

Road and Bridge Committee
Woodford county Highway Department – Roanoke IL
Monday, January 11, 2021
AGENDA
8:00 A.M.

- 1. Call meeting to order.....Richard Hill, Chairman**
- 2. Roll Call.**
- 3. Review meeting minutes of regular meeting on December 8, 2020.**
- 4. Review and consider minutes of past Executive Sessions.**
- 5. Public comment.**
- 6. Consider claims for the January 19, 2021, Board meeting**
- 7. Old Business:**
- 8. New Business:**
 - (a) Discuss and act on Wheel Loader bid.
- 9. Other:**
 - New Shop Building.
 - Fuel Bid Results.
 - Discuss 2021 Seal Coat.
 - Spring Weight Limits.
 - Next Month bid openings for materials and crack sealant.
- 10. Executive Session.**
- 11. Action coming out of Executive Session.**
- 12. Motion to Adjourn.**

**Road and Bridge Committee
Woodford county Highway Department – Roanoke IL
Tuesday, December 8, 2020
MINUTES
8:00 A.M.**

1. **Call meeting to order**
The meeting was called to order at 8:02 AM.
2. **Roll Call.** - Richard Hill, Barry Logan, Dan Steffen, Dave Meinhold all present. Donald Tolan was excused. Also present was Woodford County Engineer Conrad Moore.
3. **Review meeting minutes of regular meeting on November 9, 2020.**
Motion to approve the November 9, 2020 regular minutes made by Logan, seconded by Steffen.
Motion passed.
4. **Review and consider minutes of past Executive Sessions.**
5. **Public comment.**
6. **Consider claims for the December 15, 2020, Board meeting**
Motion to approve the December claims made by Steffen, seconded by Meinhold. It was asked what the Computer Support Transmap to Tri-County was for. That was for the PCI (Pavement Condition Index) rating that Tri-County did on the county roads. Tri-County received a grant for them to rate roads in the tri-county area, and Woodford County opted in. *Motion passed.*
7. **Old Business:**
8. **New Business:**
 - (a) **Discuss and act on Vice-Chairman**
Motion to nominate Dan Steffen as vice-chairman of the Road and Bridge Committee made by Logan, seconded by Meinhold. *Motion passed.*
 - (b) **Discuss and act on Road and Bridge Committee meeting schedule for session.**
Motion to approve the schedule as provided made by Logan, seconded by Meinhold. We will continue to meet at 8:00 AM on Mondays. The only change is in October, when a holiday falls on the Monday we are to meet. That month we will meet on Tuesday. *Motion passed.*
 - (c) **Discuss and act on resolution to allow County Engineer to approve fuel purchase.**
Motion to approve Resolution 2020/21-004 to allow the County Engineer to approve the fuel bid made by Steffen, seconded by Logan. Bids are received for the purchase of fuel for the year. This authorizes the County Engineer to accept the lowest bid. This bid is to lock in a price per gallon for the year. It was asked on how the volume needed is determined. The Engineer looks at past amounts and estimates what will be needed. We could use more, due to heavy snow falls, or less than what is estimated. There is no set quantity that has to be purchased. *Motion passed.*
 - (d) **Discuss and act to appropriate County Engineer's salary from MFT Fund.**
Motion by Logan to approve Resolution 2020/21-005 for the payment of the County Engineer salary, seconded by Meinhold. This resolution allows for the County Engineer's salary to be paid for out of the County MFT Fund, with half of it reimbursed by IDOT's Federal Surface Transportation Funds. *Motion passed.*

Road and Bridge Committee
Woodford county Highway Department – Roanoke IL
Tuesday, December 8, 2020
MINUTES
8:00 A.M.

