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DeKalb County Government
Sycamore, Illinois

**Highway Committee Minutes
November 4, 2021**

A public meeting of the Highway Committee of the DeKalb County Board was held on Thursday, November 4, 2021, at 6:00pm.

Chairman Plote called the meeting to order at 6:02pm and called for the roll. Committee members present were Ms. Emmer, Vice Chair Luebke, Mr. Osland and Ms. Willis. Mr. Deutsch and Ms. Jones were absent. The County Engineer, Mr. Nathan Schwartz and Mr. Wayne Davey, Support Services Manager were also present.

APPROVAL OF AGENDA:

Motion made by Ms. Willis to approve the agenda as presented. Ms. Emmer seconded that motion. The motion to approve the agenda passed unanimously.

APPROVAL OF MINUTES:

Ms. Willis moved and Vice Chair Luebke seconded a motion to approve the minutes of the regular October 7, 2021 meeting. The motion passed unanimously.

PUBLIC COMMENTS: None

RESOLUTION #R2021-131: FUND BALANCE RESOLUTION

Mr. Schwartz explained to the Committee that from time to time governmental entities have their fund balances scrutinized by concerned tax payers to see if they are taxing needlessly just to build up fund balances. It is generally accepted that a fund balance equal to or less than 2.5 times your average expenditures over the last three years is an adequate amount of funds to have on hand. While this rule may be appropriate for funds with similar expenditures each year, capital funds are a different issue. The Highway Department's Federal Highway Matching Tax budget is utilized for capital projects. In order for this Department to pay for a project we must save up and when we have a sufficient amount saved for a programmed project, we spend it down. During the years of saving up, the fund balance would often exceed the accepted 2.5 Miller Ratio causing the County to be drawn into legal proceedings questioning the reason for such a high balance. This resolution identifies current and future funding for highway and bridge projects that our Federal Highway Matching Tax has been programmed for and therefore should not be considered as excess funds when reviewing that particular

balance. In consultation with the County Administrator it has been determined this resolution will be prepared on an annual basis and is a good tool to keep the Community informed as to where their tax dollars are being spent. Mr. Schwartz recommended it be approved. **Vice Chair Luebke moved and Ms. Emmer seconded a motion to forward this Resolution to the full County Board recommending approval. The motion passed unanimously**

RESOLUTION #R2021-132: MFT GENERAL MAINTENANCE RESOLUTION FOR 2022 EXPENDITURES

Each year the County expends Motor Fuel Tax (MFT) funds received through the State's distribution formula that are collected when fuel is sold at the pumps. These funds will be utilized for scheduled maintenance projects during 2022. In order for the Department to spend any MFT funds, the County must appropriate said funds and the State of Illinois, through IDOT, must authorize the expenditure. This resolution satisfies that requirement. The County will be using MFT funds for a portion of the salary paid to the maintainers while they are performing maintenance functions on the road. When not working on the road, their salary is paid with local highway tax dollars. MFT funds cannot be utilized for administration or engineering staff as they do not perform maintenance functions per IDOT's definitions on the County's roadways. MFT funds will also be used for winter maintenance materials (salt), equipment rental, seal coat operations and pavement striping for the coming year. The total funds requesting to be appropriated are \$1,862,700.00, broken out as salary \$737,200; equipment rental \$500,000; winter maintenance \$400,000; seal coat operations \$115,000; and pavement striping \$110,000. Mr. Schwartz recommended approval of this resolution. **Mr. Osland moved and Ms. Willis seconded a motion to forward the resolution to the full County Board recommending approval. Motion passed unanimously.**

