

HIGHWAY COMMITTEE MINUTES

DATE: August 8, 2017
LOCATION: Kendall County Highway Department
MEMBERS PRESENT: Matt Kellogg, Lynn Cullick, Scott Gryder, Judy Gilmour and Bob Davidson
STAFF PRESENT: Ginger Gates and Fran Klaas
ALSO PRESENT: P.J. Fitzpatrick, Kelly Farley and Dick Wade

The committee meeting convened at 4:02 P.M. with roll call of committee members. Bob Davidson absent. Quorum established.

Motion Cullick, second Gilmour to approve agenda as presented. Gryder questioned agenda item #6, which deals with a petition from Little Rock Road District for funds for Mitchell Road. Same item was moved at last month's meeting, but died for lack of a second. Gryder asked if the committee could bring that back up again this month and vote on it. Committee members were unsure. After discussion, committee agreed to send this item to September 14th C.O.W. meeting for discussion and delete from this month's agenda. Motion to approve agenda as amended, deleting item #6, was approved unanimously.

Bob Davidson arrived.

Motion Cullick, second Gryder to approve the Highway Committee meeting minutes from July 11, 2017. Motion carried unanimously.

Low bid of Corrective Asphalt Materials, LLC in the amount of \$96,601 was presented to committee. Motion Cullick; second Gilmour to approve low bid. The work includes crack filling on 5 county highways. Bid was about 1% under the engineer's estimate. Motion to recommend approval of the bid to the county board was approved unanimously.

Klaas presented proposed tax levies for Highway Department for FY 2018. He did not prepare a budget document for the committee because details of the 10 funds that are managed by Highway Department are now available to all board members through the Questica budget software. The proposed combined levy of \$2,000,000 is the same levy the Highway Department has had for many years. In fact, he stated that you would have to go back 10 years to find a levy that was lower than next year's proposed levy. Details of non-property-tax funds would be brought to September meeting when committee will be asked to review the 5-Year Surface Transportation Plan. Kellogg asked whether the projected Sales Tax Funds took into account the new 2% administrative fee the State is skimming off the top. Klaas indicated that it did. Davidson wondered whether levy took into account the new growth. Klaas didn't think that the Highway Fund would take a big hit because items that are out of control of the County, like health insurance, IMRF, worker's compensation, etc. are not currently included in Highways budgets, but are included in the General Fund. Gryder asked about previous levies going back a few years. Klaas discussed previous property tax levies and historical funds collected for the Highway Department.

Gryder discussed the concept of putting money away annually to save for the Eldamain Road project, and wondered where we were at with that. Klaas stated that STR funds allocated through District 3 are being accumulated for that project in the amount of about \$500,000 per year. Gilmour asked whether those funds are the same funds that were awarded to Kendall County last year for Eldamain Road. Those are actually different funds, STU (urban) funds, allocated through CMAP. Kendall County has received about \$6 million through CMAP over the past 5 years; however, those funds are obtained through a more competitive application process, and are not guaranteed like STR funds.

Klaas also advised the committee of the reasons why the Federal Aid Matching fund and levy has been zeroed out. That levy has been absorbed by the Highway Fund, and is no longer necessary because of the implementation of the Transportation Sales Tax Fund.

Klaas discussed the idea of building a new front vestibule to provide additional security for Highway Department employees. He discussed the idea with architect, Cliff Bender, and presented a concept plan and budget for the project. He recommended hiring the architect and splitting the construction costs over the FY 17 and FY 18 budgets. Kellogg asked what fund the monies would come from. Klaas stated that it would be the Building and Grounds line item out of the Highway Fund. There are insufficient funds to complete all the construction out of this year's budget, but would be enough if split over 2 years. Cullick was uncomfortable with the hiring of this architect because the County has existing agreements with 2 other architects, and hiring this architect circumvents the processes and procedures that the County already has in place. Gilmour agreed. Cullick added that she thought the other architects had more qualified people on staff. Current agreements were negotiated through the Facilities Management Department. Gryder wondered whether this work should be handled through Facilities Department. Davidson reminded committee that building and site improvements at Highway Department site have always been handled by the Highway Department. After discussion, committee directed county engineer to obtain names of approved architects from Scott Koeppel, discuss the project with them, and bring a recommendation back to committee in September.

Under "Other Business", Davidson asked where the Highway Department was with payments to the General Fund for the salt dome and storage building. Klaas thought that they had paid about \$800,000 out of the \$1.2 million owed. Highway typically pays about \$100,000 each year toward the debt. Farley gave update on Little Rock Road project. Fitzpatrick gave update on Collins Road extension project. Next public meeting on that project will be September 26, 2017, 5:00 PM to 7:00 PM at the Oswego High School. Davidson asked if there was room to improve Minkler Road in the area of Fox Ridge Stone and the cemetery. Fitzpatrick advised that the County's project would tie into the 3-lane IDOT improvement at Route 71 and wouldn't require relocation of either of those adjacent uses. He added that the design and projected traffic numbers would easily get the County through 2040 without additional lanes. Gryder asked whether Aurora had recently let a project to improve WIKADUKE Trail near the county line. No one had information on that. Committee also discussed miscellaneous other ongoing highway projects, including Sherrill Road, Ridge Road, Grove Road, and Fox Road.

Klaas presented the most recent invoice from CMAP for local share of planning services. This matter was discussed for the first time last year, and it was agreed to take the funds out of the Transportation Sales Tax Fund. The fee was supposed to increase this year; but because of the newly-passed State budget, and excellent cooperation from all the local agencies, CMAP held the

fee at the same amount as last year: \$17,822. Committee had no problem continuing to pay the fee from the Sales Tax Fund.

Motion Davidson; second Gryder to forward Highway Department bills for the month of August in the amount of \$467,502.97 to the Finance Committee for approval.

Meeting adjourned at 5:03 P.M.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Francis C. Klaas", written in a cursive style.

Francis C. Klaas, P.E.
Kendall County Engineer

Action Items

1. Approve bid from Corrective Asphalt Materials, LLC in the amount of \$96,601 for crack filling services on various county highways; said funds to be taken from the Transportation Sales Tax Fund.