(e) Discuss and act on Road Use Agreement

Motion to approve Resolution 2020/21 – 006 for a road use agreement with Panther Grove Wind, LLC made by Steffen, seconded by Meinhold. This agreement was drafted by the attorney that the County engaged to write and review such agreements. Discussion on if we look at how other counties handle road use agreements for wind farms. The attorney who wrote the County's road use agreement is the same attorney that writes the road use agreements for surrounding areas, so the agreements are pretty consistent among the counties. Mr. Moore pointed the points of the agreement that are vital – project that must be completed before construction begins, submitting construction plans for approval, scope of repairs, marked locations of entrances, dust control measures, permit fees (\$15,000 per tower to county and \$20,000 per tower to townships), reimbursement of direct cost for oversight and management of inspections, post construction obligations (it was asked if the roads would be A2 or A3 grade. The county has never put A2 grade on any county highway. The agreement states it will be A2 grade, but the committee wants this changed to A3 grade.), letter of credit, annual operation fee (\$2,000 per mile with an increase of 2% each year), attorney fees paid by Panther Grove, plans for daily work (give us an idea what will be done each day). Discussion on putting restriction on the times they can operate. It was decided that we do not want to put any restrictions on hours of work., violation form (if a road is used that is not part of agreement, that road will be grandfathered into agreement). Motion to amend page 20, paragraph (e) and strike A2 and insert A3, and on page 35, in the first paragraph to strike "insert" and replace with "insert" made by Logan, seconded by Meinhold. *Motion passed.*

Discussion on if A2 appears anywhere else in the agreement. Motion by Logan amend agreement on page 20, paragraph (f) and replace A2 with A3 and any subsequent A2 in the agreement be replaced by A3, seconded by Steffen. *Motion passed.*

Vote on original motion as amended – *Motion passed.*

(f) Discuss and act on Windfarm Engineering Agreement

Motion to approve Resolution 2020/21-007 for an Engineering Agreement with Hutchison Engineering to administer Panther Grove Wind road use made by Steffen, seconded by Meinhold. Mr. Moore is confident that Hutchison can handle this. Hutchison is currently administering the ongoing Marshall County road use agreement. It was stated that they were called on County Highway 2 when the wind farm in Marshall County was being constructed and they used CH2 and were not supposed to. Hutchison handled the problem. It was stated that we need to inspect CH2, as that road did get used by the wind farm until they were told to stop using it. *Motion passed.*

9. Other:

County-wide pavement condition rating update

The pavement assessment from Tri-County has been completed. Overall the PCI on the roads in Woodford County is 80, which is good. The PCI looks at roughness, distress, deflection, skid resistance, and cracking. The lowest graded highway was the Metamora/Washington road. In the next month or so a maintenance resolution is anticipated. It was asked if this road could be eligible for TARP funds, but was felt that it is not. We also cannot get STR funds for this road either due to the County's current STR fund balance.

Road and Bridge Committee
Woodford county Highway Department – Roanoke IL
Tuesday, December 8, 2020
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Miscellaneous Road & Bridge Info

Mr. Moore provided the committee with overview of the funds the Highway Department receives, a calendar of when items are addressed by month, a county highway map and a county bridge map. Overall we are in good shape. The committee thanked Mr. Moore for putting this together and found it very helpful.

We have outgrown the current maintenance shed and it is not insulated well. For those reasons we have been saving money for a new maintenance shed. The committee would like to get everything ready so this new shed can be built in 2022. So this year we will have to weigh all the options of where to put, what to build, etc. We have saved 1.2 million to put toward the new shed. This committee wants to make sure that money saved is used for the purpose intended.

Next month: Supplemental MFT Resolution
Equipment bids
Fuel Bids

10. Executive Session.

11. Action coming out of Executive Session.

12. Motion to Adjourn.

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

Meeting adjourned at 9:07 AM

Submitted by: Deb Breyman

Richard Hill, Chairman
Road and Bridge Committee

CLAIMS SUMMARY SHEET FOR THE WOODFORD COUNTY HIGHWAY DEPARTMENT

Following are the totals of all claims for each fund of the Woodford County Highway Department approved at the January 11, 2021 Road and Bridge Committee meeting. The individual claims for each fund will be submitted for approval and payment at the January 19, 2021 County Board Meeting. This summary sheet is prepared at the request of the County Clerk.

