprises (“DBE”) contracting opportunities to the greatest extent possible. In the event combined procured goods and/or services exceed \$250,000, MTD shall establish a DBE plan as federally required and amend this Agreement accordingly.

- H. MTD, as Champaign County’s designated rural operator, shall ensure financial accountability by utilizing a third party independent auditor to conduct its annual fiscal and compliance audit. Audit schedules as required by IDOT shall support the operating and administrative costs claimed for reimbursement under the Section 5311 grant award. Audit documents will be forwarded to IDOT-OIPI upon completion according to a minimum federal contract and program requirements.
- I. It is the goal of Champaign County that all employee hiring, pay actions and advancements are made on the basis of merit.
  - i. MTD will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, sexual orientation or disability. MTD in all solicitations or advertisements for employees placed by or on behalf of Champaign County; shall state that all qualified applicants will receive consideration for employment without regard for age, race, creed, color, national origin, ancestry, marital status, sexual orientation or disability.
  - ii. MTD will employ, promote and demote persons based on performance, qualifications and merit and will not discriminate in favor of the employment of relatives or family members. Relative or family member is defined as one of the following: spouse, parent, child, sibling, in-law, aunt, uncle, niece, grandparent, grandchild, or members of the same household. Should MTD employ, promote or demote a family member of an existing MTD employee, MTD will notify Champaign County’s PCOM before the hire or promotion.
- J. MTD shall operate Champaign County rural public transportation services in compliance with any Grant Applications made on behalf of the County and/or Agreements between the County and IDOT-OIPI.
  - i. Between July 1<sup>st</sup>, 2022 and June 30<sup>th</sup>, 2024 Champaign County rural transportation services are subject to the requirements contained in Non-Metro Area Transportation Operating, Operating Capital and Administrative Assistance (49 USC § 5311) and Downstate Public Transportation Operating Assistance Grant Agreement;
  - ii. Therefore, the following *Champaign County Rural Public Transportation Service Parameters* **hereto are set forth below** unless amended.



**VII. Champaign County Rural Public Transportation Service Parameters.**

**A. Minimum Service Days & Hours.** Barring natural disasters, unsafe weather conditions, mutually agreed upon holidays (New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day), and unforeseen reduction of available fleet size; MTD will operate Champaign County rural public transportation services with a minimum of five (5) vehicles Monday to Friday from 6:00 AM to 6:00 PM continuously between July 1<sup>st</sup>, 2022 and June 30<sup>th</sup>, 2024.

**B. Service Reporting & Approval.** MTD shall provide RTAG quarterly and annually service reports as well as any grant applications for rural service made on behalf of the County or other agreements for rural service within Champaign County for review and approval. Quarterly, MTD shall provide all service data to RPC for performance evaluation. In the case of a temporary suspension of rural transportation services caused by emergency or unforeseen circumstances, RPC will be informed immediately. Except in case of an emergency or exigent circumstance, both MTD and RPC will agree in writing about the changes to rural transportation services before MTD implements such changes to the services.

**C. Grant Funding & Local Match.**

i. Service contracts operating at the end of each fiscal year shall continue as a source of local match for the next fiscal year. However, to make a good faith effort to be a sustainable rural transit system with diverse local match sources and in an effort to obtain the maximum federal and state funding, RPC staff and MTD staff will work together to seek a diverse mix of local match funding sources. RPC staff will twice a year identify potential sources of local match revenue currently not being sought by MTD, and work with MTD to develop a strategy to access these other local funds. MTD will be responsible for providing all cost estimates associated with the development of any service contracts.

ii. MTD is expected to monitor the grant funding spend down on a monthly basis and to provide a quarterly status report to RTAG and RPC on how fiscal operations are progressing. If at any time the Downstate funding is unexpectedly discontinued or if the expenses of the system far outpace the availability of federal, state, and local match funding, MTD shall submit a 90-day notice of service reductions or termination of transportation services, in order to operate within the funding limitations as budgeted in the grant application.

**D. Quarterly Expenditures and Requisitions.** In accordance with Grant Agreements between IDOT-OIPI and Champaign County for rural public transportation services, for each quarter MTD transportation expenditures shall not exceed 25% of all awarded grant funds for rural public transportation (i.e. Section 5311 and IL Downstate Operating Assistance Program). In the event unanticipated expenditures result in a quarterly requisition going over said ceiling amount, MTD shall notify RPC in writing, no

later than two weeks after charges have been incurred, to explain the overages, how the remaining year operations will be covered, and request an approved exception for the particular quarter. RPC shall monthly provide MTD a copy of all oversight administrative services performed as well as all documentation required by MTD Auditor. MTD shall quarterly prepare and submit to RPC the requisitions along with any other IDOT-OIPI and/or County required documentation. MTD shall ensure the eligibility of all expenditures within the prepared requisition. MTD shall make available to RPC staff any applicable fiscal documentation necessary to review accuracy of the requisitions to be submitted. RPC will review the submitted requisitions for accuracy and the County's Authorized representative will approve and sign said requisitions to be sent to IDOT-OIPI for payment. RPC will submit the requisitions and other documentation to IDOT-OIPI and will maintain a copy of each requisition for the County's records. Such submittal shall be made by RPC within seven (7) days after MTD has provided RPC with any documents requested by RPC.

- E. **Rolling Stock Lease Agreement.** MTD will lease rolling stock from Champaign County to operate the rural public transportation services in Champaign County for \$1 per year per vehicle as available. Refer to ***Vehicle Lease Agreement between County of Champaign, Illinois and Champaign Urbana Mass Transit District*** for additional terms and conditions.
- F. **Office and Vehicle Storage Lease Agreement.** Champaign County will lease office space and indoor/outdoor vehicle storage from MTD as set forth in the ***Lease Agreement between County of Champaign, IL and Champaign Urbana Mass Transit District***, included in this IGA as an addendum.
- G. **Vehicle Maintenance.** MTD shall provide for leased vehicle preventative and comprehensive maintenance in compliance with all federal, state, and/or funding program requirements by following IDOT-OIPI compliant vehicle maintenance plan and policies. MTD shall track maintenance costs of vehicles used for Champaign County rural transportation services separately. Maintenance costs tracked separately for the appropriate Champaign County rural public transportation services are eligible expenditures under requisitions for Champaign County FY2021 – FY2023 Downstate Operating Assistance Program Grant Agreements and are reimbursed to MTD upon receipt of DOAP funds. MTD shall ensure compliance of vehicle maintenance as required under federal regulations and funding program requirements. MTD shall keep comprehensive maintenance records and have these records annually available for RPC oversight. Cost parameters for vehicle maintenance include:
  - i. MTD will perform all preventative maintenance, mechanical repair work, body shop work, and road calls requested at the actual hourly rate needed for the work. The FY2022 hourly rate for all services is \$44.98.
  - ii. MTD will charge the cost of any required parts at current pricing.