RESOLUTION #R2021-133: AMENDED MFT APPROPRIATION RESOLUTION #R2021-24

The County appropriated RBI funds during their April meeting for our Chicago Road and South First Street/Perry Road/Waterman Road projects. Now that these projects are nearing completion the County is in a position to appropriate the actual amounts needed for each project. No additional funds are being appropriated; funds are being appropriated in different amounts to these two projects. In April the County Board appropriated \$2,303,622.00 in RBI funds to the South First Street/Perry Road/Waterman Road project. This resolution reduces that amount to \$1,607,177.00. For the Chicago Road project this resolution appropriates \$696,445.00 in RBI funds and \$87,258.00 in regular MFT funds. Mr. Schwartz recommends approval of these resolutions. **Ms. Emmer moved and Vice Chair Luebke seconded a motion to forward the resolution to the full County Board recommending approval. Motion passed unanimously.**

CHAIRMAN'S COMMENTS: Chairman Plote wanted to remind everyone that even when you are behind a slow moving agriculture vehicle or piece of equipment, no passing zones are still in effect. Chairman Plote stated he received word that a school bus was involved in an accident while passing a combine in a no passing zone and was trying to avoid a head-on collision.

COUNTY ENGINEER'S COMMENTS:

The transportation improvement progress report was reviewed with the Committee.

- Peace Road Bridge widening engineering is moving ahead and stands at 18% complete.
- Plank Road Study is moving ahead with the ESR now complete. This project stands at 24% complete.
- Suydam Road Bridge replacement stands at 85% complete.
- Twombly Road upgrade is progressing and stands at 95% complete. This project should be wrapped up shortly.
- Waterman Road, Phase 4 (hot-mix paving) is now 100% complete.

For a legislative update, Springfield is done for the year and will come back in January and stay until the first part of April. At the Federal level, work continues on the infrastructure funding. Negotiations continue.

DSATS is considered a planning organization and receives funding to plan and provide help to plan for the needs of the community in which it serves. Our MPO involves DeKalb, Sycamore and Cortland areas. The County is involved in this planning group because County roads intersect the boundaries of the MPO. Federal urban funds are allocated to the MPO to be distributed among the different entities to aid with their transportation needs. Mr. Schwartz shared a chart with the Committee showing the history of funding and how it is distributed since DSATS was established. Since DeKalb County has been put in charge of DSATS funding, distribution has become much more equitable with all agencies receiving a fair amount of project funding. This trend will hopefully continue as DSATS moves into the future.

The 2021-2022 State Salt contract was finally released by the Central Purchasing Office. The County was in a position to renew our 2020-2021 contract for no more than a 10% increase over our current price of \$42.55. The State realized that Cargill was not meeting their disadvantaged business enterprise participation (DBE) rate assigned to this contract. Therefore, the State cancelled their contract. Upon further review it was learned that none of the salt contractors were meeting their DBE requirements and all salt contracts were cancelled and everyone in the State would have to rebid their contracts. DeKalb County was fortunate as our rebid price was \$56.99 a ton. We were expecting it to be quite higher. For delivery to our Waterman shop the price is \$65.19 a ton. These contracts were handled by the State on our behalf.

Our 2021 plow truck finally arrived. Now we have to wait for a slot to send it to Monroe to have the box, plow, wing, etc installed. We are not expecting that to happen prior to December 31st.

The County's Truck Access Route Program (TARP) applications for 2023 have been accepted by Springfield. Our initial applications were due Friday, October 15th but due to the ransomware situation we were unable to complete the applications until Tuesday, October 19th. IDOT was informed of our unexpected situation and updated on our likelihood of submitting application prior to the deadline several times prior to the deadline. However, Springfield had previously denied our applications due to not meeting their October 15th deadline. Intervention by our County Administrator with conversations with our legislators may have led to Springfield's reversal and acceptance of our applications. Now we will wait to see if our applications get approval for our requested \$868,140.00 in TARP funding.

ADJOURNMENT: Chairman Plote asked if there was any additional items that needed to be presented tonight and hearing none asked for a motion to adjourn. **A motion was made by Mr. Osland, seconded by Vice Chair Luebke and passed unanimously.** The meeting was adjourned at 6:54pm.

Respectfully Submitted,

Roy Plote
Chairman