County Highway Fund	\$13,201.62
County Bridge Fund	\$25,204.14
County Matching Fund	\$5,844.15
County Motor Fuel Tax Fund	\$0.00
Township Motor Fuel Tax Fund	\$14,275.00
Township Bridge Fund	\$0.00

Submitted and Approved by the Road & Bridge Committee at the meeting held:

January, 2021

County Highway
Date Range: 1/1/2021 - 1/1/2021

Date: Tuesday, January 5, 2021

The Committee for Woodford County have met and approved the following Claims.

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
1/1/2021 CHECK:	ARAMARK UNIFORM SERVICES	CH Line Item: 001-610-6081-002 UNIFORMS FOR DECEMBER 2020(157.75 WOCO, 57,	1-10-211	215.50
		CHECK TOTAL:		215.50
1/1/2021 CHECK:	CONRAD MOORE	CH Line Item: 001-610-6083-002 T.H.E.CONFERENCE REGISTRATION	1-10-309	100.00
		CHECK TOTAL:		100.00
1/1/2021 CHECK:	DIGGLE ACE HARDWARE	CH Line Item: 001-630-6230-002 BOLTS, WASHERS, SCREWS, ANCHORS	1-30-342	16.99
1/1/2021 CHECK:	DIGGLE ACE HARDWARE	CH Line Item: 001-630-6230-002 PAINT & BRUSH, SPRAY PAINT, AIR HOSE ENDS, P	1-30-342	93.94
		CHECK TOTAL:		110.93
1/1/2021 CHECK:	DOUG MULLEN	CH Line Item: 001-610-6083-002 ANNUAL SURVEYOR CONFERENCE	1-10-309	199.00
		CHECK TOTAL:		199.00
1/1/2021 CHECK:	EVERGREEN FS, INC.	CH Line Item: 001-630-6231-002 #2 ULTRA (770 GAL), #1 FUEL (1000 GAL), UNLEAD	1-30-343	5,776.05
		CHECK TOTAL:		5,776.05
1/1/2021 CHECK:	IACE	CH Line Item: 001-610-6083-002 DUES & ASSESSMENTS	1-10-309	937.72
		CHECK TOTAL:		937.72
1/1/2021 CHECK:	KENNEL ELECTRIC INC.	CH Line Item: 001-630-6233-002 #502-LABOR VOLTAGE REGULATOR	1-30-347	270.00
		CHECK TOTAL:		270.00
1/1/2021 CHECK:	LEE ENTERPRISES-CENTRAL ILLIN	CH Line Item: 001-610-6079-002 AD FOR ENG TECH SECOND TIME	1-10-207	41.60
1/1/2021 CHECK:	LEE ENTERPRISES-CENTRAL ILLIN	CH Line Item: 001-610-6079-002 NOTICE OF LETTING	1-10-207	44.80
		CHECK TOTAL:		86.40
1/1/2021 CHECK:	LINCO EQUIPMENT, INC.	CH Line Item: 001-630-6229-002 #201-SPINNER MOTOR	1-30-341	189.16
1/1/2021 CHECK:	LINCO EQUIPMENT, INC.	CH Line Item: 001-630-6229-002 #STK-SPINNER	1-30-341	74.14