- iii. The hourly rate for service is \$44.98 in FY2022. MTD will reconcile these rates to the audited actual rates each year, and increase or decrease the rate for the following fiscal year.
- iv. MTD will fuel C-CARTS vehicles as requested. The cost per gallon will be calculated as a monthly average based on overall MTD fuel purchases.
- v. MTD will wash, sweep, and empty the trash of each C-CARTS vehicle during the weekend. Each wash will be charged at \$3 a wash.

**H. Vehicle Liability Insurance.** MTD shall maintain adequate liability insurance to operate the public services as specified by IDOT to be primary, and not excessive or contributory, and at minimum afford the following coverage levels:

Combined single limit	\$1 million
Medical Payments	\$5,000
Hired and Non-Owned	\$1 million

**VIII. Identification of All Applicable Transportation Service Regulations.** The provision of rural public transportation services within the County of Champaign, Illinois is subject to the rules and regulations found in the following documents:

- A. The United States Department of Transportation (USDOT) Federal Transit Administration (FTA) Master Agreement as published on FTA's website and authorized by the Federal Ledger;
- B. The USDOT and FTA requirements' 2 CFR § 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, which requires that recipients to ensure that all subrecipients and contractors clearly understand all Federal requirements.
- C. Any Grant Agreement between IDOT-OIPI and the County executed and filed with IDOT-OIPI officers and copy retained in the County's records; and
- D. Any Grant Application(s) made to IDOT-OIPI on behalf of the County, which includes resolutions made by the Champaign County Board: 1) Illinois Department of Transportation ("IDOT") and FTA Assistance Programs Joint Certifications and Assurances, and 2) 5333b Special Warranty.

**IX. Terms.**

- A. The term of this Agreement shall be from July 1<sup>st</sup>, 2022 to June 30<sup>th</sup>, 2024. Upon written notice:
  - i. MTD may suspend or terminate all or part of this agreement when the County is, or has been, in material violation of the terms of this Agreement, or at MTD's convenience,
  - ii. The County may terminate all or part of this agreement when it determines, in its sole discretion, that the purpose of the Champaign County rural public transportation services would

not be adequately served by continuation of the IDOT-OIPI Grant Agreement or at the County's convenience.

**B.** Termination of any part of this Agreement will not invalidate obligations properly incurred by MTD prior to the date of termination; to the extent they are non-cancelable. Neither the acceptance of a remittance by the County of any or all Champaign County rural transportation services from the IDOT-OIPI Grant Agreement nor the closing out of MTD expenditures for Champaign County rural transportation service shall constitute a waiver of any claim which the IDOT-OIPI Grant Agreement may otherwise have arising out of this Agreement.

**X. Notices.** All notices or other communications required or permitted hereunder shall be in writing and personally delivered or registered or certified mail, postage pre-paid, return receipt requested and addressed to the parties hereto at their respective addresses set forth below. Such notice or other communications shall be deemed given upon receipt or one (1) business day after tendering to an overnight air-express service.

***Notices to the County shall be sent to:***

PCOM  
Champaign County Regional Planning Commission  
1776 E. Washington Street  
Urbana, IL 61802  
Fax: 217-384-3896

***Notice to MTD shall be sent to:***

Managing Director  
Champaign Urbana Mass Transit District  
1101 E. University Avenue  
Urbana, IL 61802

**XI. Governing Law and Venue.** This Agreement shall be governed, construed, and enforced in accordance with the laws of the State of Illinois. The parties agree that the venue for any action pertaining hereto shall be in Champaign County, Illinois.

**XII. Entire Agreement.** This Agreement represents the entire agreement between the parties with respect to the subject matter and may not be modified except by writing.

**XIII. Compliance with Law.** The County and MTD shall comply with all the applicable provisions of local, state, and federal laws relating to the performance of the terms of this Agreement.

**IN WITNESS WHERE OF,** the County has caused this Agreement to be executed by the Chair of the Champaign County Board and attested by the County Clerk pursuant to authority given

by the Champaign County Board, and MTD has caused this Agreement to be executed by its Managing Director pursuant to authority given by its Board of Directors this **29<sup>rd</sup> of July, 2022**.

**COUNTY OF CHAMPAIGN**

**CHAMPAIGN-URBANA MASS TRANSIT DISTRICT**

By: \_\_\_\_\_  
 Darlene A. Kloeppel,  
 Champaign County Executive

By: \_\_\_\_\_  
 Karl P. Gnadl  
 Managing Director

**COUNTY OF CHAMPAIGN**

By: \_\_\_\_\_  
 Giraldo Rosales,  
 Champaign County Board Chair

**Exhibit A**

It is recognized by the parties that the amounts set forth in this work order are premised on the current level of support by the State of Illinois as set forth in the Downstate Public Transportation Act (30 ILCS 740/1-1 et. Seq.) ("the Act").

If at any time after the execution of this agreement by the parties, state reimbursement is reduced from its current 65% level contained in the Act, the amount contained in the work order shall be adjusted to automatically reflect the amount of any such decrease. The increase in cost to the customer shall be in the same percentage of the decrease in state support.

The following table shows examples of how customer cost will be determined for maintenance:

Fiscal Year	Fully Allocated Cost per Hour	Level of State Reimbursement	Local Share (Cost to Customer)	Hourly Rate Charged to Customer
2022	\$128.51	65%	35%	\$44.98

**Exhibit B**

C-CARTS agrees to pay to MTD as rent for the initial term of the Agreement, by the following schedule:

\$15.00/sf July 1, 2022 through June 30, 2024 or \$1034.38/month for office space; and

\$5.00/sf July 1, 2022 through June 30, 2024 or \$666.67/month for interior parking for 8 service vehicles; and

\$3.00/sf July 1, 2022 through June 30, 2024 or \$300.00/month for exterior parking for 6 service vehicles.

Monthly rent total for July 1, 2022 through June 30, 2024 totals \$24,012.60 or \$2,001.05/month.

**ALL RENT PAYMENTS SHALL BE MADE PAYABLE TO MTD AT:**

**MTD  
1101 E. University Avenue  
Urbana, Illinois 61802-2009**

RESOLUTION NO.


RESOLUTION AWARDING OF CONTRACT FOR  
THE REPAIR OF STRUCTURE 010-3004  
LOCATED ON COUNTY ROAD 19 AND  
APPROPRIATING FUNDS FROM THE COUNTY BRIDGE FUND  
SECTION #19-00074-00-BR

WHEREAS, The following low bid was received at a Public Letting held on May 3, 2022, in Urbana, Illinois, for the repair of Structure 010-3004 located on County Road 19, Section #19-00074-00-BR:



WHEREAS, The County Engineer recommends to the County Board that the low bid be awarded; and

WHEREAS, The County Board of Champaign County concurs in the action recommended by the County Engineer.

