



**TRI-COUNTY REGIONAL PLANNING COMMISSION**

456 FULTON STREET, SUITE 420  
 PEORIA, IL 61602  
 Phone: 309-673-9330 FAX: 309-673-9802  
[www.tricountyrpc.org](http://www.tricountyrpc.org)

**Ways & Means Committee.....4:30p.m., January 26, 2017**  
**FULL COMMISSION.....5:30p.m., January 26, 2017**

**MINUTES**

- 1. Call to Order, Welcome, Recognition of Audience**  
 Chairman Van Winkle called the meeting to order at 5:30 p.m.

**2. Roll Call**

Commissioner	P	A	Commissioner	P	A
<b>Jim Miller</b> IDOT	excused		<b>Russ Crawford</b> Tazewell Co.	x	
<b>Stan Glazier</b> Woodford Co.		x	<b>Brett Grimm,</b> Tazewell Co.	x	
<b>John Delaney,</b> Woodford Co	excused		<b>Nancy Proehl,</b> Tazewell Co	x	
<b>Mike Hinrichsen,</b> Woodford Co...	excused		<b>Seth Mingus</b> Tazewell Co.	x	
<b>Jason Jording</b> Woodford Co.		x	<b>Don Gorman,</b> Peoria Co.	x	
<b>Richard Hill</b> Woodford County	x		<b>Phil Salzer</b> Peoria Co...	x	
<b>Bryant Kempf,</b> Woodford Co	x		<b>Matthew Bender,</b> Peoria Co.	excused	
<b>Randy Roethler,</b> Woodford Co.		x	<b>Clinton Drury,</b> Peoria Co.	x	
<b>Sue Sundell</b> Tazewell Co	x		<b>Michael Phelan</b> Peoria Co...	excused	
<b>Tim Neuhauser</b> Tazewell Co	excused		<b>Paul Rosenbohm</b> Peoria Co...	excused	
<b>Darrell Mesinger</b> Tazewell Co.	x		<b>Steve Van Winkle</b> Peoria Co.	x	

Staff present: Hannah Martin, Eric Miller, Ryan Harms, Ray Lees, and Cindy Fletcher. Also: Bruce Carmitchel-IDOT

- Notice of appointment to Full Commission of Matthew Bender of Peoria County for a 1 year term.
- Notice of reappointments to Full Commission of Clinton Drury, Donald Gorman, Michael Phelan, Paul Rosenbohm, Phil Salzer, and Steve Van Winkle of Peoria County for a 1 year term.
- Notice of appointments to Full Commission of Bryant Kempf, Stan Glazier, Randy Roethler, and Richard Hill and reappointment of Mike Hinrichsen and John Delaney of Woodford County for a 1 year term.

Debbie Ulrich read the above appointments. Van Winkle welcomed them to Full Commission of Tri County Regional Planning Commission.

Van Winkle welcomed Ray Lees the new Planning Program Manager and staff.

**3. Public Input-none**

**4. Approval of October 27, 2016 Minutes**

Sundell moved to approve the October 27, 2016 minutes and Grimm seconded. Motion carried.

## 5. Executive Director report

- Miller reported on hiring Ray Lees and what he will contribute to TCRPC, and hiring 2 additional planning positions. He also mentioned of having a Commission orientation next month for the new members.
- Miller also updated that on Feb. 6 the Personnel committee will meet and discuss the employees Health Insurance.
- PLBA pending agreement is with the ACOE legal system for review. A signing ceremony with the Corp will be in February.
- PPAUTS MOU is still having issues with the definition of the organizations duties. This has been going on for 8 to 9 months. Miller has a meeting with Mayor Rainson next Wednesday to discuss.
- Miller reported that Special Transportation studies have extra money for special projects.

## 6. Nominations Committee Report

- a. Resolution 17-30 Appointment of member as Treasurer of Executive Board and Chairman of Ways & Means, and Woodford County member to Executive Board from Woodford County. *(Handout)*  
Crawford moved to approve Resolution 17-30 Appointment of John Delaney as Treasurer of Ex Board and Chairman of Way & Means and Stan Glazier to Executive Board and Gorman seconded. Motion carried.

