1. Call meeting to order…………………………………………Richard Hill, Chairman

2. Roll Call.
   Road and Bridge – Richard Hill, Dan Steffen, Dave Meinhold, Nick Miller, Donald Tolan
   Finance - John Krug (ch.) Chuck Nagel, Autum Jones, Ansel Burditt, David Meinhold

3. Review meeting minutes of regular meeting on August 16, 2022.
   (a) Approval of August 16th meetings (Road and Bridge)
   (b) Approval of August 9th meeting (Finance)

4. Review and consider minutes of past Executive Sessions.

5. Public comment.

6. Old Business:
   (a) Approval of Ordinance 2021/22 #013 Authorizing the use of ARPA Fund for Various
       Project/Purchases

7. New Business:
   (a) Budgets (Highway Fund 001, Bridge Fund 002, Matching Fund 003)
   (b) Consider commitment of local funds for TCRPC set-aside program for resurfacing.
   (c) Discuss and act on a supplemental engineering agreement with Maurer Stutz for County
       Highway 13, Section 16-00091-02-RR.
   (d) Discuss and act on Change Order for Knapp Concrete for new building construction.
   (e) Discuss and act on support of TCRPC SS4A Grant Application.

8. Consider claims for the September 20, 2022, Board meeting
   (a) Approval of Road and Bridge September Claims
   (b) Approval of Finance Committee September Claims

9. Other:
   Next Road & Bridge meeting Tuesday, October 11, 2022

10. Executive Session.

11. Action coming out of Executive Session.

12. Motion to Adjourn.
1. **Call meeting to order**  
The meeting was called to order by Chairman Hill at 5:15 PM

2. **Roll Call.**  
Richard Hill, Nick Miller, Dave Meinhold, Dan Steffen all present. Donald Tolan is excused.  
Also present is Woodford County Engineer Conrad Moore.

3. **Review meeting minutes of regular meeting on July 11, 2022.**  
Motion to approve July minutes made by Miller, seconded by Steffen. There were no correction made. *Motion passed.*

4. **Review and consider minutes of past Executive Sessions.**  
None

5. **Public comment.**  
None

6. **Consider claims for the August 16, 2022, Board meeting**  
Motion to approve August claims made by Steffen, seconded by Miller. The claim for J.C. Dillon Inc. is for a pipe liner for Olio Township. It is 75 feet of a 42 inch pipe. The project was budgeted for and is a county/township project together.

   It was asked if the drug testing was done for the CDL drivers. It is, along with testing the summer help. Random drug tests are also done. *Motion passed.*

7. **Old Business:**  
None

8. **New Business:**  
None

9. **Other:**  
An update on the new building was given. They are working on putting the plumbing in. The floor may be poured in a couple weeks. There is no projection on the completion date. We are behind as far as the timeline presented at the beginning of the project projected, but it was an aggressive timeline. Some of the delay has been because of supply chain delays. Once the building comes, the project will move fast. We have had no problem with contractors not honoring their bids because of supply chain issues.

10. **Executive Session.**

11. **Action coming out of Executive Session.**

12. **Motion to Adjourn.**  
Motion to adjourn made by Steffen, seconded by Miller. *Motion passed.*

Meeting adjourned at 5:20 PM.

Submitted by: Deb Breyman

______________________________
Richard Hill, Chairman  
Road and Bridge Committee
1. Call to Order
The meeting was called to order by Vice-Chairman of the County Office Committee Richard Hill at 5:00 PM.

2. Roll Call
County Offices - Autum Jones (ch), Nathan Schertz (arrived at 5:22), Richard Hill, Chuck Nagel all present. Al Durst is excused.
Finance - John Krug (ch.) Chuck Nagel, Autum Jones, Ansel Burditt, David Meinhold all present.

3. Approval of Minutes
   a. Approval of July 12, 2022 Regular Meeting (County Offices)
      Motion to approve July 2022 minutes made by Nagel, seconded by Jones. Motion passed.
   b. Approval of July 12, 2022 Regular Meeting (Finance Committee)
      Motion to approve July 2022 minutes made by Burditt, seconded by Krug. Motion passed.

4. Public Input
Tara Wilkey, 302 Gilman, Secor addressed the committee regarding the ARPA funds. The Village of Secor has asked for project consideration within the Village. She wants to keep the Village's projects on our radar as they are needed. She was asked what other agencies the Village has reached out to - they have tried to get a grant through the EPA, but did not receive any funds. They have not reached out to the state representatives. It was suggested that they reach out to the representatives and see what they can offer.

5. Approval of Claims
   a. Approval of County Office August claims
      Motion to approve August claims made by Nagel, seconded by Jones. No discussion on the claims. Motion passed.
      County Board Per Diem – Roll Call Vote
      There was one per Diem for Mr. Meinhold for $320. Motion to approve Meinhold per Diem made by Nagel, seconded by Jones. Roll call vote - Nagel – yes; Jones- yes; Hill – yes. Motion passed.
   b. Approval of Finance August claims
      Motion to approve August claims made by Burditt, seconded by Krug. There was no discussion on the claims. Motion passed.

6. Treasurers Report
The Treasurer handed out the most recent sales tax report. We continue to receive more funds than previous years. She has no concerns with any of the accounts. The one remaining revolving loan continues to pay on time. It was asked when that would end and it is believed it is in 2025. She has estimated page 1 of the budget, but will have more defined figures in Sept. It was asked where the monthly payments from the one remaining revolving loan go, and they are put into the General Fund.

