

Road and Bridge Committee
Woodford County Highway Department – Roanoke IL
Monday, January 9, 2023
MINUTES
8:00 A.M.

1. Call meeting to order

The meeting was called to order at 8:00 by Chairman Dan Steffen.

2. Roll Call.

Dan Steffen, Tim Worner, Dave Meinhold, Jim Baumann and alternate Jerry Smith were all present. Donald Tolan was excused.

3. Review meeting minutes of regular meeting on December 12, 2022.

Motion to approve December 12, 2022 minutes made by Meinhold, seconded by Baumann.
Motion passed.

4. Review and consider minutes of past Executive Sessions.

None

5. Public comment.

None

6. Consider claims for the January 17, 2023, Board meeting

Motion to approve January claims made by Baumann, seconded by Smith. Discussion on the claim to E-Environment Solutions for \$41,000. This claim is for the water-based paint that ran into the creek, and the County EMA notified IEMA, which triggered an IEPA response. Discussion on if County EMA should have notified the County Engineer before placing a call to IEMA. Mr. McCanless verified in a discussion with a board member that he knew the paint had come from the Highway Department. If we had cleaned the paint spill up ourselves, the cost would have been minimal. Discussion on if there is protocol for the steps to take before you notify IEMA or IEPA. It was felt that Mr. McCanless needs to know the cost of the clean-up. The committee wants to make sure this paint spill never happens again, and Mr. Moore has assured the committee that steps have been taken so it doesn't. There also needs to be a process to follow on how to handle situations, chain of command. It was asked how we handle big unexpected expenses like this. There is a contingency fund that will be used to cover this expense. There is \$50,000 in the contingency fund.

Question regarding the furnace replacement. The furnace was 30 years old and needed to be replaced according to a service call assessment. Bids were received.

It was asked about the Pitney Bowes claim. The Highway Dept has a postage machine. The machine they had was becoming obsolete and they had to replace it. There were given the option of leasing or purchasing. It was more cost-effective to purchase. *Motion passed.*

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7. Old Business:

(a) Discuss and act on Engineering Agreement for Section 23-16121-BA-DR.
Motion to approve the Maurer Stutz Engineering Agreement not to exceed \$69,280.00 made by Meinhold, seconded by Baumann. This is for a culvert replacement in the Spring Bay Road District. Part of the culvert is more recent, but the older part is part of the original bridge is deteriorating and needs to be replaced. This project will be split 50/50 between the County and the township. *Motion passed.*

8. New Business:

None

9. Other:

a. Fuel Bid Results.

Yoder Oil was the low bid. Diesel fuel went up 50 cents from last year. A gallon of diesel No. 1 is \$3.783, diesel No. 2 is \$3.633 per gallon, and unleaded gas is \$2.893 per gallon. Discussion on using bio diesel. Bio diesel is not good to use in the winter as it gels up. Have to time it right in order to use the bio diesel before winter comes.

b. Next Road & Bridge Meeting Tuesday, February 14, 2023.

Due to a holiday, the next Road and Bridge meeting will be held on Tuesday, February 14th.

10. Executive Session.

(a) 5 ILCS 120/2(c)(1) Personnel.

Motion to go into executive session made by Baumann, seconded by Worner. Roll call vote – Meinhold-yes; Baumann-yes; Worner-yes; Smith-yes; Steffen-yes. *Motion passed.*

11. Action coming out of Executive Session.

(a) 5 ILCS 120/2(c)(1) Personnel.

Motion to come out of executive session made by Smith, seconded by Worner. *Motion passed.*

Motion to allow County Engineer Moore to promote Lee Kupfer from a Tech I to a Tech II position made by Baumann, seconded by Smith. *Motion passed.*

It was noticed in the contract with Maurer Stutz that they don't take any responsibility for contracting failures, or security bond, etc. Where are those things taken care of? This is only for the design work, not the construction. They are not involved in the construction phase, and are not responsible for the construction phase.

It was asked if the documents could be emailed to the committee before the meeting. The documents are emailed to the committees prior to the meeting. It was suggested that they have the county emails forwarded to their personal email so they know that they have an email they need to check in their county email. They also can go the website to see the agendas.

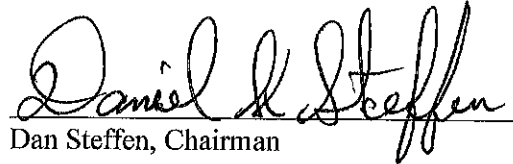
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12. Motion to Adjourn.

Motion to adjourn made by Baumann, seconded by Worner. *Motion passed.*

Meeting adjourned at 8:50 AM.

Submitted by: Deb Breyman



A handwritten signature in black ink, reading "Dan Steffen", is written over a horizontal line.

Dan Steffen, Chairman
Road & Bridge Committee