NOW, THEREFORE, BE IT RESOLVED, That the County Board of Champaign County does hereby award the above listed bid to ; and

BE IT FURTHER RESOLVED, That the County Board of Champaign County does hereby appropriate a sufficient sum to meet the cost of the repair from County Bridge Funds.

PRESENTED, ADOPTED, APPROVED AND RECORDED this 19<sup>th</sup> day of May A.D., 2022.

\_\_\_\_\_  
Kyle Patterson, Chair  
Champaign County Board

Approved: \_\_\_\_\_  
Darlene A. Kloeppe, County Executive

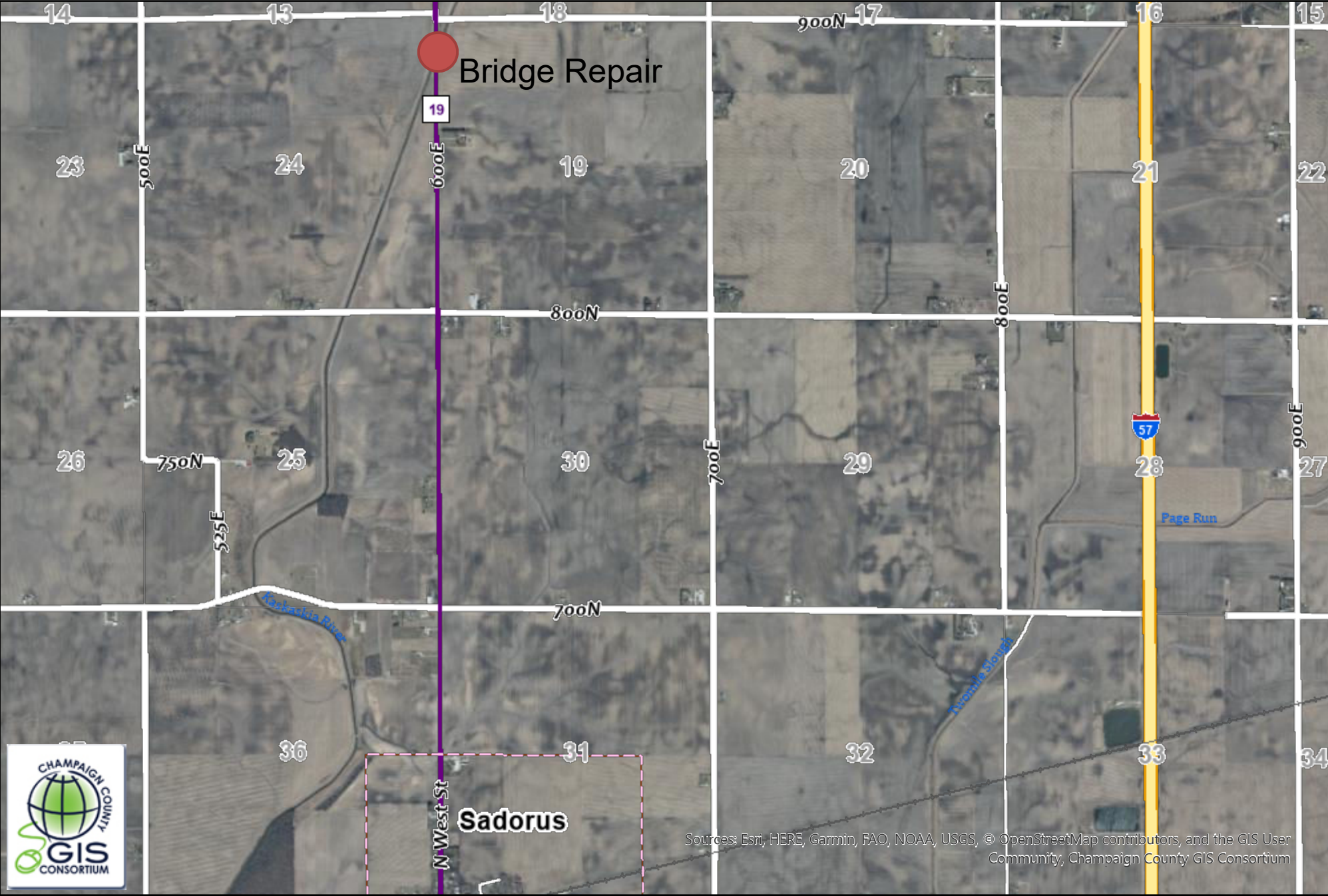
Date: \_\_\_\_\_

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

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

Prepared by: Jeff Blue, County Engineer

# County Road 19 Bridge Repair



0.45  
mi

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

RESOLUTION AWARDING OF CONTRACT  
FOR A RAILROAD CROSSING UPGRADE  
ON COUNTY ROAD 2300N  
AND  
APPROPRIATING FUNDS  
FROM COUNTY HIGHWAY FUNDS  
SECTION #19-25452-00-SP

WHEREAS, A Stipulated Agreement and Order has been executed by the Illinois Commerce Commission; and

WHEREAS, Champaign County has received bids, will oversee construction and invoice IDOT for the roadway costs associated with the railroad crossing upgrade; and

WHEREAS, IDOT will reimburse Champaign County for 100% of the construction costs associated with the railroad crossing upgrade; and

WHEREAS, The following low bid was received at a Public Letting held on May 3, 2022 in Urbana, Illinois, for roadway costs associated with the railroad crossing upgrade; and

XXXXXXXXXXXXXXXXXXXX

WHEREAS, The County Engineer recommends to the County Board that the low bid be awarded; and

WHEREAS, The County Board of Champaign County concurs in the action recommended by the County Engineer.

NOW, THEREFORE, BE IT RESOLVED, That the County Board of Champaign County does hereby award the above listed bid to XXXXXXXXXXXXXXXX; and

BE IT FURTHER RESOLVED, That there is hereby appropriated a sufficient sum to meet the cost of the railroad crossing upgrade from the County's Highway Funds.

PRESENTED, ADOPTED, APPROVED AND RECORDED this 19<sup>th</sup> day of May, A.D. 2022.