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
1/1/2021	LINCO EQUIPMENT, INC.	CH Line Item: 001-630-6229-002	1-30-341	189.16
CHECK:		#202-SPINNER MOTOR		
			CHECK TOTAL:	452.46
1/1/2021	MENARDS-WASHINGTON	CH Line Item: 001-630-6230-002	1-30-342	107.92
CHECK:		WHITE SPRAY PAINT		
			CHECK TOTAL:	107.92
1/1/2021	MES	CH Line Item: 001-610-6082-002	1-10-308	22.20
CHECK:		AAA BATTERIES (24) ALK 9v (12)		
			CHECK TOTAL:	22.20
1/1/2021	MINONK AUTO PARTS	CH Line Item: 001-630-6229-002	1-30-341	33.42
CHECK:		#STK-SPREADER BULBS		
1/1/2021	MINONK AUTO PARTS	CH Line Item: 001-630-6229-002	1-30-341	219.64
CHECK:		#055-STARTER & CORE CHG		
1/1/2021	MINONK AUTO PARTS	CH Line Item: 001-630-6229-002	1-30-341	48.38
CHECK:		#STK-COMPRESSION QUICKFIT(6)		
1/1/2021	MINONK AUTO PARTS	CH Line Item: 001-630-6229-002	1-30-341	22.28
CHECK:		#STK-SPREADER BULBS		
1/1/2021	MINONK AUTO PARTS	CH Line Item: 001-630-6230-002	1-30-342	35.22
CHECK:		WASHER, SCREW, VALVE KNOB		
			CHECK TOTAL:	358.94
1/1/2021	PITNEY BOWES INC.	CH Line Item: 001-610-6081-002	1-10-211	132.35
CHECK:		QUARTERLY RENT & REFILL CHARGE		
1/1/2021	PITNEY BOWES INC.	CH Line Item: 001-610-6082-002	1-10-308	80.74
CHECK:		INK		
			CHECK TOTAL:	213.09
1/1/2021	QUILL CORPORATION	CH Line Item: 001-610-6082-002	1-10-308	164.96
CHECK:		TONERS (2)		
1/1/2021	QUILL CORPORATION	CH Line Item: 001-610-6082-002	1-10-308	50.50
CHECK:		WIFI ROUTER		
1/1/2021	QUILL CORPORATION	CH Line Item: 001-610-6082-002	1-10-308	122.97
CHECK:		PAPER, TONER, WIRELESS MOUSE, LEGAL PADS,		
1/1/2021	QUILL CORPORATION	CH Line Item: 001-610-6082-002	1-10-308	94.43
CHECK:		11 X 17 PAPER, PAPER		
			CHECK TOTAL:	432.86
1/1/2021	ROANOKE FORD	CH Line Item: 001-630-6228-002	1-30-247	915.90
CHECK:		#017-LABOR ON TURBO		

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
1/1/2021 CHECK:	ROANOKE FORD	CH Line Item: 001-630-6229-002 #055-TURBO REPAIR	1-30-341	2,059.33
			CHECK TOTAL:	2,975.23
1/1/2021 CHECK:	ROANOKE IGA	CH Line Item: 001-630-6230-002 CLEANING SUPPLIES	1-30-342	22.41
			CHECK TOTAL:	22.41
1/1/2021 CHECK:	ROANOKE MOTOR INC.	CH Line Item: 001-630-6229-002 #001-GAS CAP	1-30-341	29.70
			CHECK TOTAL:	29.70
1/1/2021 CHECK:	RUSTY'S DOOR SERVICE	CH Line Item: 001-635-6238-002 SERVICE CALL-BAY DOOR	1-35-441	285.00
			CHECK TOTAL:	285.00
1/1/2021 CHECK:	TRI CO REGIONAL PLANNING	CH Line Item: 001-630-6237-002 TRANSMAP	1-30-354	105.00
			CHECK TOTAL:	105.00
1/1/2021 CHECK:	WASHBURN LAWN & GARDEN	CH Line Item: 001-630-6228-002 #SAW-SHARPEN CHAINS (14)	1-30-247	96.50
1/1/2021 CHECK:	WASHBURN LAWN & GARDEN	CH Line Item: 001-630-6231-002 BAR OIL, 6 PACK MIX OIL	1-30-343	43.50
			CHECK TOTAL:	140.00
1/1/2021 CHECK:	WATTS COPY SYSTEMS INC.	CH Line Item: 001-610-6081-002 STANDARD PAYMENT & IMAGES (2 MONTHS)	1-10-211	250.93
			CHECK TOTAL:	250.93
1/1/2021 CHECK:	WIGAND DISPOSAL	CH Line Item: 001-610-6081-002 2 YD DUMPSTER RENTAL	1-10-211	110.28
			CHECK TOTAL:	110.28

TOTAL CLAIMS: 13,201.62

Approved by

County Engineer

Submitted for approval.

DATED: Tuesday, January 5, 2021

County Bridge
 Date Range: 1/1/2021 - 1/1/2021

Date: Tuesday, January 5, 2021

The Committee for Woodford County have met and approved the following Claims.

