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DeKalb County Government
Sycamore, Illinois

**Highway Committee Minutes
February 3, 2022**

A public meeting of the Highway Committee of the DeKalb County Board was held on Thursday, February 6, 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 joined the meeting at 6:04pm. Ms. Jones was absent. The County Engineer, Mr. Nathan Schwartz, Mr. Wayne Davey, Support Services Manager and one other guest were also present.

APPROVAL OF AGENDA:

Motion made by Mr. Osland and seconded by Vice Chair Luebke to approve the agenda as presented. Motion passed unanimously.

APPROVAL OF MINUTES:

Ms. Willis moved and Ms. Emmer seconded a motion to approve the minutes of the regular January 6, 2022 and special January 19, 2022 meetings. Motion passed unanimously.

PUBLIC COMMENTS: None

RESOLUTION #R2022-05: INTERGOVERNMENTAL AGREEMENT FOR ENGINEERING SERVICES FOR MAINTENANCE PROJECTS WITH THE VILLAGE OF MALTA

Mr. Schwartz briefed the Committee on this intergovernmental agreement. This agreement is similar to the agreements presented back in 2020 and deal with the County performing engineering services for the municipalities located within DeKalb County. In order for these entities to utilize MFT funding for local engineering services IDOT must have a signed agreement on file. This agreement, like the previous agreements, will be in effect until changes are required and will not have to be approved on an annual basis. Mr. Schwartz recommended its approval. **Ms. Emmer moved and Ms. Willis seconded a motion to forward the resolution to the full County Board recommending approval. Motion passed unanimously.**

RESOLUTION #R2022-06: INTERGOVERNMENTAL AGREEMENT WITH THE VILLAGE OF KIRKLAND FOR USE OF FEDERAL FUNDS FOR PRELIMINARY ENGINEERING FOR PEARL STREET BRIDGE

Mr. Schwartz explained that the Village of Kirkland will be replacing the Pearl Street Bridge during 2024. That project has been awarded an Illinois Special Bridge Program grant for the construction and construction engineering of that bridge. The Village has requested that they be allowed to utilize the County's allotment of Federal Surface Transportation Block Grant Program funds to reimburse 80% of the eligible preliminary engineering services costs. Prior to that happening it is always a good practice to have an agreement in place so both parties are clear on the procedures and just how the funding will work. This agreement spells out that the Village will be allowed access to the County's funding. In order to receive the funding, the Village must pay all invoices submitted for services by the engineering firm of TranSystems Corporation. After payment, the Village will submit a copy of the paid invoice to the County; the County will then request reimbursement from the State. When the funds are received from the State, the County will then forward those funds back to the Village of Kirkland. Because these funds are allocated to the County, the County must be the entity to request and receive said funds. Mr. Schwartz recommended approval of this resolution. **Vice Chair Luebke moved and Ms. Willis seconded a motion to forward the resolution to the full County Board recommending approval. Motion passed unanimously.**

RESOLUTION #R2022-07: ENGINEERING AGREEMENT FOR PHASE I AND II PRELIMINARY ENGINEERING SERVICES FOR THE REPLACEMENT OF THE PEARL STREET BRIDGE IN THE VILLAGE OF KIRKLAND

The Qualification Based Selection (QBS) process was completed by the County and the Village of Kirkland to select the most qualified firm to perform preliminary engineering services in conjunction with the replacement of the Pearl Street Bridge in the Village of Kirkland. This process considered several firms desiring to perform the requested services and the most qualified firm in this situation was deemed to be TranSystems Corporation from Schaumburg, Illinois. They will perform the requested service for the amount not to exceed \$396,302.00. If not all services are needed that are specified in the agreement, then of course this price will decrease. The payment for these services will be accomplished by utilizing the County's allotment of Federal funds and the Village of Kirkland's local funds. There are no County funds associated with this agreement other than in-kind administrative cost. Mr. Schwartz recommended approval of this resolution. **Ms. Willis moved and Mr. Deutsch seconded a motion to forward the resolution to the full County Board recommending approval. Motion passed unanimously.**

