

Road and Bridge Committee
Woodford County Emergency Management Agency – Roanoke IL
Monday, September 11, 2023
MINUTES
8:00 A.M.

1. Call meeting to order

The meeting was called to order by Chairman Steffen at 8:03 AM.

2. Roll Call.

Dan Steffen, Dave Meinhold, Tim Worner and Tim Wilcoxon were all present. Jim Baumann was excused. Also present was Woodford County Engineer Conrad Moore and Board Member John Krug.

3. Review meeting minutes of regular meeting on August 7, 2023.

Motion to approve August 7 minutes made by Worner, Seconded by Wilcoxon. *Motion passed.*

4. Review and consider minutes of past Executive Sessions.

There were no executive session minutes reviewed.

5. Public comment.

None

6. Consider claims for the September 19, 2023, Board meeting.

Motion made to approve September claims by Meinhold, seconded by Wilcoxon. Mr. Steffen will abstain from all Steffen 3D claims. It was asked why we don't own our own boom mower. Mr. Moore reported that the cost was the reason. We only use a boom mower about 2 weeks every other year. The boom mower is an extension to a mower that reaches out about 15-20 feet. The riprap was put on the culvert on Rt. 7. It was asked what the claim for Crane Equipment and Service was for. The new jib crane had to be load tested. *Motion passed.*

7. Old Business:

(a) Discuss and act on amended Joint Funding Agreement for Section 18-00166-00-BR. Mr. Moore is waiting for a response from IDOT. This item will be moved to next month.

8. New Business:

(a) Discuss and act on TCRPC annual dues.

We are part of Tri-County Regional Planning Commission. TCRPC receives federal funds. Each entity in TCRPC pays a proportionate share to match those federal dollars. Motion to pay the \$13,997 dues from the MFT fund made by Meinhold, seconded by Worner. It was asked if all entities are contributing. There are members from each entity that sit on the committee, and all approved the dues, so we can only assume they are all contributing. The last 2 or 3 years we have received greater than \$1 million dollars in grant funds through TCRPC. *Motion passed.*

(b) Discuss and act on bids for new office roof.

The hailstorm this past March damaged the roof of several buildings at the Roanoke facility. The insurance company came and looked at all the damage and we received roughly \$220,000 for all

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the damage. They put the roof repair out for bids. While several companies pulled the plans for the roof, we only received one bid. A new roof should be put on before the winter. Motion to approve the bid from Tomkat Roofing for \$26,025 made by Worner, seconded by Wilcoxon. *Motion passed.*

- (c) Discuss and act on bids for Section 23-00060-00-BR County Highway 9 bridge repairs.

This is for the Sparks bridge over the Mackinaw River near Carlock. The bearings will be replaced along with the expansion joints. The bearings are what the I-beams rest on. Bridges get inspected every two (2) years and rated. Motion to approve the bid from Stark Excavating made by Meinhold, seconded by Wilcoxon. *Motion passed.*

- (d) Discuss and act on Road Use Agreement for Panther Grove Wind Farm.

Motion to approve the Road Use Agreement made by Steffen, seconded by Meinhold. In 2020 the wind farm was permitted, and a road use agreement was put in place. That agreement will expire at the end of this year, so a new agreement needs to be approved. There are a few changes to the new agreement. On page 2 the name of the company changed, and the wind turbines increased from 80 to 94. Page 3 paragraph 8, the zoning code reference was updated. Page 4 there was language changes. Tri-global is selling to Copenhagen. It was asked when this transfer will take place and it will be the date of this agreement. This agreement was prepared by the attorney hired by the county and she has been doing these for around 20 years. Woodford County's benefit is that Copenhagen takes care of the roads while the turbines are being built and once built, they will pay for A-3 seal coating of the roads. The County will also receive \$15,000 per turbine and once the turbines are erected, we will receive an annual fee per mile of county highway in the agreement. That annual fee will increase 2% per year. CPI is also paying for the outside attorney and the 3rd party engineer. Page 12 paragraph 8 gives the County the ability to pull the tickets and view the weight of the construction vehicles. Page 13 paragraph 16 and page 19 added wash boarding. Page 30 updated the term of the agreement. The money that has come in from the wind farm has been placed in the County Highway Fund.

- (e) Discuss and act on Change Order #1 for Wiegand Plumbing for new maintenance building.

This change order is to move the pressure washer to the new building. It was not in original bid as we were not sure if we were going to keep old washer or get a new one. Motion to approve Midwest Construction for Wiegand Plumbing to move the pressure washer system to the new building made by Meinhold, seconded by Wilcoxon. Cost to move washer is \$12,800. There was contingency placed in the cost of the new building and in each contractor's contract. *Motion passed.*

- (f) Review Woodford County Noxious Weeds Policy.