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
1/1/2021	CONRAD MOORE	CH Line Item: 002-650-6490-002	2-50-126021	127.81
CHECK:		SEC 11-00126-00-BR CH#9 ENVIR. ASSESSMENT		
			CHECK TOTAL:	127.81
1/1/2021	HUTCHISON ENGINEERING, INC	CH Line Item: 002-670-6892-002	2-70-111481	5,576.25
CHECK:		SEC 20-11148-00-DR ENGINEERING		
			CHECK TOTAL:	5,576.25
1/1/2021	KASKASKIA ENGINEERING GROUP,	CH Line Item: 002-670-6894-002	2-70-051491	2,481.25
CHECK:		SEC 20-05149-00-BR ENGINEERING		
			CHECK TOTAL:	2,481.25
1/1/2021	MAURER STUTZ, INC.	CH Line Item: 002-650-6490-002	2-50-126021	13,810.00
CHECK:		SEC 11-00126-00-BR ENGINEERING		
			CHECK TOTAL:	13,810.00
1/1/2021	METAMORA TOWNSHIP ROAD DIST	CH Line Item: 002-680-6876-002	2-80-999991	3,208.83
CHECK:		SEC 20-08157-BA-BR PART PAY #2 THRU 12-31-2020		
			CHECK TOTAL:	3,208.83
			TOTAL CLAIMS:	25,204.14

Approved by

County Engineer

Submitted for approval.

DATED: Tuesday, January 5, 2021

Matching
Date Range: 1/1/2021 - 1/1/2021

Date: Tuesday, January 5, 2021

The Committee for Woodford County have met and approved the following Claims.

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
1/1/2021 CHECK:	MAURER STUTZ, INC.	CH Line Item: 003-640-6328-002 SEC 20-00091-03-BR ENGINEERING	3-40-910011	3,755.92
1/1/2021 CHECK:	MAURER STUTZ, INC.	CH Line Item: 003-640-6328-002 SEC 16-00091-02-RR ENGINEERING	3-40-910011	1,488.23
			CHECK TOTAL:	5,244.15
1/1/2021 CHECK:	WOODFORD COUNTY TITLE CO.	CH Line Item: 003-640-6328-002 OWNERSHIP REPORT-J HOUSEHOLTER	3-40-910011	75.00
1/1/2021 CHECK:	WOODFORD COUNTY TITLE CO.	CH Line Item: 003-640-6328-002 OWNERSHIP REPORT-C KUEBLER	3-40-910011	75.00
1/1/2021 CHECK:	WOODFORD COUNTY TITLE CO.	CH Line Item: 003-640-6328-002 OWNERSHIP REPORT-T ROLEY TRUST	3-40-910011	300.00
1/1/2021 CHECK:	WOODFORD COUNTY TITLE CO.	CH Line Item: 003-640-6328-002 OWNERSHIP REPORT-PFISTER LAND TRUST	3-40-910011	150.00
			CHECK TOTAL:	600.00
			TOTAL CLAIMS:	5,844.15

Approved by

County Engineer

Submitted for approval.

DATED: Tuesday, January 5, 2021

Township Motor Fuel Tax
 Date Range: 1/1/2021 - 1/1/2021

Date: Tuesday, January 5, 2021

The Committee for Woodford County have met and approved the following Claims.

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
1/17/2021	MAURER STUTZ, INC.	CH Line Item: 006-630-6280-002	6-30-172000	4,275.00
CHECK:		SEC 20-17150-77-BR ENGINEERING		
			CHECK TOTAL:	4,275.00
1/1/2021	PANOLA TOWNSHIP ROAD DISTRICT	CH Line Item: 006-630-6276-002	6-30-132000	10,000.00
CHECK:		FY2020 EQUIPMENT RENT		
			CHECK TOTAL:	10,000.00
			TOTAL CLAIMS:	14,275.00

Approved by

 County Engineer

Submitted for approval.