Kyle Patterson, Chair Champaign County Board

Approved: \_\_\_\_\_  
Darlene A. Kloeppel, County Executive

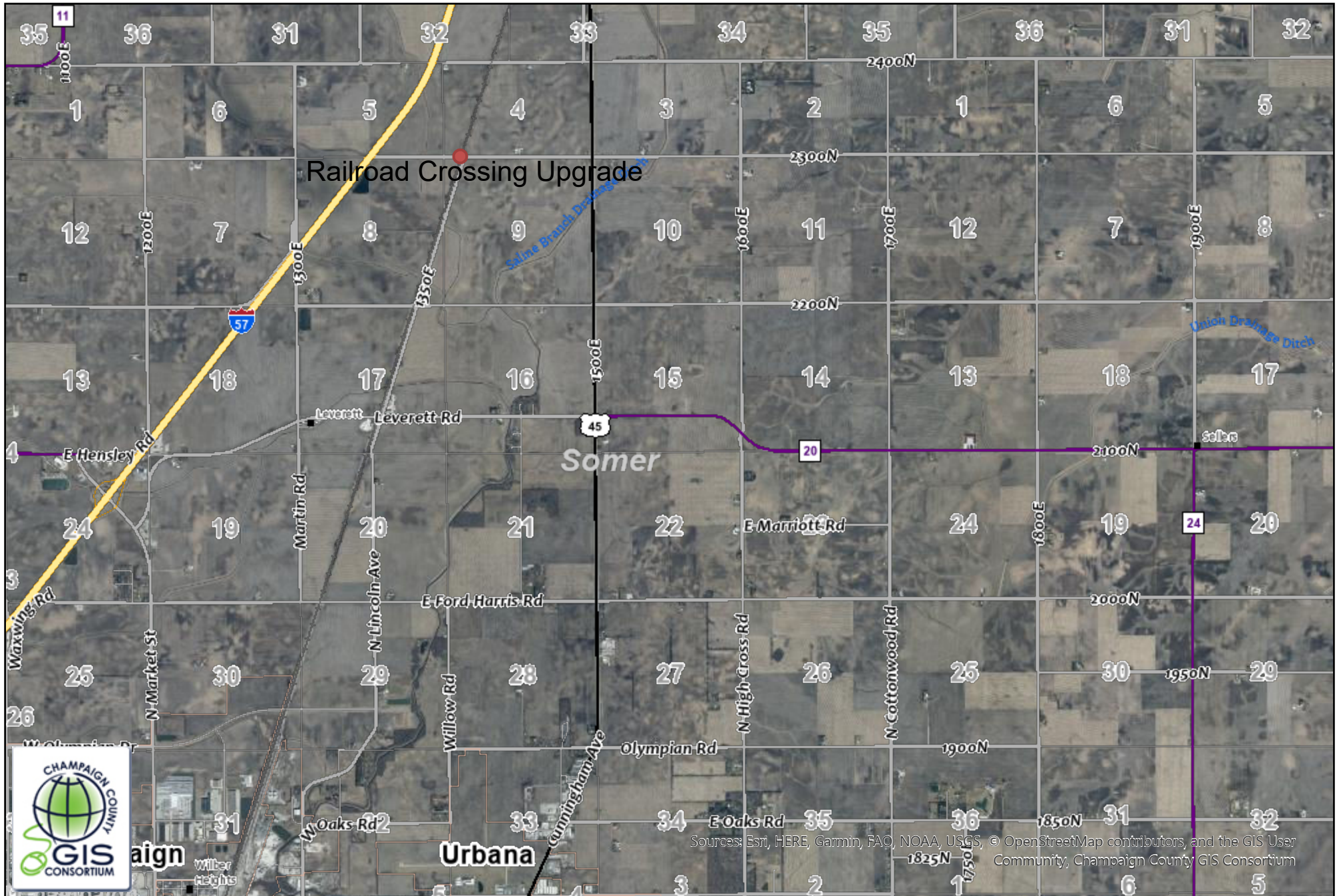
Date: \_\_\_\_\_

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

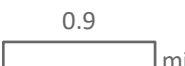
Date: \_\_\_\_\_

Prepared by: Jeff Blue, County Engineer

# Somer Township Railroad Crossing



Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, Champaign County GIS Consortium



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PETITION REQUESTING AND RESOLUTION APPROVING APPROPRIATION  
OF FUNDS FROM THE COUNTY BRIDGE FUND  
PURSUANT TO 605 ILCS 5/5-501

PETITION

Petitioner, Keith Padgett, hereby requests an appropriation of funds from the Champaign County Bridge Fund pursuant to 605 ILCS 5/5-501. In support of this petition, Petitioner states the following:

1. Petitioner is the duly elected Highway Commissioner for the Champaign Road District, Champaign County, Illinois; and
2. There is a Bridge located on County Road 1400N (Windsor Road) between Sections 19 and 30 in Champaign Township, over the Kaskaskia Drainage Ditch, which is in poor condition; and
3. To ensure the adequacy of said structure for the traveling public, it is necessary that said bridge deck be replaced; and
4. The cost to replace the aforesaid bridge deck is estimated to be \$250,000 which will be more than .02% of the value of all the taxable property in the Champaign Road District, as equalized or assessed by the Department of Revenue; and
5. The tax rate for road purposes in the Champaign Road District was in each year for the last two (2) years not less than the maximum allowable rate provided for in Section 6-501 of the Illinois Highway Code (605 ILCS 5/6-501); and
6. The Champaign Road District is prepared to pay 50% of the local cost for construction and 50% of the engineering costs associated with the replacement of said structure.

Respectfully submitted,

**Keith Padgett**

Commissioner of Highways of  
Champaign Road District,  
Champaign County, Illinois

RESOLUTION NO.

WHEREAS, the County Board finds that based on the representations in the foregoing Petition, it is required pursuant to 605 ILCS 5/5-501 to provide the requested aid.

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

1. The County Board hereby appropriates from the County Bridge Fund a sufficient sum to meet 50% of the cost of contracted engineering and 50% of the local cost of construction to replace the aforesaid bridge deck.

2. The County Board hereby directs the County Engineer to cause plans and specifications to be prepared for said improvement.

3. The County Board hereby orders that said improvement be made under the general supervision of the County Engineer, by receiving bids for the improvements.

4. The County Board hereby directs the County Engineer to certify to the County Board when the work has been satisfactorily completed to meet his approval. Such certificate shall include an itemized account of the cost of all items of work incurred in the completion of said improvement and shall show the division of cost between the County and the Champaign Road District.

5. The County Board further directs the County Engineer to file said certificate with the clerk of the Champaign Road District.

6. This Resolution shall become effective upon its adoption.

PRESENTED, ADOPTED, APPROVED and RECORDED this 19<sup>th</sup> day of May, A.D., 2022.

