

Road and Bridge Committee
Woodford County Highway Department – Roanoke IL
Monday, April 12, 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 and Board member Jerry Smith.

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

Motion to approve March 8, 2021 minutes made by Steffen, seconded by Meinhold. *Motion passed.*

4. Review and consider minutes of past Executive Sessions.

None

5. Public comment.

None

6. Consider claims for the April 20, 2021, Board meeting

Motion to approve April 20, 2021 claims made by Logan, seconded by Tolan. Question what the Kaskaskia Engineering Group claim was for. It was for a culvert design. It was asked about the Metamora Township claim for de-icing liquid. The township has a new de-icing liquid that the county wanted to try. This sticks to the road better than the salt and water mixture. The claim for Neff Valuation Group for an appraisal for \$2,000 was questioned. This was for one parcel appraisal. They will be appraising 8 to 10 properties. These appraisals are so that we have a fair market value for when we purchase property for CH 13 project. The committee felt that paying \$2,000 for an appraisal, and paying less than that amount to purchase the property was backwards, but we have to follow the rules and pay fair market value. For rural residential properties, we can use an established ratio for appraisals that were done for rural residential properties from when we did CH1, but the farm land needed to be appraised to establish a fair market value. *Motion passed.*

7. Old Business:

None

8. New Business:

- (a) Discussion and act on Woodford County and Various Townships Seal Coat bids, Section 21-XX000-15-GM.

Motion to accept the low bid and award the contract to Steffens 3D for seal coat for the various townships made by Meinhold, seconded by Tolan. Steffens 3D was about 8% under the estimate. *Motion passed.* Mr. Steffen abstains from voting.

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- (b) Discuss and act on Various Townships Calcium Chloride bids, Section 21-XX-000-01-GM

Motion to accept the low bid and award the contract to Sicalco Ltd. For calcium chloride made by Logan, seconded by Tolan. The same company bids every year with very little fluctuation in their price. *Motion passed.*

- (c) Discuss and act on Cazenovia Township Aggregate Surface bid, Section 21-01000-01-GM

Motion to accept the low bid and award the contract to Steffens 3D for aggregate for Cazenovia Township made by Logan, seconded by Meinhold. They will deliver and install the aggregate. *Motion passed.* Mr. Steffen abstains.

- (d) Discuss and act on Panola Township Aggregate Surface bid, Section 21-13000-01-GM

Motion to accept the low bid and award the contract to Steffens 3D for aggregate for Panola Township made by Tolan, seconded by Logan. This bid is a little higher because the township wants white rock used. The township will be using their MFT funds for this project. *Motion passed.* Mr. Steffen abstains.

- (e) Discuss and act on Roanoke Township Aggregate Surface bid, Section 21-15000-01-GM

Motion to accept the low bid and award the contract to Steffens 3D for aggregate for Roanoke Township made by Tolan, seconded by Meinhold. The price difference between Panola and Roanoke is that Roanoke is having the whole job done, spreading, rolling, grading, etc., while Panola is just having a drag box. Prevailing wage has to be paid. *Motion passed.* Mr. Steffen abstains.

- (f) Discuss and act on bids for Worth Township Bridge Painting, Section 20-17150-77-BR

Motion to accept the low bid and award the contract to Era Valdivia Contractors, Inc. for painting the bridge located on Northfork Road in Worth Township made by Meinhold, seconded by Logan. This project will be paid out of the township's MFT and Rebuild Illinois Funds. The County is not contributing any funds. *Motion passed.*

- (g) Discuss and act on bids for Olio/Palestine Township Culvert, Section 20-11148-00-DR/21-12136-00-DR

Motion to accept the low bid and award the contract to Knapp Concrete for the culvert replacement made by Logan, seconded by Meinhold. This project will be split 50/50 – with the County paying 50% and the other 50% being split between Olio and Palestine Townships. That split will be based on their EAV values. *Motion passed.*

- (h) Discuss and act on Professional Services Agreement for Section 20-00175-00-AM

Motion to approve the professional services agreement with Cloudpoint Geospatial made by Logan, seconded by Steffen. The Highway Dept. was awarded a grant through IDOT to build a software program that would track the county highway assets. This grant will build on the

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smaller grant that was awarded through PPUATS for an asset program. The software is set up so that information can be added and it feeds into IDOT. We currently have a large binder with culvert information in it. Now this will all be electronic, and much more manageable. *Motion passed.*

- (i) Discuss and act on Snow Plow Truck purchase

Motion to accept the bid from Central Illinois Truck for a snow plow made by Steffen, seconded by Tolan. We received 1 bid through Sourcewell. The specs were based on what works best for the Department. In the past we have found it beneficial to have a fleet with one manufacturer. After this truck, there will be all but one International in the snow plow fleet. We will keep the spreader and front plow that are on the existing truck. Discussion on how to know if trade-in value is appropriate. Discussion on how we handled past trade-ins. There is a process that we have to follow when we sell used equipment out-right. *Motion passed.*

9. Other:

New Shop Building

A sixth storage bay has been added, but can be removed if needed. The Village of Roanoke will have to hold a public hearing and approve any variances that we are requesting. A letter will be sent to the neighbors informing them of what we are asking in the variance. If they oppose any variances, they will have to show up at the hearing and express their concerns. The Village has the final say on if we receive the variance or not. Currently the new building is only 6 feet from the existing ESDA building. It was thought that the two building would be connected in some way so that one did not have to go outside to go from one building to the other. Discussion moving the building to the south so there is more room between the new building and ESDA. Committee would like to have answer on variance by next month's meeting. It was asked about receiving the variance based upon drawings, then if we tweak the drawing, do we need to go back to get another variance approval. It was thought that is was best to ask for the minimal set back, and if it ends up being more than what was approved, we should be okay. We are not looking at changing the west set back, just the south. Discussion on price per square foot, changing some of the restrooms, breakroom, etc. to the south end of the ESDA building, and connection between the two buildings. It was felt that we needed to start looking into how we are going to plan the inside – put it out for bid for the contractor to design, or choose a contractor and work with them on our design thoughts. Either way, we will need to be specific on what we want. The design of the inside doesn't have anything to do with the variance. We need to get that variance first, then decide which way to go with the contractor.

Project Update

There are starting guardrail replacement in the southeast part of the county. If a guardrail is wrecked, we replace it with the materials we have on hand instead of using the state bids. We then bill the insurance company for that work.

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10. Executive Session.

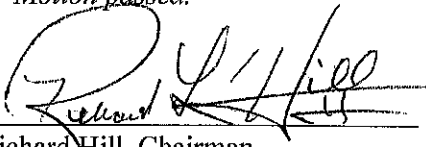
11. Action coming out of Executive Session.

12. Motion to Adjourn.

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

Meeting adjourned at 8:56. AM.

Submitted by: Deb Breyman


Richard Hill, Chairman
Road & Bridge Committee