DATED: Tuesday, January 5, 2021

301 South Main Street
 Roanoke, IL 61561
 Phone 309-923-2891
 FAX 309-467-7220
 highway@woodford-county.org

Woodford County Highway Department

Memo

To: Chairman Hill and Members of the Woodford County Road & Bridge Committee
From: Conrad Moore, P.E., County Engineer
CC: File
Date: January 8, 2021
Re: January 2021 Agenda Item 8(a) (Wheel Loader Bids)

Background:

Woodford County Highway Department ("Department") is tasked with highway maintenance activities on County Roads as part of its duties to maintain the local roads system. Currently, the Department utilizes 2009 Wheel Loader for loading materials, especially salt/cinder mix in the winter. The wheel loader is due for replacement due to age and utilization, especially in the salt environment.

The Department has solicited bids for the purchase of one (1) new wheel loader based upon its membership in Sourcewell.

Bid results are attached. The Department has selected the low bidder based upon the following:

- Total Purchase Price of 1 wheel loader, less trade-in value of 1 existing wheel loader.

Purpose:

The Department strives to maintain county roads and appurtenances in a satisfactory manner, which includes loading materials in a safe and efficient manner. The new equipment will provide for reliable loading capabilities, which is especially important during snow season.

Applicable Rules:

Woodford County Purchase Ordinance.

In January 2019, the Department received approval from the Woodford County Board to use Sourcewell as an option for the purchase of equipment (Resolution 2018/19-013). The Department is allowed to contact vendors that participate in Sourcewell for particular items, and through Sourcewell, those items have been legally advertised and bid.

Other Information:

After the purchase of the new equipment and trade-in of the aforementioned equipment, the Department will have the following wheel loader:

- One (1) 2021 John Deere 624P Wheel Loader.

Financial Summary:

The 2021 County budget contains two line items for equipment, designated as follows:

- County Highway Funds – Line Item 001-635-6239-002
- County Highway Funds – Line Item 001-635-6342-002

Recommendation:

The County Engineer recommends the Road and Bridge Committee accept the low bid for the purchase of the equipment as summarized on the attached bid tabulation and resolution, and forward the recommendation to the full County Board for approval to purchase said equipment.

STATE OF ILLINOIS)
) SS.
COUNTY OF WOODFORD)



WOODFORD COUNTY BOARD

January 19, 2021 A.D.

RESOLUTION #2020/21-010

**WOODFORD COUNTY HIGHWAY DEPARTMENT
RESOLUTION TO PURCHASE WHEEL LOADER**

WHEREAS, the Woodford County Highway Department has the need to purchase one (1) new wheel loader to be used for Department operations, and

WHEREAS, the Woodford County Highway Department acting through the Road and Bridge Committee and as a member of Sourcewell solicited bids from vendors that participate in the Sourcewell bidding process, and

WHEREAS, items purchased through Sourcewell meet the bidding requirements, and

WHEREAS, the Woodford County Highway Department was authorized to participate in Sourcewell through the passage of Resolution Number 2018/19-013, and

WHEREAS, the lowest responsive bid was submitted by Martin Equipment of Goodfield, IL, in the amount of one hundred thirteen thousand dollars (\$113,000.00), which includes the trade in of the County's existing wheel loader.

THEREFORE, BE IT RESOLVED, that the Woodford County Board, State of Illinois, hereby accepts and awards to the bidder listed herein and that the County Engineer is authorized to execute purchase documents.

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 provide 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 monthly meeting held at Eureka, Illinois on January 19, 2021.

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 19th day of January, 2021.

(SEAL)

ATTEST:

Dawn Kupfer – Clerk of the Woodford County Board

John Krug – Chairman of Woodford County Board

BID TABULATION - 2021 WHEEL LOADER

WOODFORD COUNTY
 ROAD DISTRICT ...Woodford County
 SECTION ...Wheel Loader
 BID OPENING DATE ...Jan 7, 2021 @ 10 AM

File saved as ...Bid Tab (Wheel Loader)

	BIDDER NO. 1	BIDDER NO. 2
	Martin Equipment Goodfield, IL 309-965-2502 Warranties: Y John Deere 624P	Birkey's Bloomington, IL 309-261-4497 Warranties: Y Case 721G
ITEM	PRICE	PRICE
Wheel Loader	\$181,000.00	\$186,770.00
Trade-in Value (2009 JD 624K Wheel Loader)	(\$68,000.00)	(\$50,000.00)
	\$113,000.00	\$136,770.00

LOW BID