\_\_\_\_\_  
Kyle Patterson, Chair  
Champaign County Board

Approved:

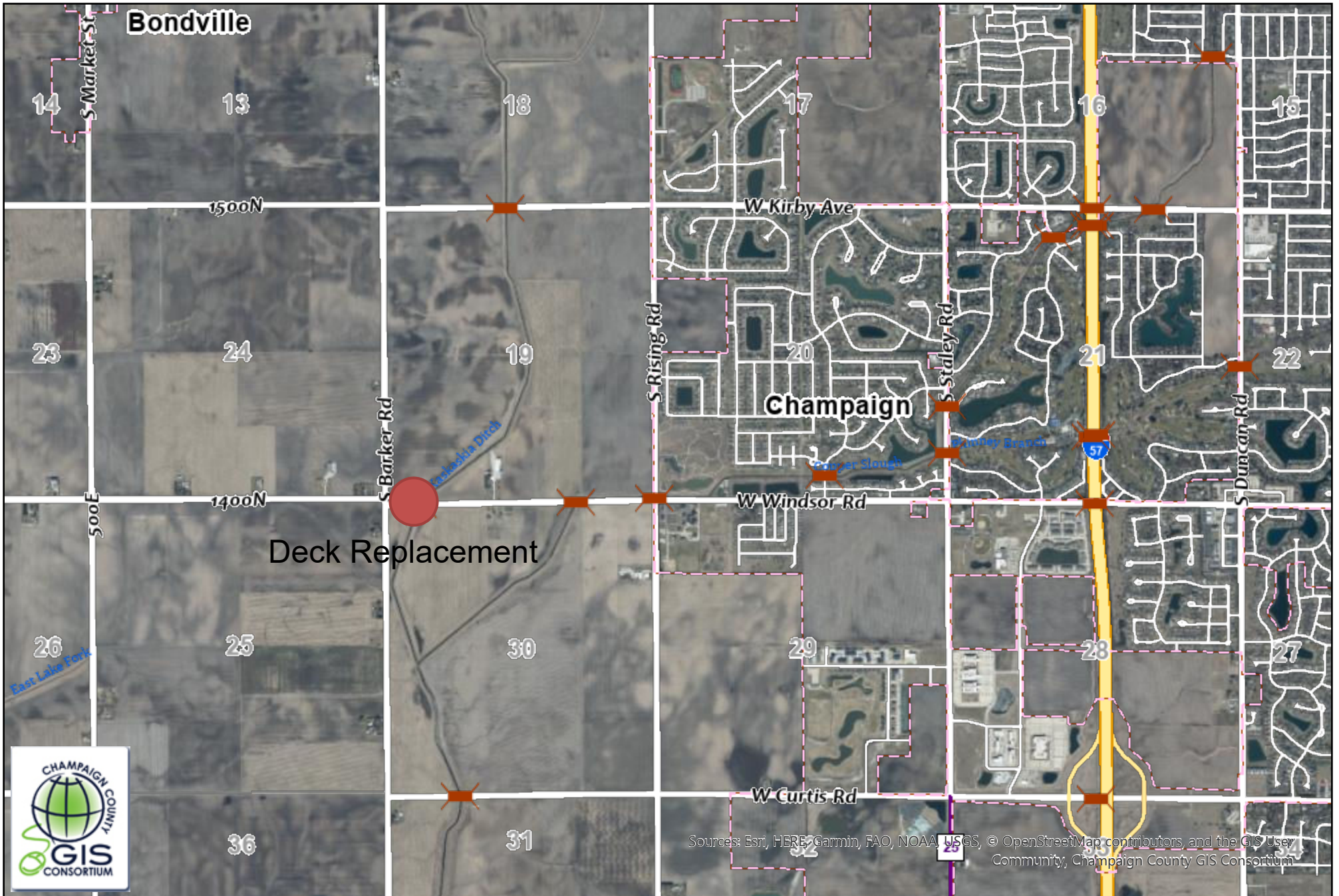
Recorded & Attest \_\_\_\_\_  
Aaron Ammons, County Clerk  
and ex-officio Clerk of the  
Champaign County Board

\_\_\_\_\_  
Darlene A. Kloepfel  
County Executive

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

Prepared by: Jeff Blue  
County Engineer

# Bridge 010-4019 Deck Replacement



0.45  
mi

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PETITION REQUESTING AND RESOLUTION APPROVING APPROPRIATION  
OF FUNDS FROM THE COUNTY BRIDGE FUND  
PURSUANT TO 605 ILCS 5/5-501

PETITION

Petitioner, Keith Padgett, hereby requests an appropriation of funds from the Champaign County Bridge Fund pursuant to 605 ILCS 5/5-501. In support of this petition, Petitioner states the following:

1. Petitioner is the duly elected Highway Commissioner for the Champaign Road District, Champaign County, Illinois; and
2. There is a Bridge located on County Road 1500N (Kirby Avenue) between Sections 18 and 19 in Champaign Township, over the Kaskaskia Drainage Ditch, which is in poor condition; and
3. To ensure the adequacy of said structure for the traveling public, it is necessary that said bridge deck be replaced; and
4. The cost to replace the aforesaid bridge deck is estimated to be \$250,000 which will be more than .02% of the value of all the taxable property in the Champaign Road District, as equalized or assessed by the Department of Revenue; and
5. The tax rate for road purposes in the Champaign Road District was in each year for the last two (2) years not less than the maximum allowable rate provided for in Section 6-501 of the Illinois Highway Code (605 ILCS 5/6-501); and
6. The Champaign Road District is prepared to pay 50% of the local cost for construction and 50% of the engineering costs associated with the replacement of said structure.

Respectfully submitted,

**Keith Padgett**

Commissioner of Highways of  
Champaign Road District,  
Champaign County, Illinois

RESOLUTION NO.

WHEREAS, the County Board finds that based on the representations in the foregoing Petition, it is required pursuant to 605 ILCS 5/5-501 to provide the requested aid.

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

1. The County Board hereby appropriates from the County Bridge Fund a sufficient sum to meet 50% of the cost of contracted engineering and 50% of the local cost of construction to replace the aforesaid bridge deck.

2. The County Board hereby directs the County Engineer to cause plans and specifications to be prepared for said improvement.

3. The County Board hereby orders that said improvement be made under the general supervision of the County Engineer, by receiving bids for the improvements.

4. The County Board hereby directs the County Engineer to certify to the County Board when the work has been satisfactorily completed to meet his approval. Such certificate shall include an itemized account of the cost of all items of work incurred in the completion of said improvement and shall show the division of cost between the County and the Champaign Road District.

5. The County Board further directs the County Engineer to file said certificate with the clerk of the Champaign Road District.

6. This Resolution shall become effective upon its adoption.

PRESENTED, ADOPTED, APPROVED and RECORDED this 19<sup>th</sup> day of May, A.D., 2022.