7. Appointments (County Offices)
   a. Appointment of John Bellisario to the Caterpillar Trail Public Water District for a 5 year term expiring August 1, 2027.
   b. Appointment of Erik Brewer to the Woodford County Housing Authority for a 1 year term expiring June 30, 2023
   c. Reappointment of Lynn Stoller to the Panther Creek Drainage District for a 3 year term expiring the first Tuesday of September 2025.
      Motion to approve A, B, and C appointments made by Nagel, seconded by Jones. Motion passed.
8. Budget
   a. Judicial – General Fund #150 Funds #064, #082
      No one was here to present the judicial budget. It was asked about the two extra ordinary
      expenses. The Sheriff reported that courtroom 2's does not have any impaired audio devices.
   b. Supervisor of Assessment – printing/office supplies & overtime budget
      Last month the Supervisor of Assessment presented her budget. There were some concerns with a
      few of her line item appropriations. She was asked to reevaluate those numbers and come back
      this month with an updated version. She received an estimate from Devinet regarding the
      publication at $25,000. She also reduced her over time values. Overall, with the exception of
      salaries, her budget has increased by $350 from last year. She had requested a rather large
      amount in the Assessor Fund for oblique views of Woodford County. The quote for those
      obliques came back at $125,000. Zoning was pushing for these obliques, but the Assessor and
      Zoning Administrator both felt that the cost was not worth pursuing. There was a short
      explanation on what a difference between aerial and oblique views are. Aerial views are looking
      down from the top, oblique views give you a side view of the building. There was still some
      concern with her overtime. Some of the staff is new, but the overtime should be cut down unless
      there is a staff change.
   c. County Clerk – General Fund #010, #160 Fund #065, #071
      The increase in her budget is mostly for salaries. She has increased publication cost as those have
      gone up. The election fund maintenance fund was increased incase new equipment was
      purchased. There is only one election next year, so less money was budgeted for. She has two
      things in extraordinary and is requesting ARPA fund use for them. She will be using recorder
      automation funds to get older documents scanned. Currently documents are scanned back to 1986.
      She has digital records back to 1840. She was asked about the volume of recording – it has stayed
      steady with a lot more e-recording.
   d. Public Defender – General Fund #140 Funds #100
      The increase is in salaries. He is asking for new computers with ARPA. He was asked about the
      case load. Misdemeanors have been broken out into categories, but the felonies have not. He
      stated that the felonies have increased this past year.
   e. County Board – General Fund #100, #290, #295, #310,
      Member expenses and mileage have increased slightly. She asked for a slight increase in her
      salary. Since she has taken on this job, several duties have been added with no compensation.
      When We Care was added all she had to do was attend a meeting once a month. Those duties
      have now changed and she has monthly reports to the state now that she has to do. Supplies have
      increased in cost and the upkeep of the van was increased slightly. The utilities keep going up
      and the figures put into the budget are an estimate based on what we have paid so far this year. It
      was suggested that another $10,000 be added to the gas and electric line just to be safe.
   f. Circuit Clerk – General Fund #020 Fund #063, #066, #072, #086
      The increases are in salary, publication and the audit. She has increased the overtime – cannot
      judge how much will be used as this depends on the court cases. They are looking to do weekend
      court, which will affect the overtime. Currently weekend court is being held in McLean County.
      They hope that it will continue to be in McLean County, but there is some talk that Woodford
      may have to start having weekend court.
She has asked for ARPA funds for her document storage. She has a documents storage fund. Monies in this fund come from bond money for court fines and can be used for certain things outlined in the statute. In January of 2023, bond money will no longer be collected, so she is not sure how this will affect the funds in this account. She can use some of these funds to help fund the document scanning, but doesn't want to deplete this account as she is not sure if money will continue to go into it.

The Treasurer was asked about the contingency line item. She has appropriated for all of the monies to be spent, but it may not be. It was asked if the $150,000 was still a good number to put into contingency and she felt it was appropriate.

9. New Business
   a. Approval of Resolution 2021/22 #065 Appointing Commissioner for Panther Creek Drainage Dist. Motion to approve Resolution 2021/22 #065 made by Nagel, seconded by Schertz. Motion passed.

   b. Approval of Resolution 8-22-01 Authorizing the Cancellation of Tax Sale Certificate #2018-0057 on Parcel #07-12-307-002
      Motion to approve Resolution 8-22-01 made by Schertz, seconded by Jones. The Treasurer explained that this was a parcel where taxes had not been paid for several years and was picked up by the Trustee. A certificate for sale was issued and this parcel was going to be offered on our sealed bid sale. The parcel owner paid all the taxes after the redemption date and so the certificate of sale needs to be recalled, putting the parcel back to the owner. Motion passed.

   c. Approval of Knapp Concrete Change Order
      Motion to approve Knapp Change Order made by Nagel, seconded by Burditt. This is just a timing thing where it is taking longer than necessary and all it does is change the calendar of completion. Motion passed.

   d. Approval of the Certified list of Candidates for Election Judges for Republican Party
      41 new Republican election judges have signed up and 8 new Democratic election judges have signed up. There are 141 Republican and 89 Democratic election judges to be certified in court. There are no Democratic judges needed in Partridge, Linn, Metamora 2, and Clayton. Cruger 2 and Olio still need more Democratic judges also.

