

# AGENDA

## Transportation Committee Meeting

Tuesday, March 12, 2024

5:30 PM, Second Floor, VCAB

1. Call to Order and Roll Call
2. Adoption/Amendment of Agenda
3. Adoption/Amendment of Minutes – February 13, 2024 Meeting
4. Audience Comments
5. Review of Expenses – February 2024
6. Resolution for Improvement Section 24-00229-00-RS, Resurfacing of Hungry Hollow Road.
7. Executive Session
  - A. Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.
  - B. Pursuant to Illinois Open Meetings Act 5 ILCS 120/2 (c) (6)  
The setting of a price for sale or lease of property owned by the public body.
  - C. Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
8. Items of Information
9. Adjournment

**Transportation Committee Meeting**  
**Tuesday February 13, 2024**  
**5:30 p.m., 201 N Vermilion St., 2nd Floor, Danville, IL**

**MINUTES**

**Agenda Item 1 - Call to Order and Roll Call**

Committee Chairman Joe Eakle called the Transportation Committee of the Vermilion County Board to order at 5:30 P.M. Upon the call of roll, the following committee members were present: Joe Eakle, Kevin Green, Mitch Weaver, Dan Wright, Craig Golden, and Mark Steinbaugh. Robert Boyd was excused. 6 present and 1 absent. Also attending the meeting: County Board member; Lon Henderson, and also attending was County Engineer- Adrian Greenwell, and Jennifer Jenkins – Vermilion County Board Office Manager.

**Agenda Item 2 - Adoption of the Agenda**

Steinbaugh moved, second by Weaver, to adopt the agenda as presented. Motion passed by acclamation.

**Agenda Item 3 - Approval of the minutes January 9, 2024**

Golden moved, second by Steinbaugh, to adopt the January 9, 2024 minutes. Motion passed by acclamation.

**Agenda Item 4 - Audience Comments**

None

**Agenda Item 5- Review of Expenses- January 2024**

Greenwell advised that with just two months in there is nothing to report on. They discussed briefly, the use of the salt that was purchased. Greenwell mentioned not much has been used due to the mild weather. Motion by Steinbaugh, second by Weaver, to approve the January expenses. Upon a roll call vote the following voted yes to wit: Eakle, Green, Weaver, Wright, Golden, and, Steinbaugh. 6 yes and 1 absent.

**Agenda Item 6 – MFT Township Fund 061, Resolutions Low Bid Aggregate Awards, Letting of January 24, 2024**

Motion by Weaver, second by Wright to approve the resolution. Upon a roll call vote the following voted yes to wit: Eakle, Green, Weaver, Wright, Golden, and, Steinbaugh. 6 yes and 1 absent.

**Agenda Item 7 – Surplus Highway Department Equipment – Road Grater**

Greenwell advised that this road grater has been replaced with a newer model. Motion by Weaver, second by Steinbaugh. Upon a roll call vote the following voted yes to wit: Eakle, Green, Weaver, Wright, Golden, and, Steinbaugh. 6 yes and 1 absent.

**Agenda Item 8 – Executive Session**

No need.

**Agenda Item 9 – Items of Information**

Green informed the committee of a past conversation regarding the City of Danville and CRIS services. The City of Danville has changed from a city community to a rural community. Steinbaugh and Henderson agreed that we need to do what we can to ensure that all of our community is serviced. Many citizens rely on public transportation so we need to make sure we are understanding and staying involved as the County Board. There will be a full CRIS board meeting at the Danville Public Library @ 4:30 P.M. on March 21.

**Agenda Item 10 – Adjournment of Meeting**

Committee Chairman Eakle adjourned the meeting at 5:51 pm.

