

Road and Bridge Committee
Woodford County Highway Department – Roanoke IL
Monday, March 8, 2021
MINUTES
8:00 A.M.

1. Call meeting to order

Chairman Hill called the meeting to order at 8:00 AM

2. Roll Call.

Richard Hill, Dan Steffen, Barry Logan, Donald Tolan, and David Meinhold all present. Also present are the Woodford County Engineer Conrad Moore, Board Chairman John Krug, Board member Jerry Smith and Highway Maintenance Foreman Kirk Malec.

3. Review meeting minutes of regular meeting on February 8, 2021.

Motion to approve February 8, 2021 minutes made by Meinhold, seconded by Tolan. *Motion passed.*

4. Review and consider minutes of past Executive Sessions.

None

5. Public comment.

None

6. Consider claims for the March 16, 2021, Board meeting

Motion to approve March 16, 2021 claims made by Steffen, seconded by Logan. It was asked if we were locked into fuel prices, which we are. The price went up .25 cents from last year, making the price in the mid \$2.00 range. This is for straight #1 and #2 diesel, and gasoline, no bio. The title work is for highway 13. They are working on the plans from Rt 24 to the cross road and plans from south of the Highway Dept. to route 116. The construction is covered by a grant. *Motion passed.*

7. Old Business:

None

8. New Business:

(a) Discuss and act on Woodford County Culvert bids, Section 21-00000-04-GM.

Motion to approve the low bid from Contech for \$10,519.20 for Section 21-00000-04 GM. There are specifications for the culverts and Contech meets all those specifications. It was asked how we handle a culvert that is not anticipated. We keep an inventory and if we run out Contech honors the price they have given us. *Motion passed.*

(b) Discuss and act on cold patch quotations.

Motion to approve cold patch quotes not to exceed \$10,000 made by Logan, seconded by Tolan. The prices did not go up from last year. Last year we used about 45-50 ton. We get the cold patch from the closest location to where the work is being done. *Motion passed.*

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(c) Discuss and act on purchase of new pick-up truck.

Motion to approve the low bid from Bob Ridings for \$28,471.00 for a new pick-up truck made by Steffen, seconded by Meinhold. This includes trading in the old pick-up truck. It was asked about the bids from local dealerships. In the past they haven't had good luck with the local dealerships matching the state bids, nor provide the specifications of what we wanted. The committee felt that the local dealerships should have the opportunity to match the state bid. Since we know what the state bid is, it was felt that we could contact local dealerships and ask them if they can match it. The warranty on the pick-up will cover it no matter where it is taken should a repair be needed. Motion to amend original motion to not exceed \$28,471.00 made by Steffen, seconded by Logan. *Motion passed.*

Approval of motion as amended – *Motion passed.*

(d) Discuss and act on construction engineering agreement with Maurer-Stutz, Inc. for Worth Township MFT Section 20-17150-77-BR.

Motion to approve the construction engineering agreement with Mauer-Stutz and not exceed \$20,397 made by Tolan, seconded by Meinhold. A bridge in Worth township needs some work done. Worth township plans on using MFT funds for this project. Township is using RBI funds from the state (Rebuild Illinois Funds). We are a little understaffed for the project since it was not programmed during budgets last year. *Motion passed.*

9. Other:

New Shop Building (Field Trip)

Plans with different options were presented to the committee.

Option 0 – put the new building where existing shop is. Shop would be 80 feet wide and 185 feet long. It would increase the current storage capacity by 2,300 square feet. The storm drains are indicated on the plans. This is probably the least desirable plan. The committee would like to keep the shed for cold storage.

Option 1 – Same footprint as Option 0 – this would connect to the south end of the ESDA building. It was recommended that 6 feet be left between the two buildings. It was recommended by builders that 20 feet be left between the two buildings for construction purposes. This would be giving up 15 feet of ground for future use. Gap between two buildings can be tricky with snow drifting between the two buildings. In the past we have tried to stay away from attaching to a building as the roof alignment and attachment can be tricky. There are village set back requirements that we have to follow. They could take some of the parking area if needed. Tying the two building together gets complicated. Need to have some kind of walkway between the two buildings.

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Option 1A – shifts the building shown in Option 1 20 feet to the south.

Option 2 – narrows the building shown in Option 1 to 55 feet. Committee does not like this idea at all.

Option 3 – same set back as ESDA, and shifts the building East to West orientation. This option loses about 45 feet of use as the building would be 140 feet long instead of the 185 feet long. The committee does not want to lose any storage area.

Option 4 – putting the new building where the cold storage currently is. This would be 70 feet long and 160 feet wide. This would take out the scale and scale house.

It was stated that option 1A and 4 would be the best option. The only problem with option 4 is that all water drains around that building. With the cinders, the floor would always be a mess and the building would be hard to keep dry.

The committee went for a walk around the grounds to have visual placement of the new building. Discussion on adding another entrance. It would be best to have available parking for the crew right at the building. Option 4 would have to have several things moved. A big rain sometimes has water in the building. Discussion on what is in each building. Discussion on best option for placement of building.

The committee agrees that option 1 A is the best option, and not connect the two buildings. They will ask for a variance with the Village of Roanoke to move 20 feet to the west and 10 feet to the south. Mr. Steffen has offered to approach the Village of Roanoke for the variance. The cost estimated for Option 0 was between \$2.1 and \$2.2 million. But that cost included breaking up and removing concrete and tearing down buildings. Extending utilities to the new building should not be a problem. Discussion on the ceiling height – if it is not a flat ceiling, can get as high as 21 feet in the center. This height would allow the truck bed to be lifted for cleaning. Discussion on the doors – how wide and type. It was discussed that 16 feet high and 14'-3" wide doors would be sufficient. Discussion on new high power doors. Steel and lumber factor into cost and they are both high right now. The bigger the door the higher price due to the structure and support needed. Can have doors of different height. This is a detail that can be determined down the road. Need to get the variance first and then discuss details.

Personnel Update

Glenn Fischer will be retiring April 2nd. He has been with the Highway Dept. for 22 years. They will be hiring a new highway maintainer. The Highway Dept. will hold an open house in honor of Mr. Fischer. They will also be hiring an engineering tech. A few have been interviewed and a decision will be made soon.

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Update on Asset Management Program Software Grant

They have received a grant for asset management software, in addition to the grant they received from PPUATS. They will be using it for culverts and signs, etc. There were 12 submittals that were scored and Cloud Point from Roanoke scored the highest. May have an agreement next month. It is an 80/20 grant.

The will be advertising for summer help shortly. Would like to hire 6. None of the summer help hired last year will be back. It was asked how they can hire 6 people and keep them 6 feet apart with Covid. Right now they are putting two people in a truck. Some employees have had a Covid shot.

10. Executive Session.

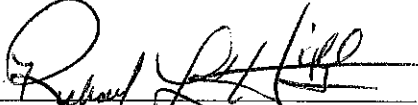
11. Action coming out of Executive Session.

12. Motion to Adjourn.

Motion to adjourn made by Meinhold, seconded by Tolan. *Motion passed.*

Meeting adjourned at 9:15. AM.

Submitted by: Deb Breyman


Richard Hill, Chairman
Road & Bridge Committee