   e. Approval of the Certified List of Candidates for Election Judges for Democratic Party.
      Motion to approve both the Republican and Democratic Election Judge list and send to the County Board made by Nagel, seconded by Jones. Motion passed.

   f. Approval of Permanent Polling Place for El Paso, Precinct 2
      Motion to approve El Paso Precinct 2 polling place made by Schertz, seconded by Nagel. The El Paso Precinct 2 polling place had to be changed very quickly when the original polling place was sold. South Point Park is willing to let us make a permanent polling place at their facility. New cards will be sent out the voters in El Paso Precinct 2. Motion passed.
g. Approval of GPEDC Invoice (RLF)
   Motion to approve GPEDC invoice made by Nagle, seconded by Burditt. Motion passed.

h. Approval of Knapp Construction Invoice (RLF)
   Motion to approve Knapp Construction invoice made by Meinhold, seconded by Burditt. Motion passed.

10. Unfinished Business
   a. U of I Extension Budget Request
      Bobby Joe Sibley and Janice McCoy, Regional Director, were present via zoom. The levy
      requested is the same as the past 7 years. There has been some concern with the Extension budget
      and several board members have attended joint meetings with McLean County regarding the
      Extension. There is a surplus of 2.7 million dollars in their budget. The committee feels these
      funds need to be spent down. The University requires them to have an 18-month carryover. All
      academic staff have agreements where they are paid out staff salaries for one whole year and all
      lease agreements are for 3-5 years, thus the huge carryover. Each county is mandated by the Fed
      to have 4-H within the county. If the county reduces their levy for the Extension, is also cuts state
      matching funds. The majority of the funds are McLean Co. funds. If we cut the levy in
      Woodford, it would cut programs in Woodford County. It was asked how much of the 2.7 million
      fund balance belongs to Woodford County. Ms. Sibley cannot tell us exactly, but believes it is 3-
      400 thousand. It was asked if she could supply those figures. It was asked if another county
      would cut it funds, how does that affect the programs in Woodford County. Woodford County
      has three staff, a fair, and fair costs. If one county cuts, then they would have to close that county
      office. Discussion on their hours – they are open Monday through Wednesday from 8-4:30.
      Thursday and Friday the staff is there, but they are not open. They have 30 staff members.
      Woodford County has 3 staff members. It was asked what that staff does, and Ms. Sibley could
      not answer. She will find out and let us know. There is a concern that if another county cuts their
      budget, it would affect the programs in Woodford County. She would have to do some checking.
      Ms. McCoy stated that the campus administration has given federal dollars to each unit. It was to
      offset match money that was not coming in from the state. While there is a reserve, it is coming
      from multiple sources and enabled the units to stabilize. Those state dollars could stop coming in
      the future. The people in the county are tired of taxes and would like the county to cut
      expenditures. Ms. Sibley has started a 4-H foundation which has helped raise funds so she has not
      asked for an increase. It was mentioned that committee members have received push backs from
      former judges, employees, helpers, etc. who have volunteered their time and have been told that
      there services were no longer needed. Ms. Sibley states that there are two sides to every story and
      requested that we reach out to see their side of the story. The Treasurer stated that the maximum
      levy rate could go up to 4 cents. The Extension is at 1.67 cents currently. Ms. Sibley is to present
      some dates that the Committee could meet with the Extension to discuss these matters and get the
      figure they are requesting.

   b. Election Judge Deficit
      It is getting better with the new judges signing up, but the County Clerk will take anybody she can
      get.
c. ARPA funds
A list of all projects that the County departments have requested are listed in the priority the department determined the need for. The Public Defender turned in a request late for computers that he would like to be considered for ARPA funding. The Public Defender Fund 100 – he budgeted for some of that money to be used for computers. It was suggested that we put $4,000 in fund 025 of his budget to cover the cost of the computers. He has 7 year old computers that need to be replaced. It is believed that he needs two computers. After further discussion it was then suggested that we put $1,000 in his fund 100 to help cover the computers. He can use his Public Defender automation to help with the costs.

We have set aside 500,000 to help with broadband and spent 3 million on the HVAC system. We will see what the county needs are, and then see what is left to help fund other projects. The list given to the committee tonight only includes county projects and not outside requests. Some of the things on the list are duplicates and it is a priority for more than one department. Courtroom 2 extraordinary expenses are being budgeted for and not asking for ARPA funds. All department heads were asked to put their ARPA requests as extraordinary. If they are paid for with ARPA funds then they will fall off of their budget.

There are 40 to 45 requests outside of the county that have been made for ARPA funds. We may need to reach out to these projects and let them know where we are right now. Ms. Wilkey invited the District 1 reps to come to Secor and see what they are looking to do – what they are lacking. District 1 reps would like the money spent in their district, and district 2 and 3 would probably also like to have the funds spent in their district. So there will have to be some division of the funds if it is going to be spent within the county.

Ms. Jones wanted to know what the entities of have done first – if they have tried any other means to receive funds and not just seeing this as free money. They should contact Congressman Darin LaHood’s Peoria office and see what is available.

Because department heads were asked to put their projects into extraordinary, the amounts are showing up on two funds – extraordinary and also in the ARPA appropriation line item. Extraordinary expenses do not go into the levy. Extraordinary expenses would use money that has already been collected and sitting in an account. Mr. Moore has not put any of the building expenses into extraordinary but he is not qualified for extraordinary because of the MFT funds the highway department receives. If ARPA funds are used for a project, it will come out of the extraordinary line item.