Minutes by: Jennifer Jenkins, CB Office Manager



# Expense Budget Performance Report

Date Range 12/01/23 - 02/29/24

Include Rollup Account and Rollup to Base Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd
Fund 007	COUNTY HIGHWAY FUND									
Department 810	County Highway									
Project 00	General									
	EXPENSE									
4101	Salary - Personnel	536,878.00	.00	536,878.00	41,139.98	.00	110,306.92	426,571.08	21	
4104	Salary - Overtime	50,000.00	.00	50,000.00	777.01	.00	1,408.33	48,591.67	3	
4128	Salary - Technical/Secretary	412,790.00	.00	412,790.00	24,905.19	.00	62,318.59	350,471.41	15	
4132	Salary - Summer Personnel	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	
4149	FICA	.00	.00	.00	.00	.00	.00	.00	+++	
4150	IMRF	.00	.00	.00	.00	.00	.00	.00	+++	
4151	Unemployment	.00	.00	.00	.00	.00	.00	.00	+++	
4152	Workers Compensation	.00	.00	.00	.00	.00	.00	.00	+++	
4153	Personal Days	.00	.00	.00	.00	.00	.00	.00	+++	
4155	Insurance - Life/Health	114,000.00	.00	114,000.00	9,500.00	.00	28,500.00	85,500.00	25	
4156	Insurance - Liab/Fire/Bonds	100,000.00	.00	100,000.00	.00	.00	.00	100,000.00	0	
4159	Employee Fringe Benefits	17,000.00	.00	17,000.00	1,760.37	293.40	5,159.28	11,547.32	32	
4210	Supplies/Office	7,000.00	.00	7,000.00	152.48	.00	1,013.43	5,986.57	14	
4220	Materials	30,000.00	.00	30,000.00	1,668.70	41.08	2,524.94	27,433.98	9	
4221	Fuel	100,000.00	.00	100,000.00	1,600.12	.00	19,245.46	80,754.54	19	
4238	Special Circumstances	.00	.00	.00	.00	.00	.00	.00	+++	
4251	Travel Expense	2,000.00	.00	2,000.00	.00	14.40	254.40	1,731.20	13	
4260	Telephone	5,000.00	.00	5,000.00	174.40	.00	523.20	4,476.80	10	
4265	Contractual/Communications	.00	.00	.00	.00	.00	.00	.00	+++	
4270	Postage	2,500.00	.00	2,500.00	135.00	.00	135.00	2,365.00	5	
4271	Contractual/Legal Fees	3,000.00	.00	3,000.00	.00	.00	95.60	2,904.40	3	
4291	Maint/Repair - Vehicles	80,000.00	.00	80,000.00	14,201.79	194.15	28,581.32	51,224.53	36	
4294	Maint/Repair - Buildings	40,000.00	.00	40,000.00	1,466.56	62.00	2,768.25	37,169.75	7	
4300	Contractual/Equipment Rental	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
4301	Contractual/Maint - Roads	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	
4302	Bridge Repairs	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
4315	Electricity/Gas	24,000.00	.00	24,000.00	1,924.14	.00	5,768.37	18,231.63	24	
4316	Water	2,000.00	.00	2,000.00	102.99	.00	264.06	1,735.94	13	
4361	Contractual/Prof Services	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	
4363	Dues/License Fees	.00	.00	.00	.00	.00	.00	.00	+++	
4364	Education/Training	.00	.00	.00	.00	.00	.00	.00	+++	
4410	Land Purchase/Easement	.00	.00	.00	.00	.00	.00	.00	+++	
4450	Office Furniture/Equipment	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	
4451	Vehicle Lease/Purchase	350,000.00	.00	350,000.00	.00	.00	.00	350,000.00	0	
4452	Equipment Lease/Purchase	315,582.00	.00	315,582.00	.00	1,7715.00	.00	313,867.00	1	
4499	Suspend File	.00	.00	.00	.00	.00	.00	.00	+++	



# Expense Budget Performance Report

Date Range 12/01/23 - 02/29/24

Include Rollup Account and Rollup to Base Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
Fund 007	COUNTY HIGHWAY FUND								
Department 810	County Highway								
Project 00	General								
EXPENSE									
4610	Transfer	.00	.00	.00	.00	.00	.00	.00	+++
EXPENSE TOTALS		\$2,217,750.00	\$0.00	\$2,217,750.00	\$99,508.73	\$2,320.03	\$268,867.15	\$1,946,562.82	12%
Project 00 - General Totals		(\$2,217,750.00)	\$0.00	(\$2,217,750.00)	(\$99,508.73)	(\$2,320.03)	(\$268,867.15)	(\$1,946,562.82)	12%
Department 810 - County Highway Totals		(\$2,217,750.00)	\$0.00	(\$2,217,750.00)	(\$99,508.73)	(\$2,320.03)	(\$268,867.15)	(\$1,946,562.82)	12%
Fund 007 - COUNTY HIGHWAY FUND Totals		\$2,217,750.00	\$0.00	\$2,217,750.00	\$99,508.73	\$2,320.03	\$268,867.15	\$1,946,562.82	



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
Fund 062 - COUNTY BRIDGE FUND									
Department 850 - County Bridge									
Project 00 - General									
EXPENSE									
4343 Construction & Engineering		380,000.00	.00	380,000.00	13,991.06	.00	58,341.25	321,658.75	15
4610 Transfer		.00	.00	.00	.00	.00	.00	.00	+++
	EXPENSE TOTALS	\$380,000.00	\$0.00	\$380,000.00	\$13,991.06	\$0.00	\$58,341.25	\$321,658.75	15%
	Project 00 - General Totals	(\$380,000.00)	\$0.00	(\$380,000.00)	(\$13,991.06)	\$0.00	(\$58,341.25)	(\$321,658.75)	15%
	Department 850 - County Bridge Totals	(\$380,000.00)	\$0.00	(\$380,000.00)	(\$13,991.06)	\$0.00	(\$58,341.25)	(\$321,658.75)	15%
	Fund 062 - COUNTY BRIDGE FUND Totals	\$380,000.00	\$0.00	\$380,000.00	\$13,991.06	\$0.00	\$58,341.25	\$321,658.75	
	Grand Totals	\$2,597,750.00	\$0.00	\$2,597,750.00	\$113,499.79	\$2,320.03	\$327,208.40	\$2,268,221.57	



Is this project a bondable capital improvement?
[X] Yes [ ] No

Table with Resolution Type (Original), Resolution Number, and Section Number (24-00229-00-RS)

BE IT RESOLVED, by the Board of the County of Vermilion County, Illinois that the following described street(s)/road(s)/structure be improved under the Illinois Highway Code. Work shall be done by Contract.

