

**Road and Bridge Committee**  
**Woodford County Highway Department – Roanoke IL**  
**Monday, April 11, 2022**  
**MINUTES**  
**8:00 A.M.**

**1. Call meeting to order**

The meeting was called to order by Chairman Hill at 8:02 A.M.

**2. Roll Call.**

Richard Hill, Dan Steffen, Nick Miller, Dave Meinhold all present. Donald Tolan is excused. Also present are County Engineer Conrad Moore, and alternate Jerry Smith. Dustin Koenig is present also.

**3. Review meeting minutes of regular meeting on March 7, 2022.**

Motion to approve March 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 19, 2022, Board meeting**

Motion to approve April claims made by Miller, seconded by Meinhold. Two new tires were purchased for truck #203. The truck ran over a bolt and the tire was not repairable. The extra tire was kept as a spare. The claims for the fire extinguishers is an annual claim. All fire extinguishers have to be inspected and certified yearly. It was asked how often the trash is picked up – it is done every Monday and then again later in the week. The bill for emptying the dumpster is a quarterly expense. The title search payments are for the right-of-way on Highway 13. Approximately 85% of the right-of-way is completed. We are waiting on trust matters to be cleared up. The oil pan on truck #13 had to be replaced. That truck will be replaced within the next few years. We have a hose machine and had to purchase another coil for it. *Motion passed.*

**7. Old Business:**

None

**8. New Business:**

- (a) Discuss and act on Woodford County and Various Townships Seal Coat bids, Section 22-XX000-15-GM.

Motion to accept the low bid from Steffen 3D made by Meinhold, seconded by Miller. When there is a single bidder, we need to look and see if the quote is in line with past quotes, oil prices, etc. Oil prices are too volatile to lock in at this time. *Motion passed.* Mr. Steffen abstained from voting.

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(b) Discuss and act on Woodford County Highway 23 HMA bids, Section 22-00000-01-GM.

Motion to accept the low bid for section 22-00000-01-GM made by Miller, seconded by Meinhold. This is for hot mix on the Metamora Washington blacktop. *Motion passed.*

(c) Discuss and act on Various Townships Calcium Chloride bids, Section 22-XX000-01-GM.

Motion to approve Sicalco Ltd. bid for calcium chloride made by Steffen, seconded by Meinhold. This is used on gravel roads to help keep the dust down. *Motion passed.*

(d) Discuss and act on Greene Township Aggregate Surface bid, Section 22-05000-01-GM.

Motion to accept the low bid for aggregate from Steffen 3D made by Miller, seconded by Meinhold. *Motion passed.* Mr. Steffen abstains from the vote.

(e) Discuss and act on Anti-spall compound quotes.

Motion to approve low bid from Sherwin Industries for anti-spall compound made by Steffen, seconded by Smith. This is used to spray the bridge decks to keep from spalling. *Motion passed.*

(f) Discuss and act on Aggregate Material quotes (FOB Pit).

Motion to approve all bids up to \$9,750 for aggregate material made by Miller, seconded by Meinhold. Bids were received on two different rocks, one white and one brown. The Highway Department will use the most advantageous location to the job. *Motion passed.*

(g) Discuss and act on Material Storage Bins.

Motion to authorize the purchase of new storage bins up to \$5,000 made by Steffen, seconded by Miller. They have to reorganize the stock piles for the new building. One area will hold the spray patch chips and cold patch while another area will hold CA 6. *Motion passed.*

(h) Discuss and act on jib crane and hoist purchase for new shop building.

Motion to authorize the purchase of a jib crane and hoist for \$18,334.71 made by Miller, seconded by Steffen. This expense will be rolled into the new building. But the price does not include labor for installation. The specs of the new building include the anchor bolts for the crane and foundation. However, we have to pick out the crane we wish to purchase so the bolts can be put in the proper place. The construction manager will make sure the bolts are set in the foundation at the right spots. *Motion passed.*

(i) Discuss and act on Snow Plow Truck Pricing Surcharge.