ARPA money is fund 052 and the whole amount has been appropriated for. Extraordinary is fund 051. So right now those amounts are showing up in two places on the budget. Therefore, a decision needs to be made on what line the projects will be paid.
11. Other
   A request was sent asking for a meeting with 4-H before Sept 15th. Ms. Sibley will get a few dates together and present for possible meeting times. It may be difficult to meet before Sept 15th for the U of I. We have to have a decision before the October meeting as the budget cannot be increased after that point, only decreased.

12. Executive Session

13. Any Action Coming Out of Executive Session

14. Adjournment
   Motion to adjourn made by Nagel, seconded by Schertz. Motion passed.

Meeting adjourned at 6:38 PM.

Submitted by: Deb Breyman

Autum Jones, Chairman
County Office Committee
STATE OF ILLINOIS  )   WOODFORD COUNTY BOARD  
                           )    SS.  
COUNTY OF WOODFORD  )  SEPTEMBER 20, 2022  

ORDINANCE 2021/2022-013

ORDINANCE AUTHORIZING THE USE OF ARPA FUNDS FOR VARIOUS PROJECTS/PURCHASES

WHEREAS, the American Rescue Plan Act provides for State and Local Fiscal Recovery Funds, a definition which includes Woodford County, Illinois, and

WHEREAS, the United States Treasury Department was tasked with administration of the American Rescue Plan Act and in July 2021 issued instructions, criteria, and limitations for the use of funds provided by the American Rescue Plan Act compiled titled U.S. TREASURY INTERIM FINAL RULE & GUIDANCE FOR STATE AND LOCAL FISCAL RECOVERY FUNDS (31 CFR Part 35 / RIN 1505-AC77) henceforth U.S. TREASURY INTERIM FINAL RULE, and

WHEREAS, in January 2022, the U.S. TREASURY issued U.S. TREASURY FINAL RULE AND GUIDANCE FOR STATE AND LOCAL FISCAL RECOVERY FUNDS (31 CFR Part 35 RIN 1505-AC77) henceforth U.S. TREASURY FINAL RULE, and

WHEREAS, Woodford County elected the Standard Allowance method of calculating Lost Revenue as allowed by the U.S. TREASURY FINAL RULE, thus enabling Woodford County to use available ARPA STATE AND LOCAL FISCAL RECOVERY FUNDS for “a broad range of government services, programs, and projects outside of typical eligible uses of recovery funds under the final rule” and in accordance with cited restrictions defined in the U.S. TREASURY FINAL RULE.

NOW THEREFORE, the Woodford County Treasurer shall make American Rescue Plan Act, State and Local Fiscal Recovery Funds available for and shall properly record such distributions as follows:

1. An amount not to exceed $ 500,000.00 shall be made available for Rural Broadband.

2. An amount not to exceed $ 132,000.00 shall be made available for Telephone System for all County facilities.

3. An amount not to exceed $ 165,000.00 shall be made available for County Network IT Upgrades.

4. An amount not to exceed $ 320,658.00 shall be made available for Digitizing Documents for the Assessment, Zoning, Circuit Clerk, and Health Departments.

5. An amount not to exceed $ 48,000.00 shall be made available for Fire Alarm Systems for the EMA Building, Annex 1 & 2, and Annex 4.

6. An amount not to exceed $ 128,505.00 shall be made available for Election Booths and Voting Machines.

7. An amount not to exceed $ 225,000.00 shall be made available for TEK 84 Body Scanner.
8. An amount not to exceed $185,000.00 shall be made available for Body Worn Cameras – Sheriff’s Department.

9. An amount not to exceed $7,200.00 shall be made available for COVID Storage at the EMA Building.

10. An amount not to exceed $84,500.00 shall be made available for CCTV Camera System for all buildings.

11. An amount not to exceed $33,000.00 shall be made available for Inmate Medical Facility – Corrections.

12. An amount not to exceed $152,000.00 shall be made available for Mobile Computer System – Sheriff’s Department.

13. An amount not to exceed $10,000.00 shall be made available for Storm Shelter - Health Department.

14. An amount not to exceed $3,000.00 shall be made available for Disaster Resp. Trailer – EMA.

15. An amount not to exceed $33,450.00 shall be made available for Target Hardening Courthouse.

16. An amount not to exceed $115,500.00 shall be made available for Internal Communication System – Corrections.

17. An amount not to exceed $43,500.00 shall be made available for Interview System – Sheriff’s Department.

18. An amount not to exceed $119,000.00 shall be made available for Sidewalks and Ramps at the Courthouse.

19. An amount not to exceed $29,500.00 shall be made available for Sheriff/EMA Pub App.

20. An amount not to exceed $69,000.00 shall be made available for Retaining Wall North – Courthouse.

21. An amount not to exceed $50,000.00 shall be made available for Remodel/Conversion of Space – Health Department.

22. An amount not to exceed $189,840.00 shall be made available for Electronic Citations – Sheriff/Circuit Clerk.

23. An amount not to exceed $78,000.00 shall be made available for Parking Lot Replacement – Courthouse.

24. An amount not to exceed $50,000.00 shall be made available for HVAC/AC/Furnace – Health Department.
25. An amount not to exceed $28,900.00 shall be made available for Courtroom 1 Upgrade.