ANNUAL BRIDGE INSPECTIONS:

The Committee was informed at their January meeting that the County's bridge inspector retired from the County after 40 years of employment. The County did not charge the townships or municipalities for their inspections as the County was doing those inspections in house. Now, until a qualified inspector can be hired, this service will have to be contracted out. Last month it was discussed to pass on this additional cost to the appropriate governmental entity on a shared basis. For this year, the County would absorb 100% of the cost. For 2023, the County would be responsible for 75% of the cost and for years 2024 and beyond, the cost would be shared at 50%/50%. **The Committee, by consensus, agreed with this recommendation to pass along a shared cost for inspections until the County can perform this service again in house.**

CHAIRMAN'S COMMENTS: Chairman Plote asked the County Engineer about the fiber being placed in the State's right-of-way along State Route 23. His concern is the farm tile currently located there is more than likely being damaged by this process. The results of any damage will not be discovered for several years and Mr. Plote would like to know who will be responsible for the damage when and if discovered. Mr. Schwartz indicated that when such activity is performed within any County right-of-way, the owner of the utility placed that caused the damage would be responsible. The County also makes it clear to the utility company that they need permission from the underlying property owner as well as the highway authority having jurisdiction over the roadway prior to placing the utility. In this case, contact should be made with the State to see what conditions were in place that allowed the utility company to place the utility in the right-of-way and what their permit states about damaged tile. Mr. Schwartz stated he would assist in that process but any remedies needed would have to be worked out between the state and the property owner effected by the damaged tile.

COUNTY ENGINEER'S COMMENTS:

Mr. Schwartz stated that due to an anticipated heavy County Board agenda for this month his annual report will be presented during March's meeting.

The transportation improvement progress report was reviewed with the Committee.

- The preconstruction meeting for the New Lebanon Road bridge replacement will be held Monday, February 7th.

- North First Street paving project scheduled for this year stands at 100% complete for the preliminary engineering and 90% complete for the design engineering. This project is from Bethany Road north to Old State Road.

- Peace Road Bridge widening engineering is still on schedule for a 2023 construction.

- Somonauk Road culvert replacement/extensions stand at 100% complete for both preliminary and design engineering. Land acquisition is the next step to begin.

- Suydam Road paving project between Illinois Route 23 west to Rollo Road

stands at 100% complete for preliminary engineering and 90% for the design engineering. It is on schedule to be completed this year utilizing TARP funding making this segment of Suydam Road an 80,000 pound truck route.

The QBS process is underway for three bridge projects. Statements of Interests are due from interested engineering firms by Monday, February 14th. These are for Rollo Road, Perry Road and Pritchard Road bridge related projects. The County is doing the Environmental Survey Request in house to speed the process.

For a legislative update, this being an election year means a shorter session in Springfield. Mr. Schwartz is a member of the Legislative Committee of the Illinois Association of County Engineer's and that Committee will monitor bills that will affect transportation issues as they arise. Mr. Schwartz will keep the Committee informed as needed. As of this month, not much to report from Washington.

The Department will be replacing our big scanner/printer this year that is used for full scale construction plans. We have had our current scanner for over nine years and it was purchased as a used one. Parts are no longer available for our current scanner. This purchase is estimated to be \$15,000.00.

The Department will also be contracting out services for plans and plats for Somonauk Road south of Chicago Road to the bridge. ComEd will be placing additional poles in the right-of-way this summer. The County is planning on reshaping the ditches in that area. In order to have ComEd place these additional poles where they will not require relocation when our construction is completed new plats will be required. The same firm that prepared the plans for the bridge is being used as they have most of the information needed and can complete the needed documents in a six week turn around.

The County Engineer will be participating in NIU's Job Fair, February 16th. Unfortunately this will be a virtual one. Hopefully the Department will get some good candidates for our vacancies.

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 Vice Chair Luebke, seconded by Mr. Osland and passed unanimously.** The meeting was adjourned at 6:55pm.

Respectfully Submitted,

Roy Plote
Chairman