For Roadway/Street Improvements:

Table with columns: Name of Street(s)/Road(s), Length (miles), Route, From, To. Row 1: Hungry Hollow Road, 2.49, FAU 7000, East EOP of Henning Rd., 2.49 mile east of Henning

For Structures:

Table with columns: Name of Street(s)/Road(s), Existing Structure No., Route, Location, Feature Crossed

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of

Perform a Hot in Place Recycling (HIR) with overlay per policy.

2. That there is hereby appropriated the sum of Four Hundred, Fifty Thousand

Dollars ( \$450,000.00 ) for the improvement of said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, Cathy Jenkins, County Clerk in and for said County

of Vermilion County in the State aforesaid, 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

Board of Vermilion County at a meeting held on March 12, 2024

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 12th day of March, 2024

(SEAL, if required by the LPA)

Clerk Signature & Date

Approved
Regional Engineer Signature & Date
Department of Transportation

## Instructions for BLR 09110 - Page 1 of 2

NOTE: Form instructions should not be included when the form is submitted.

This form shall be used when a Local Public Agency (LPA) wants to construct an improvement using Motor Fuel Tax(MFT) funds. Refer to Chapter 9 of the Bureau of Local Roads and Streets Manual (BLRS Manual) for more detailed information. For signature requirements refer to Chapter 2, Section 3.05(b) of the BLRS Manual.

When filling out this form electronically, once a field is initially completed, fields requiring the same information will be auto-populated.

Is this project a bondable capital improvement?

Check Yes if the project was a bondable capital improvement, check no if it is not. An example of a bondable capital project may include, but is not limited to: project development, design, land acquisition, demolition when done in preparation for additional bondable construction, construction engineering, reconstruction of a roadway, designed overlay extension or new construction of roads, bridges, ramps, overpasses and underpasses, bridge replacement and/or major bridge rehabilitation. Permanent ADA sidewalk/ramp improvements and seeding/sodding are eligible expenditures if part of a larger capital bondable project. A bondable capital improvement project does not mean the LPA was required to sell bonds to fund the project, however the project did meet the criteria to be bondable.

Resolution Number

Enter the resolution number as assigned by the LPA, if applicable.

Resolution Type

From the drop down box choose the type of resolution:

- Original would be used when passing a resolution for the first time for this project.
- Supplemental would be used when passing a resolution increasing appropriation above previously passed resolutions.
- Amended would be used when a previously passed resolution is being amended.

Section Number

Insert the section number of the improvement the resolution covers.

Governing Body Type

From the drop down box choose the type of administrative body. Choose Board for County; Council for a City or Town; President and Board of Trustees for a Village or Town.

LPA Type

From the drop down box choose the LPA body type. Types to choose from are: County, City, Town or Village.

Name of LPA

Insert the name of the LPA.

Contract or Day Labor

From the drop down choose either Contract or Day Labor.

### Roadway/Street Improvements:

Name Street/Road

Insert the name of the Street/Road to be improved. For additional locations use the Add button.

Length

Insert the length of this segment of roadway being improved in miles.

Route

Insert the Route Number of the road/street to be improved if applicable.

From

Insert the beginning point of the improvement as it relates to the Street/Road listed to the left.

To

Insert the ending point of the improvement as it relates to the Street/Road listed to the left.

### Structures:

Name Street/Road

Insert the name of the Street/Road on which the structure is located. For additional locations use the Add button.

Existing Structure No.

Insert the existing structure number this resolution covers, if no current structure insert n/a.

Route

Insert the Route number on which the structure is located.

Location

Insert the location of the structure.

Feature Crossed

Insert the feature the structure crosses.

1

Insert a description of the major items of work of the proposed improvement.

2

Insert the dollar value of the resolution for the proposed improvement to be paid for with MFT funds in words followed by in the same amount in numerical format in the ().

### Instructions for BLR 09110 - Page 2 of 2

Name of Clerk	Insert the name of the LPA clerk.
LPA Type	Insert the type of clerk based on the LPA type. Types to choose from are: County, City, Town or Village.
Name of LPA	Insert the name of the LPA.
Governing Body Type	Insert the type of administrative body. choose Board for County; Council for a City or Town; President and Board of Trustees for a Village or Town
Name of LPA	Insert the name of the LPA.
Date	Insert the date of the meeting.
Day	Insert the day Clerk is signing the document.
Month, Year	Insert the month and year of the Clerk's signature.
Seal	The Clerk shall seal the document here, if required. If a seal is required, electronic signatures should not be used.
Clerk Signature	Clerk shall sign here.
Approved	The Department of Transportation shall sign and date here once approved.

**A minimum of three (3) certified signed originals must be submitted to the Regional Engineer's District office OR email PDF completed form with electronic signatures to your local District LRS office.**

Following IDOT's approval, distribution will be as follows:

Local Public Agency Clerk  
Engineer (Municipal, Consultant or County)  
District