26. An amount not to exceed $10,500.00 shall be made available for Equipment & Supply Storage Area—Jail/Maint/SH.

27. An amount not to exceed $12,500.00 shall be made available for Courthouse 1st Floor ADA Restroom.

28. An amount not to exceed $1,956,851.00 shall be made available for the following projects at the County Highway Department as follows:

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plumbing</td>
<td>$152,000.00</td>
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<tr>
<td>HVAC</td>
<td>$158,200.00</td>
</tr>
<tr>
<td>Electrical</td>
<td>$125,000.00</td>
</tr>
<tr>
<td>Mill &amp; Overlay Parking Lot</td>
<td>$65,000.00</td>
</tr>
<tr>
<td>Recon HD Parking Lot</td>
<td>$150,000.00</td>
</tr>
<tr>
<td>Building Shell/Frame</td>
<td>$648,000.00</td>
</tr>
<tr>
<td>Building Concrete</td>
<td>$312,258.00</td>
</tr>
<tr>
<td>Site Concrete</td>
<td>$125,023.00</td>
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<tr>
<td>Painting</td>
<td>$16,220.00</td>
</tr>
<tr>
<td>Masonry</td>
<td>$63,250.00</td>
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<tr>
<td>Flooring</td>
<td>$7,100.00</td>
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<tr>
<td>Earthwork &amp; Utilities</td>
<td>$134,800.00</td>
</tr>
</tbody>
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Approved and adopted by the Woodford County Board by voice vote this 20th day of September 2022.

__________________________________________
John Krug
Woodford County Board Chairman

ATTEST:

__________________________________________
Dawn L. Kupfer
Woodford County Clerk & Recorder

Ayes: _______  Nays: _______  Absent: _______
Memo

To: Woodford County Road & Bridge Committee

From: Conrad Moore, P.E., County Engineer

CC: File

Date: September 8, 2022

Re: September 2022 Agenda Item 7(c) (TCRPC Matching Funds Commitment)

Background:
Tri-County Regional Planning Commission (TCRPC) established the Peoria-Pekin Urbanized Area Transportation Study (PPUATS) in 1976 to function as the Metropolitan Planning Organization (MPO) for our area. The name was recently changed to Tri-County Regional Planning Commission (TCRPC). As the recognized MPO, TCRPC carries out the federally-required continuing, cooperative, and comprehensive (3-C) transportation planning processes for the Peoria-Pekin Urbanized Area. TCRPC members include parts of Peoria, Tazewell, and Woodford counties, numerous municipalities in the region, the Greater Peoria Mass Transit District, IDOT, the Metropolitan Airport Authority of Peoria, and TCRPC.

TCRPC has developed the Surface Transportation Block Grant Program (STBG) Preservation Set-Aside in which Surface Transportation (STU) funds are set aside exclusively for pavement preservation projects. An amount of approximately $1.64 million has been set aside for this program in FY's 25-26.

Call for Projects:
TCRPC has issued a call for projects for FY25/26 funding and requires the applicant to commit (through a resolution) to provide a local match for construction at the time of application.

The Woodford County Highway Department intends to submit a project application for a mill & overlay project on County Highway 25 from CH 19 to IL 116. This project comprises the east 1/2 of CH 25. The west 1/2 of CH 25 was awarded TCRPC funds in 2021 and if all goes as planned, the west 1/2 should receive a mill & overlay surface in 2023. In addition, CH 23 was milled & overlaid in 2022. If grant funds are awarded for this project, CH 23 and CH 25 will have received HMA pavement mill & overlay preservation, all within a 3-4 year period. In addition, this project is within the TCRPC 20-yr planning boundary. Given the above, this is an ideal candidate for the application.

Highway Summary:
CH 25 is the 2nd highest-traveled County Highway within Woodford County is classified as a Major Collector
Budget Impact:
If awarded, Woodford County is committing to match approximately 50% of the construction costs or as much of sum as may be needed to match TCRPC funds in 2025 or 2026. The matching funds would potentially be a combination of MFT funds + Local Matching Funds. It is anticipated that engineering would be done in-house. The total County MFT commitment is estimated at $600,000 to $800,000 while the local fund commitment is estimated at $200,000 spread out over several years.

The attached Tables 1 and 2 summarize the currently estimated funding for the project.

Conclusion:
If awarded, this would be a vital project which would continue in the tradition of Woodford County maintaining and preserving its highway network in a phased approach. Additionally, within the next approximately 5 years, Woodford County has multiple construction projects that could be built which rely on 80%/20% Federal funding splits, including several grants. This project would be yet another opportunity to take advantage of available grant dollars and maximize Woodford County's tax dollars for highway maintenance and preservation.

The STGB Application will be submitted to TCRPC via email on or before September 30, 2022.

Recommendation:
To affirm the County's commitment in the call for projects, the County Engineer requests that the Road and Bridge Committee move to commit to provide the local match for the above project and forwarding the attached resolution to the County Board for approval and County Board Chairman execution.

Attachments:
- Table 1 & 2 Budget Impact Tables
### TABLE 1
TCRPC STBG Preservation Project - CH 25 from CH 19 to IL 116
Project Budget Summary

<table>
<thead>
<tr>
<th>Category</th>
<th>Estimated Total Cost</th>
<th>STGB Share</th>
<th>County Share (^3)</th>
<th>County Share (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engineering</td>
<td>$125,000</td>
<td>$0</td>
<td>$125,000</td>
<td>100%</td>
</tr>
<tr>
<td>ROW</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>N/A</td>
</tr>
<tr>
<td>Construction</td>
<td>$1,600,000</td>
<td>$820,000</td>
<td>$780,000</td>
<td>49%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,725,000</strong></td>
<td><strong>$820,000</strong></td>
<td><strong>$905,000</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Notes:**
1. Phase II and Phase III engineering and spread out over several years.
2. Construction anticipated in 2025 or 2026.
3. County Share anticipated to come from a combination of Local Matching and MFT.