## 7. Ways and Means Report

- a. Motion to approve Resolution 17-23 for October/ November/ December Financial Statements and Billings  
Proehl moved to approve Resolution 17-23 for October/November/December Financial Statements and Billings and Drury seconded. Motion carried.  
Fletcher updated on the following:
  - October our net income was down \$3,853 due to staff leaving mid month, and in November it was down from October due to a staff member left at the end of the month. December Operating cash was \$465,392, account receivables were \$49, 120 and payables were \$1,030. December revenue was 39,765, expenses \$43,931 with a net loss of \$ 4,166. Operating revenue was down due to reduced staff and 19 work days and 3 holidays. Operating expenses were down for November due to staff salaries and related expenses plus quarterly sick time conversion. Over all December was not the best month due to lack of staff and holidays.
  - Miller updated on the staffing concerns and that 2 offers are out for replacing the 2 Planner positions.
  - Miller talked about the situations of not having a credit card and having to place purchases on his personal card. Will prepare policy and bring back next month.
  - Crawford asked that Sundell and Gorman be included in the discussion of a credit card.
- b. Motion to Approve Resolution 17-28 Signatories for TCRPC at South Side Bank  
Proehl moved to approve Resolution 17-28 Signatories for TCRPC at South Side Bank and Salzer seconded. Motion carried.

## 8. Administration

- a. Motion to approve Resolution 17-27 to enter into contract with The Cleaning Source janitorial contract  
Grimm moved to approve Resolution 17-27 to enter into a contract with The Cleaning Source for janitorial services and Gorman seconded. Motion carried.  
Gorman questioned if bids where done and insurance checked and Debbie Ulrich said yes.

## 9. Transportation

- a. Discussion of TCRPC-PPUATS Cooperative Agreement
  - Miller discussed the TCRPC-PPUATS Cooperative Agreement.
  - Bruce Carmitchel explained concept of the agreement. He said the Office of Chief Council is reviewing the changes at this time.
  - Van Winkle explained the responsibilities of funds being spent is consistent with the MOU and Coop agreement.
  - Miller said the document is under review with FHWA and that PPUATS is the MPO.
  - Jording commented this is not clear cut. Need an organizational chart of duties and responsibilities. Miller said he will create one.

- b. Motion to approve Resolution 17-29 Enter into contract with selected consultant for the Greater Peoria Multimodal Freight Growth Study for an amount not to exceed \$37,200  
 Proehl moved to approve Resolution 17-29 entering a contract with selected consultant for the Greater Peoria Multimodal Freight Growth Study for an amount not to exceed \$37,200 and Gorman seconded. Motion carried.
- Harms explained the contract of the Special Project Transportation Multimodal study in the Pekin area, which we received 10 responses.
  - Proehl asked for him to explain the freight growth
  - Harms said the 1<sup>st</sup> step is to get a feel that the regional freight growth is adequate.
  - Carmitchel said to contact the State of Illinois freight plan.
  - Crawford suggested checking with Chuck Yeager on the PORT studies.

**10. Land Use Planning**

- a. Motion to approve Resolution 17-24 to enter into and implement a contract for Planning and Zoning Services for Woodford County  
 Sundell moved to approve Resolution 17-24 to enter into and implement a contract for Planning and Zoning Services for Woodford County and Gorman seconded. Motion carried.
- b. Motion to approve Resolution 17-25 to enter into and implement a contract for Planning and Zoning Services for Tazewell County.  
 Crawford moved to approve Resolution 17-25 to enter and implement a contract for Planning and Zoning Services for Tazewell County and Salzer seconded. Motion carried.

**11. GIS**

- a. Motion to approve Resolution 17-26 purchase of computer equipment  
 Sundell moved to approve Resolution 17-26 purchase of computer equipment and Grimm seconded. Motion carried.  
 Miller explained the need of a new plotter.

**12. Executive Session**

**13. Any action coming out of Executive Session**

**14. Other**

Sundell brought up maybe changing the date in December for the Full Commission meeting. Had lack of quorum last December. Do research of County Board and committee meetings so no conflict. Maybe have Executive Board in December and not Commission. Will discuss in February Executive Board meeting.

**15. Adjournment**

Drury moved to adjourn at 6:30 pm and Gorman seconded. Motion carried.

Respectively submitted:  
 Eric Miller  
 Executive Director  
 Recorded and transcribed by: Debbie Ulrich

**February 2017 MEETING SCHEDULE**

<b>PPUATS Policy Committee</b>	<b>Wednesday, February 1</b>	<b>9:00 a.m.</b>
<b>Executive Board- Note Date change</b>	<b>Monday, February 13</b>	<b>5:30 p.m.</b>
<b>PPUATS Technical Committee</b>	<b>Wednesday, February 15</b>	<b>9:00a.m.</b>
Ways & Means	Thursday, February 23	4:30 p.m.
<b>FULL COMMISSION</b>	<b>Thursday, February 23</b>	<b>5:30 p.m.</b>

Meetings are held at the offices of the **Tri-County Regional Planning Commission**, 456 Fulton Street, Suite 401, Peoria, IL 61602, (309) 673-9330, unless otherwise noted, and are subject to change.