\_\_\_\_\_  
Kyle Patterson, Chair  
Champaign County Board

Approved:

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

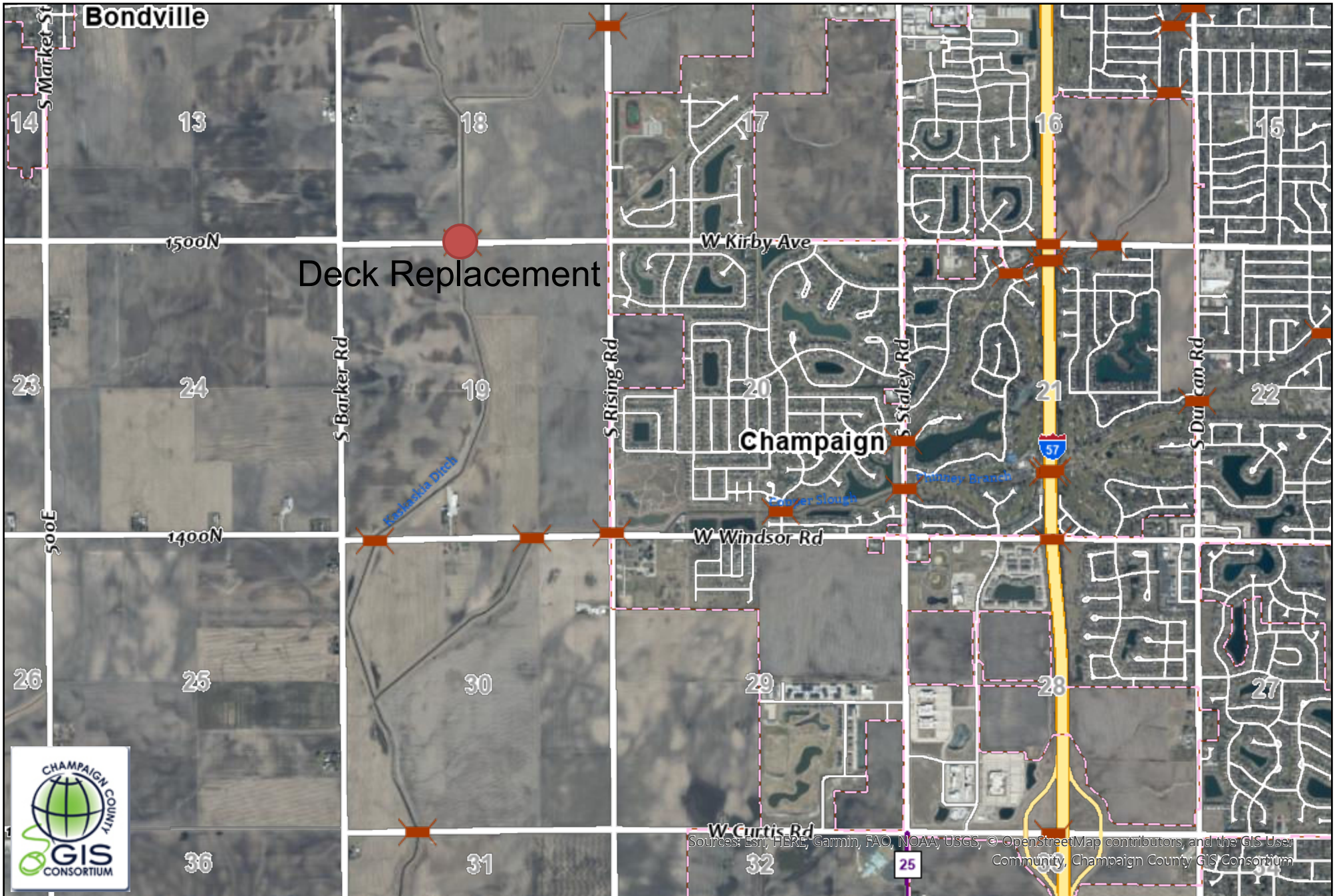
\_\_\_\_\_  
Darlene A. Kloepfel  
County Executive

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

Prepared by: Jeff Blue  
County Engineer



# Bridge 010-4032 Deck Replacement



Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, Champaign County GIS Consortium

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PETITION REQUESTING AND RESOLUTION APPROVING  
APPROPRIATION OF FUNDS FROM THE COUNTY BRIDGE FUND  
PURSUANT TO 605 ILCS 5/5-501

PETITION

Petitioner, Roy Woodmansee, hereby requests an appropriation of funds from the Champaign County Bridge Fund pursuant to 605 ILCS 5/5-501. In support of this petition, Petitioner states the following:

1. Petitioner is the duly elected Highway Commissioner for the South Homer Road District, Champaign County, Illinois; and
2. There is a structure located at 1325N and 2675E, which is in poor condition and is inadequate to serve the needs of the traveling public; and
3. To ensure the adequacy of said structure for the traveling public, it is necessary that said structure bridge rail be replaced; and
4. The cost of replacing the aforesaid structure bridge rail is estimated to be \$15,130.00, which will be more than .02% of the value of all the taxable property in the South Homer Road District, as equalized or assessed by the Department of Revenue; and
5. The tax rate for road purposes in the South Homer Road District was in each year for the last two (2) years not less than the maximum allowable rate provided for in Section 6-501 of the Illinois Highway Code (605 ILCS 5/6-501); and
6. The South Homer Road District is prepared to pay one-half of the cost of the replacement of said structure bridge rail.

Respectfully submitted,

*Roy Woodmansee*  
Commissioner of Highways of  
South Homer Road District,  
Champaign County, Illinois

RESOLUTION NO.

WHEREAS, the County Board finds that based on the representations in the attached Petition, it is required pursuant to 605 ILCS 5/5-501 to provide the requested aid.

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

1. The County Board hereby appropriates from the County Bridge Fund a sufficient sum to meet one-half the cost of replacing the structure bridge rail.
2. The County Board hereby directs the County Engineer to cause plans and specifications to be prepared for said improvements.
3. The County Board hereby orders that said improvement be made under the general supervision of the County Engineer, by receiving quotes for the improvements.
4. The County Board hereby directs the County Engineer to certify to the County Board when the work has been satisfactorily completed to meet his or her approval. Such certificate shall include an itemized account of the cost of all items of work incurred in the completion of said improvements and shall show the division of cost between the County and the South Homer Road District.
5. The County Board further directs the County Engineer to file said certificate with the clerk of the South Homer Road District.
6. This Resolution shall become effective upon its adoption.

PRESENTED, ADOPTED, APPROVED and RECORDED this 19th day of May 2022.