### TABLE 2
TCRPC STBG Preservation Project - CH 25 from CH 19 to IL 116
Anticipated County Spending Summary

<table>
<thead>
<tr>
<th>Category</th>
<th>2023 Co. Match</th>
<th>2023 Co. MFT</th>
<th>2024 Co. Match</th>
<th>2024 Co. MFT</th>
<th>2025 Co. Match</th>
<th>2025 Co. MFT</th>
<th>2026 Co. Match</th>
<th>2026 Co. MFT</th>
</tr>
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<tr>
<td>Phase II Engineering</td>
<td>$0</td>
<td>$0</td>
<td>$25,000</td>
<td>$0</td>
<td>---</td>
<td>---</td>
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<td>---</td>
</tr>
<tr>
<td>Phase III Engineering</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>$100,000</td>
<td>$0</td>
<td>---</td>
<td>---</td>
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<tr>
<td>ROW</td>
<td>---</td>
<td>---</td>
<td>$0</td>
<td>$0</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Construction</td>
<td>---</td>
<td>---</td>
<td>$60,000</td>
<td>$700,000</td>
<td>$20,000</td>
<td>$0</td>
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<tr>
<td><strong>Estimated Total:</strong></td>
<td><strong>$0</strong></td>
<td><strong>$0</strong></td>
<td><strong>$25,000</strong></td>
<td><strong>$0</strong></td>
<td><strong>$160,000</strong></td>
<td><strong>$700,000</strong></td>
<td><strong>$20,000</strong></td>
<td><strong>$0</strong></td>
</tr>
</tbody>
</table>

**Note:** Actual appropriations for each FY are subject to change based upon project timeline other budget needs at budget time.
WOODFORD COUNTY
TCRPC FY 25-26 STGB
COUNTY HIGHWAY 25
LOCATION MAP

CH 25 FROM
CH 19 TO IL 116
RESOLUTION # 2021/22-067

WOODFORD COUNTY HIGHWAY DEPARTMENT
RESOLUTION FOR COMMITMENT OF FUNDS FOR
TCRPC SURFACE TRANSPORTATION BLOCK GRANT
PRESERVATION PROJECT FOR
WOODFORD COUNTY HIGHWAY DEPARTMENT

WHEREAS, the County of Woodford endeavors to preserve a segment of CH 25 from CH 19 to IL 116 (the “Project”), and

WHEREAS, Woodford County is a member of the Tri-County Regional Planning Commission (TCRPC), and

WHEREAS, the TCRPC members are eligible to receive Surface Transportation Block Grant Funding (STBG) funding for pavement preservation through TCRPC Programs, and

WHEREAS, Woodford County will commit fifty percent (50%) funding match or as much of such sum as may be needed to match TCRPC funds in the completion of the aforementioned project.

THEREFORE, BE IT RESOLVED, that the County Clerk notify the County Board Chairman, Chairman of the Road and Bridge Committee, Tri-County Regional Planning Commission (TCRPC), Illinois Department of Transportation, and the County Engineer of this action.

I, Dawn Kupfer, County Clerk in and for said County of Woodford, in the State of Illinois, and keeper of the records and files thereof, as provided by Statute, do hereby certify the foregoing to be a true, perfect and complete copy of the resolution adopted by the County Board of Woodford County, at its regular meeting held at Eureka, Illinois on September 20, 2022.

IN TESTIMONY WHEREOF, I have hereto set my hand and affixed the seal of said County at my office in Eureka, in said County, this 20th day of September, 2022.

(SEAL)

ATTEST:

Dawn Kupfer – Clerk of the Woodford County Board

John Krug – Chairman of Woodford County Board
Memo

To: Woodford County Road & Bridge Committee
From: Conrad Moore, P.E., County Engineer
CC: File
Date: September 8, 2022
Re: September 2022 Agenda Item 7(d) (16-00091-02-RR Supplemental Engr Agreement)

Recommendation:
Based upon the information and summary provided herein, the County Engineer recommends approval of the attached supplemental engineering fees in the amount of $3,462.63 to cover additional unanticipated items during design.

Financial Summary (to date):

<table>
<thead>
<tr>
<th>Item</th>
<th>Auth. Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Agreement</td>
<td>$ 56,605.68</td>
</tr>
<tr>
<td>Fees Accrued to Date</td>
<td>$ 60,068.31</td>
</tr>
<tr>
<td>Additional Fees</td>
<td>$ 3,462.63</td>
</tr>
</tbody>
</table>

Project Status:
The purpose of the engineering agreement is to complete Phase 2 engineering for widening and resurfacing County Highway 13 from US Route 24 to Co Rd 1000N. The Phase 2 engineering is considered complete.

Currently, the project is ready for construction with the construction contract having been awarded in mid-August.