Every three years we have to review and send to the state our policy. Reports are sent every year and the policy is for every three years. It was asked what our policy is. It is complaint driven. We send a letter when we are notified of a noxious weed. They have 30 days to eradicate the weed and send us proof of the eradication. We will go out and check if it has been done. If they

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do not comply and the county has to go onto the property, we will charge for the eradication. If they do not pay fee the Treasurer can put a lien on their property. Motion to approve the noxious weed policy made by Steffen, seconded by Worner. *Motion passed.*

(g) FY2024 Budget (Highway Fund, Bridge Fund, Matching Fund).

Mr. Moore went over the different highway funds and where the money for those funds comes from. The County Highway Fund is county tax based and is used as the primary operating fund. It is used for office operating costs, salaries, new trucks, building maintenance, truck maintenance, etc. It was asked about the new truck. Mr. Moore received word that the truck has come off the assembly line. It is waiting to be driven from Washington State and then will go to Koenig for the box parts. The County Bridge Fund also county tax based and is used for bridges, culverts, County Highway projects, township projects, etc. A township must meet a threshold and then can apply for county aid in which the township and the county split the cost of the project 50/50. If a township needs bridge, they can use the Township Bridge fund which is state funded. If approved, the state will cover 50% of the cost with the county and township splitting the remaining cost. The township bridge fund was started in the 1970s and had allocated \$15 million per year for all the townships in the state to share. Starting this year that was increased to \$60 million per year. In the past we received about \$140,000 per year and starting this year we received about \$500,000 a year. It has to be used or we lose it. The county has around 42 bridges, and the townships have around 120 bridges. The County Matching Fund is also county tax based. It is used to match any federal, state or MFT funds. The MFT (Motor Fuel Tax) is state funded. We receive an allotment and have to request through IDOT permission to use the funds and have to meet their standards. The amount of funds we receive are based upon the number of cars registered in the county. These funds have to be appropriated through a resolution and that resolution then is sent to the state. The Township Motor Fuel Tax is the same as the County MFT.

We can levy up to .1% on tax rate for Highway Fund and .05% on Bridge and Matching. EAV has gone up so high in recent years, the Highway/Bridge/Matching Funds have fallen below the maximum levy rates. For FY24, the department is projecting a 3% EAV growth and requesting a levy rate of 0.0966 for the Highway Fund and 0.0483 for the Bridge Fund and Matching Fund. If those projections hold true, people looking at their tax bill would see an estimated increase of 4% for the Highway portion. Discussion on school taxes. Discussion on if the County can use some of the reserves we have to offset the 4%. The committee feels that people will not complain about the 4% used for Highway, as that money is going into the roads, and they can see the conditions of the roads. Discussion on cost next year for CH 13. The 1.5 miles of CH 13 construction will use local funds, MFT and Rebuild Illinois Funds. The engineering design for the entire corridor is being worked on, and 3 more easements are to come. Ninety-nine percent of the right-of-way has been purchased. The committee wants to be tax responsible and spend efficiently. Mr. Moore provided a map that showed the projects for next year. Everyone on this committee was invited to the Finance meeting on Wednesday to bring up any issues they have.

Department heads present their budget, and the Board goes through the budget, and in October makes the changes they want to the budget. Salaries should not be set in the budgetary process.

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The budgetary process is not for setting the salary. The salaries are set by an agreement with the unions.

Mr. Moore has let the school district, fire departments, Sheriff's Department, townships, post office, residence, etc. know of the bridge closing on Meridian Road.

9. Other:

(a) Salt-Cinder Mix Update

We used to get cinders free and just paid a fee to have them hauled. Now they are charging \$30-50 per ton for the cinders plus the cost of hauling. We will start using a salt and sand mixture and transitioning to just salt.

(b) Next Meeting Tuesday October 10, 2023

Due to the holiday (Columbus Day) being on Monday the 9th, the Highway Committee will be meeting on Tuesday, October 10th at 8 AM at the Highway Department. It was brought up that that week the Courthouse will be closed due to construction work. The departments will be moved to different areas in the Public Safety Building and Annex 4. It was brought up that this probably needs to be on the agenda for the County Board meeting next week to discuss how to let the public know.

There is a curve on the road between Roanoke and Benson along Rt. 116 that has a bump in it. That road is a state road, and you will need to call 671-3333 with any concerns.

Meridian road will be close starting next Monday for a while.

The Highway Department is out mowing and paint striping.

10. Executive Session.

11. Action coming out of Executive Session.

12. Motion to Adjourn.

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

Meeting adjourned at 9:35 A.M.

Submitted by: Deb Breyman



Dan Steffen, Chairman
Road and Bridge Committee