

**Road and Bridge Committee**  
**Woodford County Highway Department – Roanoke IL**  
**Monday, May 8, 2023**  
**MINUTES**

**1. Call meeting to order**

The meeting was called to order at 8:04 by Chairman Steffen.

**2. Roll Call.**

Dan Steffen, Dave Meinhold and Jim Baumann were all present. Tim Worner was excused and Donald Tolan was absent. Also present was Woodford County Highway Engineer Conrad Moore.

**3. Review meeting minutes of regular meeting on April 10, 2023.**

Motion to approve April minutes made by Baumann, seconded by Meinhold. There were no corrections. *Motion passed.*

**4. Review and consider minutes of past Executive Sessions.**

None

**5. Public comment.**

None

**6. Consider claims for the May 16, 2023 Board meeting**

Motion to approve May claims made by Meinhold, seconded by Baumann. It was asked about the completion of the new building. We are 80% done with the financial payments on the building. The garage doors should be in around the middle of May then the electrical and plumbing will be started up again. Right now they are working on the ceiling, painting, etc. Mr. Moore does not have a final date for completion.

**7. Old Business:**

None

**8. New Business:**

(a) Discuss and act on Engineering Agreement for Section 23-16122-00-ES.

This is a bridge replacement in Spring Bay Township on Mill Point Road. There is a box culvert that keeps getting clogged with debris. The box culvert will be replaced with a larger bridge with a larger opening. The cost is a higher than usual as there are additional factors with this project – hydraulic and hydrologic analysis, right-of-way, environmental studies, a run-around has to be made as this is a dead end road, etc. It also lies within the floodway of the Illinois River which adds to the complexity of the design. The engineering for this project will be split 50/50 with the Township. Motion to approve the engineering agreement with Midwest Engineering for \$140,052.00 made by Baumann, seconded by Meinhold. *Motion passed.*

(b) Discuss and act on Engineering Agreement for Sections 23-00091-04-PV and 23-00091-05-PV.

The County solicited a proposal from Hutchison Engineering for professional design services. The goal is to have an entire set of plans for the 2.25 miles of road from CR 1150 North Rd to the highway department. There is a contingency in the agreement amount in case it becomes necessary to divide the plans into two separate projects if funding becomes an issue. An environmental study has to be done on the 2.25 miles. Some Roanoke residents are concerned about Panther Creek and worried that the project will affect flooding. This project will not be detrimental to the creek. The hydraulics have been approved by IDOT and IDNR. Motion to approve the Engineering Contract with Hutchison Engineering for \$295,321.00 made by Baumann, seconded by Meinhold. *Motion passed.*

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(c) Discuss and act on bid for new pick-up truck.

The County advertised and received one bid for a new pick-up truck. This pick-up truck will replace the mini van for the engineering department. The mini van will be kept, and truck #9 – a 96 Ford truck - will be sold. It was asked why only one bid was received. Dealerships have to place their orders for their inventory by a certain date. That date had passed for several dealers, thus they did not bid. This truck will be a 2-wheel drive truck with an extended cab. It is used to transport employees to and from the job site. We will advertise the 96 Ford, with a minimum bid amount, and sell it to the highest bidder. Discussion on where the money will go from the sale of this truck. It will be put into the Highway Departments Equipment Reserve Fund. Motion to allow Mr. Moore to proceed as he sees fit made by Baumann, seconded by Meinhold. *Motion passed.*

(d) Discuss and act on quote for bridge inspection platform.

The bridge is on Meridian Road, and currently is only one lane. We have to do an annual arm's length bridge inspection and need to rent a platform for this inspection due to the bridge weight limit. It was questioned why we have to inspect the bridge that we are going to replace. The inspection needs to be done annually and needs to be done in case there are unforeseen delays with bidding or construction. We just happen to be hitting the annual due date close to when the bridge is scheduled to be on a letting. Motion to approve the rental of the bridge platform for inspection made by Steffen, seconded by Baumann. *Motion passed.*

(e) Discuss and act on quote for CH 7 Culvert Liner emergency repair.

A sinkhole was discovered on CH 7. The road was closed, and the Highway Department filled in the sinkhole the next day and the road was reopened. The bid received from Hoerr Construction is less than the unit price that was bid several years ago. Motion to accept the bid from Hoerr Construction for \$40,800.00 made by Baumann, seconded by Meinhold. *Motion passed.*

**9. Other:**

**Project Updates**

- Ch 13 – the concrete has been poured and gives a good visual of roadway. It will make easier turning for trucks. The concrete shoulders will be poured this week. All earth work is done. There is a possibility that the project could be done by the end of May.
- CH 25 – milling and overlay ongoing.
- The culvert liners that were bid last month should be starting in the next few weeks.
- Roof – still waiting on assessment from the insurance. Holes have been patched to stop the water leaks.
- It was asked about the fuel – if we get from both Yoder and Evergreen. The fuel contracts go through the end of March. We had Evergreen, and this year Yoder's bid was lower, so now we are using Yoder.

**10. Executive Session.**

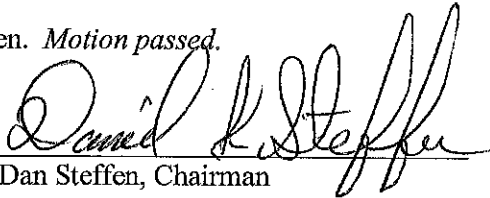
**11. Action coming out of Executive Session.**

**12. Motion to Adjourn.**

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

Meeting adjourned at 8:40 A.M.

Submitted by: Deb Breyman

  
Dan Steffen, Chairman  
Road and Bridge Committee