Unanticipated Items:
During the Phase 2 design, WCHD was negotiating with land owners for ROW. Several parcels caused some issues with both the land acquisition process as well as the process to get the project ready for letting. It was discovered that one parcel had not gone through all of the steps to cause the ownership to be legitimate, which resulted in plat revisions. Extended negotiations for the railroad parcel and subsequent delays resulted in missed lettings, which added some cost due to delays associated with missed lettings. In addition, an unanticipated trip to the site was needed to locate specific information for the railroad crossing upgrade. In addition, the railroad plat had to be revised due to an unanticipated request to satisfy extents of the railroad easement.

Revised Engineering Fees:
It should be noted that to date, the total engineering fee is below the original agreement amount. The unanticipated costs total $4,459.03, but $996.40 of the extra fee is absorbed by the remaining amount in the agreement. The net effect is $3,462.63 increased fee due to unanticipated items discussed above.
RESOLUTION # 2021/22-068

WOODFORD COUNTY HIGHWAY DEPARTMENT
RESOLUTION FOR AN AGREEMENT FOR
SUPPLEMENTAL ENGINEERING SERVICES FOR
THE COUNTY HIGHWAY 13 PROJECT
SECTION 16-00091-02-RR

WHEREAS, the Woodford County Board previously approved an engineering agreement on September 15, 2020 with Maurer Stutz of Peoria, Illinois in the amount not to exceed $56,605.68 for the Phase 2 design of County Highway 13 from US 24 to Co Rd 1000N, and

WHEREAS, it has been determined by the Woodford County Highway Department and Maurer Stutz, Inc. that the magnitude of Phase 2 engineering requirements has increased, resulting in a change in scope, and

WHEREAS, it is necessary to supplement the original engineering agreement for the completion of the Phase 2 engineering, and

WHEREAS, the supplemental engineering fees to complete the Phase 2 engineering shall not exceed $3,462.63.

THEREFORE, BE IT RESOLVED, that the Chairman of the County Board, Woodford County, State of Illinois, be and he is authorized to execute the attached supplemental engineering agreement with Maurer Stutz of Peoria, Illinois (amount not to exceed $60,068.31, which includes the supplemental $3,462.63 engineering fees) – pertaining to the captioned subject – in triplicate copies, each of which shall be considered as an original, on behalf of the said County of Woodford by affixing his signature to each copy, the same to be attested by the County Clerk.

______________________________
I, Dawn Kupfer, County Clerk in and for said County of Woodford, in the State of Illinois, and keeper of the records and files thereof, as provided by Statute, do hereby certify the foregoing to be a true, perfect and complete copy of the resolution adopted by the County Board of Woodford County, at its regular meeting held at Eureka, Illinois on September 20, 2022.

IN TESTIMONY WHEREOF, I have hereto set my hand and affixed the seal of said County at my office in Eureka, in said County, this 20th day of September, 2022.

(SEAL)

ATTEST:

Dawn Kupfer – Clerk of the Woodford County Board

John Krug – Chairman of Woodford County Board
Change Order: #1

Date: 7/14/2022
Contract #: 2210-001
Job #: 2210

Description: Building Concrete

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revised Foundation Detail for East Wall - Woodford Cty</td>
<td>10,807.09</td>
</tr>
</tbody>
</table>

Original Contract Amount: $312,268.00
Previous Change Order: $0.00
Prior Contract Amount: $312,268.00
Current Change Order: $10,807.09
Total Contract Amount: $323,165.09

Architect: Kenyon
Owner: Woodford County

Construction Manager: Midwest Construction Professionals
Contractor: Knapp Concrete Contractors Inc

By: [Signature] Date: 07/21/2022
Knapp Concrete Contractors Inc.
150 E. Martin Dr.
Goodfield, IL 61742
Ph 309-965-2618 Fax 309-965-2614

To: Midwest Construction Professionals
520 E. Highland
Morton, IL 61550

(309) 291-0913
7/11/2022

Project: Woodford County Main. & Storage Bull
301 S. Main Street
Roanoke, IL

WE PROPOSE TO FURNISH ALL LABOR, MATERIAL AND EQUIPMENT NECESSARY TO COMPLETE

CO#1

This Change Order Includes:

Additional material and labor for the increased wall width, reinforcement detail, and block outs at the south wall.

$ 10,907.09

Breakout
Labor $4,116.91
Material $6,790.18

Please sign and return to accept these changes and proceed with the work noted.

Respectfully
Submitted by: Merle Blount

This proposal may be withdrawn by us if not accepted within 30 days. All agreements contingent upon strikes, accidents, and other delays beyond our control. We carry Workman’s Compensation and Public Liability Insurance.

No warranties or conditions shall be implied or assumed beyond those expressly stated herein.

No charges or extra work shall be completed without an authorized change order. Payment is due within 30 days of billing.

Interest will be charged after 60 days at the rate of 1 1/2% per month (18% per year).

CUSTOMER AGREES TO PAY ALL REASONABLE COLLECTION COSTS, ATTORNEY FEES AND COURT COSTS INCURRED BY KNAPP CONCRETE IN ENFORCING OUR TERMS AND CONDITIONS.

UPON ACCEPTANCE, PLEASE SIGN AND RETURN. THANK YOU!