\_\_\_\_\_  
Kyle Patterson, Chair  
Champaign County Board

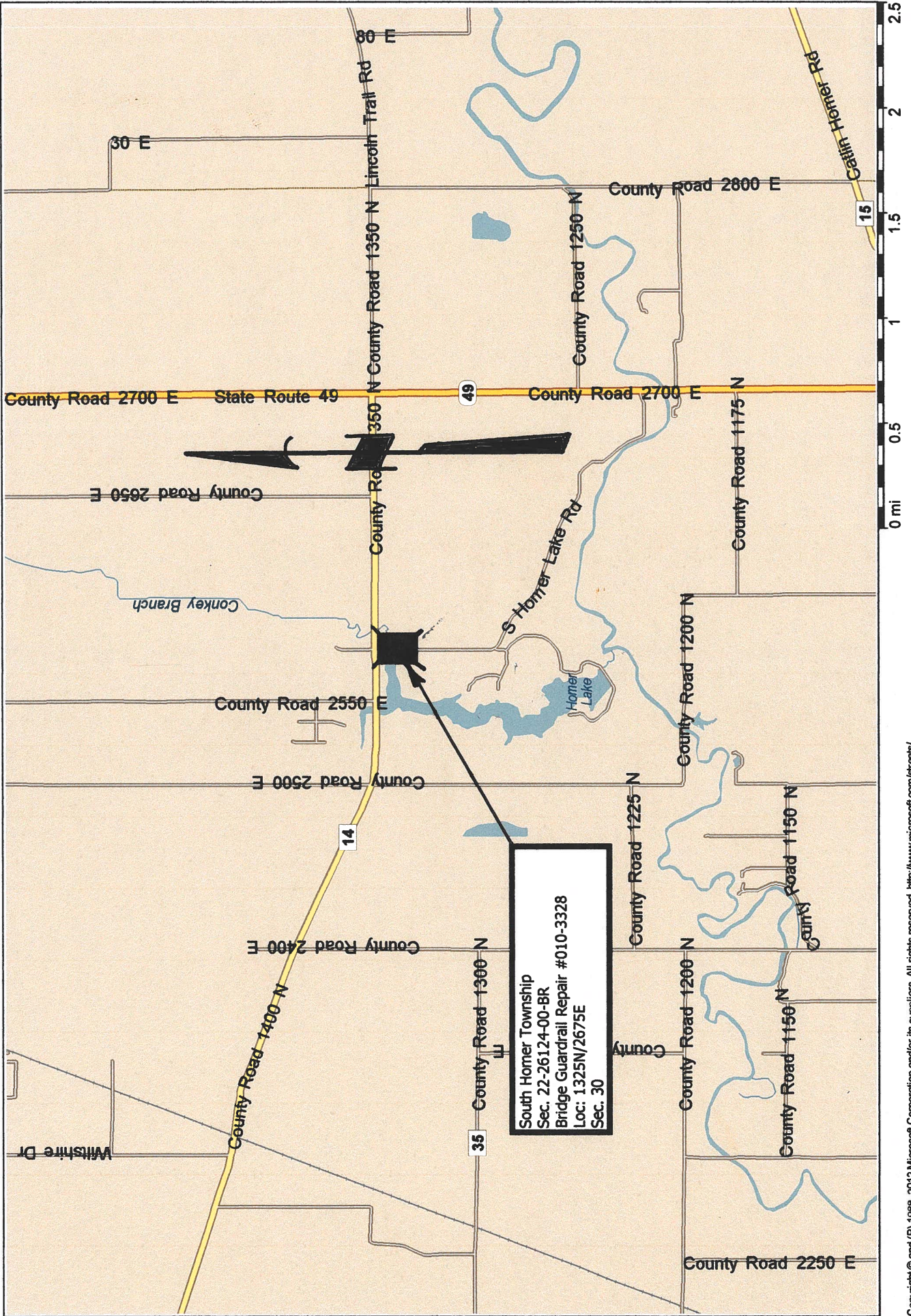
Approved: \_\_\_\_\_  
Darlene A. Kloepfel, County Executive

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

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

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

**SO. HOMER BRIDGE GUARDRAIL REPAIR, SEC 22-26124-00-BR**



South Homer Township  
 Sec. 22-26124-00-BR  
 Bridge Guardrail Repair #010-3328  
 Loc: 1325N/2675E  
 Sec. 30

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**AGREEMENT FOR EMPLOYMENT  
OF THE CHAMPAIGN COUNTY ENGINEER**

This Agreement made this 19<sup>th</sup> day of May 2022, by and between the County of Champaign, a body corporate and politic (hereinafter, "COUNTY"), and Jeff Blue (hereinafter, "COUNTY ENGINEER").

In consideration of the mutual promises and covenants hereinafter set forth, it is agreed by and between the COUNTY and COUNTY ENGINEER as follows:

1. The COUNTY ENGINEER shall perform the duties and responsibilities of the County Engineer of Champaign County, as defined by Illinois Statutes (including but not limited to 605 ILCS 5/5-205, et seq.) and the rules and regulations of the Department of Transportation, and as assigned by the Champaign County Board. He shall report to the Highway and Transportation Committee, the Finance Committee, and the Champaign County Board as may be required by the direction or rules of those committees or the Champaign County Board.

2. The COUNTY will compensate the COUNTY ENGINEER as follows:

October 12, 2022-December 31, 2022-Salary based upon a prorated annual salary of \$164,273.11.

On January 1<sup>st</sup> of each subsequent year of this contract- 2023, 2024, 2025, 2026, 2027 and 2028- the County Engineer's salary will be adjusted by three percent (3%) over the previous year's salary.

- a. The above salaries shall be divided into equal bi-weekly installments.
  - b. Salary payments are contingent upon the existence of an actual employment relationship between the COUNTY ENGINEER and the COUNTY.
  - c. In the event the COUNTY ENGINEER resigns, or the employment relationship is otherwise terminated, neither the COUNTY ENGINEER, the COUNTY ENGINEER'S estate, nor the COUNTY ENGINEER'S heirs shall thereafter have any claim for any additional salary except for such salary installments as have accrued but are yet unpaid and such unpaid sick pay, holiday pay, vacation and other payments as are generally made to non-bargaining unit employees of the COUNTY upon severance of their employment relationship.
3. The COUNTY ENGINEER will be reimbursed his actual expenses incurred in the discharge of his duties, according to the terms of the Champaign County Personnel Policy, as now or hereafter amended. This shall exclude actual expense relating to:

- a. Use and maintenance of the COUNTY ENGINEER'S vehicle, as set forth in Paragraph 4; and
  - b. Acquiring or maintaining any professional certifications or licenses, as set forth in Paragraph 6.
4. The COUNTY ENGINEER will be responsible for providing a vehicle for his use for emergency purposes, while "on call", and otherwise while performing his duties under this agreement.
  - a. The COUNTY will pay the COUNTY ENGINEER a vehicle allowance in the amount of \$912.68 per month, payable in semimonthly installments with the first two pay periods of each month.
  - b. The type of vehicle purchased will be at the discretion of the COUNTY ENGINEER, provided that the vehicle has four-wheel drive and is suitable for travel through construction jobs.
  - c. The vehicle will be owned by the COUNTY ENGINEER and considered a private vehicle.
  - d. The COUNTY ENGINEER shall provide full insurance coverage for this vehicle at all times while this Agreement is in effect.
  - e. The COUNTY ENGINEER will be responsible for all maintenance and fuel expenditures for the vehicle and shall purchase the license plates and annual registration fees for the vehicle.
5. This AGREEMENT is effective October 12, 2022, and becomes binding on the COUNTY and COUNTY ENGINEER when signed by both parties, and will expire on October 11, 2028, except that:
  - a. The COUNTY may terminate the AGREEMENT pursuant to 605ILCS 5/5-203; and
  - b. The COUNTY ENGINEER may voluntarily terminate this Agreement upon sixty (60) days written notice to the COUNTY.
6. The COUNTY ENGINEER shall maintain, at his expense, all professional licenses and certifications required of a county engineer by the laws of the State of Illinois.
7. The foregoing constitutes the entire AGREEMENT between the COUNTY OF CHAMPAIGN and the COUNTY ENGINEER, and no verbal or other written statements shall supersede any of its provisions, provided:
  - a. The COUNTY ENGINEER shall be subject to all COUNTY Travel, Purchasing, and Personnel Policies, as now enacted or hereafter amended, to the extent that they are not inconsistent with the terms of the AGREEMENT, and shall be entitled to all fringe

benefits provided to non-bargaining employees under those policies (including, but not limited to, any benefits relating to sick leave, personal leave, vacation, health and life insurance and pension), on the same terms as those benefits are provided to non-bargaining COUNTY employees; and

- b. This AGREEMENT may be amended by a mutual agreement in writing and approved by a majority vote of the Champaign County Board.

IN WITNESS WHEREOF, the parties hereto, have caused these presents to be executed, duly attested and their corporate seals, if any they have, to be hereunto affixed on the day and date first above written.

\_\_\_\_\_  
Kyle Patterson, Chair  
Champaign County Board

Approved:

\_\_\_\_\_  
Darlene A.Kloeppe, County Executive

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

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

\_\_\_\_\_  
Jeff Blue, County Engineer

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

RESOLUTION GRANTING AUTHORITY FOR THE COUNTY CLERK TO CERTIFY  
AND SUBMIT A RESOLUTION REAPPOINTING THE COUNTY ENGINEER ON  
BEHALF OF CHAMPAIGN COUNTY

WHEREAS, The term of the Champaign County Engineer is set to expire on  
October 11, 2022; and

WHEREAS, on April 15, 2022, the Illinois Department of Transportation  
consented to the reappointment of Mr. Jeff Blue as the County Engineer of Champaign  
County; and

WHEREAS, IDOT form BLR 02121, "Resolution Reappointing County Engineer"  
must be submitted to the Illinois Department of Transportation; and

WHEREAS, it is in the best interest of Champaign County to reappoint the  
County Engineer for the term of October 12, 2022 to October 11, 2028.

NOW, THEREFORE, BE IT RESOLVED, by the Champaign County Board that  
the County Clerk is hereby directed to transmit two certified originals of BLR 02121 to  
the district office of the Illinois Department of Transportation Reappointing County  
Engineer Jeff Blue; and

BE IT FURTHER RESOLVED, That BLR 02121 shall be attached and made part  
of this resolution.

PRESENTED, ADOPTED, APPROVED AND RECORDED This 19<sup>th</sup> Day of May, A.D.,  
2022.

\_\_\_\_\_  
Kyle Patterson, Chair  
Champaign County Board

Approved: \_\_\_\_\_  
Darlene A. Kloeppel, County Executive

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

Recorded  
& Attest: \_\_\_\_\_

Aaron Ammons, County Clerk  
and ex-Officio Clerk of the  
Champaign County Board

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





# Illinois Department of Transportation

Office of Highways Project Implementation / Bureau of Local Roads & Streets  
2300 South Dirksen Parkway / Room 205 / Springfield, Illinois / 62764

April 15, 2022

Mr. Aaron Ammons  
Champaign County Clerk  
1776 East Washington Street  
Urbana, IL 61802

Dear Mr. Ammons:

In concurrence with the resolution adopted by your county board on February 24, 2022, the consent of the department is hereby provided to the reappointment of Mr. John (Jeff) Blue as county engineer for Champaign County.

When your county board takes necessary action on the reappointment, please complete and submit a Resolution Reappointing County Engineer (BLR 02121). The form is located on the department's web site at <http://www.idot.illinois.gov>. (Access the IDOT web site and select Resources at the top; then select 'Forms'; the under 'L' and Local Roads; and the select the appropriate form – BLR 02121.) A certified original resolution should be submitted through the district office.

Sincerely,

A handwritten signature in blue ink, appearing to read 'G. Tapas'.

George A. Tapas, PE, SE  
Bureau Chief of Local Roads and Streets

GL/hp

cc: Jeff Blue, County Engineer  
Jeffrey Myers, Dist. 5 – Attn: Brian Trygg



WHEREAS, a vacancy exists on 10/11/22 in the office of County Engineer in Champaign County, Illinois due to the expiration of the six-year term of office of the incumbent County Engineer Jeff Blue

WHEREAS, the Champaign County Board by resolution dated 02/24/22 requested the consent Department of Transportation to the reappointment of Jeff Blue and

WHEREAS, the Department of Transportation has on 04/15/22 given its consent to the reappointment of Jeff Blue

NOW, THEREFORE, BE IT RESOLVED by the Champaign County Board that Jeff Blue is hereby appointed County Engineer for Champaign for a term of six years effective 10/12/22, and

BE IT FURTHER RESOLVED, by the Champaign County Board that the salary of the County Engineer be fixed as follows:

Table with 3 columns: Date From, Date To, Amount of Salary. Rows show salary increments from 10/12/22 to 01/01/28.

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to transmit two (2) certified originals of this resolution to the district office of the Department of Transportation.

I Aaron Ammons County Clerk in and for said County of Champaign in the State of Illinois, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by the County Board of Champaign at a meeting held on 05/19/22.

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this Day of Month, Year.

(SEAL)

Clerk Signature

Empty rectangular box for Clerk Signature