Motion to approve the surcharge of \$3,500 for truck 206 which is on order made by Steffen, seconded by Miller. Discussion on how are hands are tied with these surcharges. Maintenance on the old truck is increasing, so the surcharge is equivalent to the increase in maintenance costs. Today the buyer has no leverage when purchasing a truck. *Motion passed.*

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- (j) Discuss and act on Snow Plow Truck purchase.

The snow plow truck will replace the last International we have. The bids are based on Sourcewell prices. This truck will be built in 2023, making it a 2024 model. The price is a projected price. We have paid approximately \$244,000 for the truck that is currently being built, so this quote is in line with that. The trade in value is less, but we are trading a truck that has a steel frame and an older motor. The committee has concerns that the price will increase, and that contracts aren't worth the paper they are written on. Mr. Koenig stated that all trucking companies are having the same issues, and the price quoted is an estimate. We have the option of backing out if the price increases beyond an amount we are comfortable with. We have to get in line to have the truck built. It was asked if the prices go down, will we see a decrease in price. The 2025 model will have an emission bump, so that will increase the price further, so best to purchase it now. Discussion on how first contract was not honored, company backed out, and how to avoid this from happening again. Discussion on DEF issues. The highway department budgets for new equipment every year, and what is not used is rolled over to the next year. By 2024, when the truck is to be paid for, there will be enough money in the budget to cover its costs. The down payment for the County getting a slot in the line for building is \$3,000. Motion to purchase a new truck, authorize the down payment of \$3,000, and have final payment of truck in 2024 made by Meinhold, seconded by Steffen. *Motion passed.*

- (k) Discuss and act on 495 Santa Fe Trail.

Last October the Highway Department became aware of an entrance that had been installed without an entrance permit. The entrance had been installed on the east side of the house. There was already an entrance on the west side of the house. Mr. Moore met with the owner and informed him that the east entrance was not allowed. This entrance violated several ordinance parts, and no culvert had been installed. The owner informed Mr. Moore that he recently bought the house, and the previous owner had informed him that at one time there had been an entrance on the east side. The new owner just added rock to redo that entrance. The County took over that road and purchased right-of-way in 1988. At the time the County took over the road, there was no entrance on the east side. Discussion on how a new home being built would need to ask for a variance if they choose to put in a circle drive. The owner was sent a written request to remove the east entrance by the end of April. He informed the Highway Department that he is handicapped and the new entrance allows him to enter his home at the main level, while on the west entrance he has to enter at the basement level. Several photos were provided of the entrance. Since the County took over the road in 1988, there has been no east side access. The committee feels bad, but they have to follow the rules. The burden is on the owner to prove he had an east side access before 1988. The correct way to handle this would have been for the owner to get a permit and apply for a variance. There is liability for where the entrance is placed. The County's standpoint would be that there was no entrance there when the County took over the road and purchased the right-of-way. Once an entrance is taken out, it is out from there on in. If he doesn't take the entrance out, and the County has to remove it, does the County charge him for the removal? This was a question that the State's Attorney would need to answer. It was suggested that a copy of the research Mr. Moore did on the entrance be forwarded to the owner. While so far the communication with the owner had been cordial, it was suggested that it may

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take a turn so it might be a good idea to take a deputy along the next time they approach the owner.

**9. Other:**

Township Bridge Fund Audit Summary  
Township Motor Fuel Tax Fund Audit Summary

Mr. Moore presented the IDOT audit for the Township MFT funds and the Township Bridge Funds and the accounts are in good standing. The reports are at the Highway Department or the County Clerk's office if anyone would like to review them.

**10. Executive Session.**

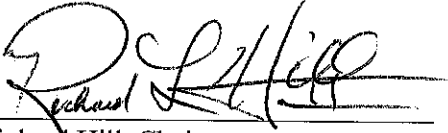
**11. Action coming out of Executive Session.**

**12. Motion to Adjourn.**

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

Meeting adjourned at 9:35 A.M.

Submitted by: Deb Breyman

  
Richard Hill, Chairman  
Road and Bridge Committee