Accepted By: ______________________
Date: ______________________
### Budget vs Bids

<table>
<thead>
<tr>
<th>Bid Package</th>
<th>Budget</th>
<th>Bids / Contracts</th>
<th>Difference</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>BP 01 Building Concrete</td>
<td>$261,595</td>
<td>$312,258</td>
<td>($50,663)</td>
<td>Increase to $323,165 after Co 1</td>
</tr>
<tr>
<td>BP 02 General Trades</td>
<td>$639,872</td>
<td>$648,000</td>
<td>($8,128)</td>
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</tr>
<tr>
<td>BP 03 Painting</td>
<td>$26,280</td>
<td>$16,220</td>
<td>$10,060</td>
<td></td>
</tr>
<tr>
<td>BP 04 Flooring</td>
<td>$4,800</td>
<td>$7,100</td>
<td>($2,300)</td>
<td>No bid security or noting of the addendum from low bidder of $4,770.</td>
</tr>
<tr>
<td>BP 05 Plumbing</td>
<td>$82,163</td>
<td>$152,000</td>
<td>($69,837)</td>
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<tr>
<td>BP 06 HVAC</td>
<td>$125,200</td>
<td>$158,200</td>
<td>($33,000)</td>
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<tr>
<td>BP 07 Electrical</td>
<td>$179,325</td>
<td>$125,000</td>
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<tr>
<td>BP 08 Earthwork &amp; Site Utilities</td>
<td>$196,055</td>
<td>$134,800</td>
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<td>BP 09 Site Concrete</td>
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<td>BP 10 Masonry</td>
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<td>$63,250</td>
<td>$4,790</td>
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<tr>
<td>Design &amp; Bid Contingency</td>
<td>$35,052</td>
<td>-</td>
<td>$35,052</td>
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<tr>
<td><strong>Total Bids:</strong></td>
<td><strong>$1,729,298</strong></td>
<td><strong>$1,741,851</strong></td>
<td><strong>($12,553)</strong></td>
<td><strong>$1,752,758.09</strong></td>
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</table>

- General Conditions: $26,665
- MCP’s Project Management & Supervision: $31,680

**General Requirements Total:** $58,345

- Construction Contingency: $70,104
- MCP Pre-Con Fee: $5,100
- MCP’s CM Fee & Insurance: $34,368
- Architectural & Engineering Fees: -
- Testing & Inspections: -
- Owner F.F. & E: -

**Soft Costs Total:** $109,572

**Total Project Costs:** $1,697,215

We also have $40,000 of allowances / contingencies included in various bid packages.
## CONTINUATION SHEET

AIA Document G703, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>DESCRIPTION OF WORK</th>
<th>CONTRACTOR</th>
<th>SCHEDULED VALUE</th>
<th>WORK COMPLETED</th>
<th>MATERIALS PRESENTLY STORED (NOT IN D OR E)</th>
<th>TOTAL COMPLETED AND STORED TO DATE (D+E+F)</th>
<th>% (G/C)</th>
<th>BALANCE TO FINISH (C - G)</th>
<th>RETAINAGE</th>
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<tbody>
<tr>
<td>1</td>
<td>Building Concrete</td>
<td>Knapp Concrete</td>
<td>$323,165.09</td>
<td>$181,885.09</td>
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<td>$181,885.09</td>
<td>56%</td>
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<td>2</td>
<td>General Trades</td>
<td>First Build Associates</td>
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<td>7%</td>
<td>$602,700.00</td>
<td>$4,530.00</td>
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<tr>
<td>3</td>
<td>Painting</td>
<td>Dragoo Painting</td>
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<td></td>
<td></td>
<td>$16,220.00</td>
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<tr>
<td>4</td>
<td>Flooring</td>
<td>TSI Commercial</td>
<td>$7,100.00</td>
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<td>$111.61</td>
<td>$2,760.00</td>
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<td>$4,228.39</td>
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<td>5</td>
<td>Plumbing</td>
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<td>HVAC</td>
<td>Garber Heating &amp; Air</td>
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<td>$158,200.00</td>
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<td>7</td>
<td>Electrical</td>
<td>Kennell Electric</td>
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<td>$125,000.00</td>
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<tr>
<td>8</td>
<td>Earthwork &amp; Site Utilities</td>
<td>Wm. Auwerle &amp; Sons</td>
<td>$134,800.00</td>
<td>$113,299.00</td>
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<td>$113,299.00</td>
<td>84%</td>
<td>$21,501.00</td>
<td>$11,329.90</td>
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<td>9</td>
<td>Site Concrete</td>
<td>Illinois Civil Contractors</td>
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<td>$125,023.00</td>
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<td>10</td>
<td>Masonry</td>
<td>JJ Brauer &amp; Sons</td>
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<td>$63,250.00</td>
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<tr>
<td>12</td>
<td>General Conditions</td>
<td>MCP</td>
<td>$26,665.00</td>
<td>$4,034.37</td>
<td>$5,261.50</td>
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<td>13</td>
<td>MCP's Proj. Mgmt. &amp; Supervision</td>
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<td>$31,680.00</td>
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<td>$7,920.00</td>
<td>$7,920.00</td>
<td>25%</td>
<td>$23,760.00</td>
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<tr>
<td>14</td>
<td>Construction Contingency</td>
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<td></td>
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<td></td>
<td>$99,941.91</td>
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<tr>
<td>15</td>
<td>MCP Pre-Con Fee</td>
<td>MCP</td>
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<td>$5,100.00</td>
<td>$5,100.00</td>
<td>100%</td>
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<tr>
<td>16</td>
<td>MCP CM Fee &amp; Insurance</td>
<td>MCP</td>
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<td><strong>TOTALS</strong></td>
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<td>$1,905,000.00</td>
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