

**ROAD AND BRIDGES COMMITTEE
COUNTY BOARD ROOM
THURSDAY, JANUARY 4, 2018
MINUTES
4:30 PM**

1. Call meeting to order Doug Huser, Chairman at 4:30 PM

2. Roll Call – Doug Huser, Duane Kingdon, Randy Roethler, present. Andy Rokey is excused. John Krug absent. Also present was County Engineer Lindell Loy.

3. Review meeting minutes of regular meeting on December 7, 2017.

Mr. Roethler motioned to change the last sentence in paragraph three under subheading 11 Other to end at the common and remove the portion that states, “and the committee agreed.” Mr. Kingdon seconded motion. Discussion was held. *Motion failed.* Mr. Kingdon motioned to change the wording to “all present in agreement with the exception of Mr. Roethler.” Mr. Roethler seconded. *Motion passed.* Motion to approve the amended December 7, 2017 minutes made by Kingdon, seconded by Roethler. *Motion passed.*

4. Review and consider minutes of past Executive Sessions. none

5. Public comment.

6. Consider claims for the November 21, 2017, Board meeting.

Motion made by Mr. Kingdon, seconded by Roethler to approve the December claims. Mr. Kingdon asked about the heating of the big shop. Mr. Loy stated that it was gas heat, and that both tanks are up and running with mix 1 & 2 in them. Mr. Huser inquired about the charges on the trucks to Rush Truck Center. He also asked about the 2 yard trash bin rental. Mr. Loy stated that it was paid every three months. Mr. Roethler asked if the crank shaft was replaced by us, and Mr. Loy stated that to his knowledge it was. Mr. Roethler also questioned what the Pitney Bowes rental was for. Mr. Loy stated that it was the stamp meter machine. Mr. Roethler stated he believes that those machines can now be purchased. Mr. Huser suggested that the committee hold this discussion till we discuss budget savings. *Motion passed.*

7. Old Business:

(a) Consider Access Ordinance amendments from February 9, 2017, Public Hearing.

Mr. Kingdon stated that at 5:30 on Tuesday, January 9th there will be a public hearing. He stated that they would like to have the Access Amendment from R&B attached to it to take to the Board in March. Mr. Huser stated that he thought it was the subdivision code, not the access code that was to go with it. Mr. Loy stated they were hoping to pass it all at the same time so there are no gaps. He stated that they had a public hearing, and it was presented to the Board, but it got kicked back to the committee over a year ago. Mr. Loy will gather the information, and bring it to the committee next month so the committee can go over it and get it ready to be presented to the Board.

(b) Discuss and act on FY 2016/17 Budget savings

Mr. Huser went back to Mr. Roethler’s question about purchasing the Pitney Bowes machine. He questioned what the Courthouse did. He requested Ms. Breyman to do some research regarding purchasing it, and what the Courthouse did. Mr. Kingdon stated that he believes that it can all be done on line now, but Ms. Breyman stated she believed that was for packages, not daily mailings. Mr. Roethler stated that we could combine the Highway Department with the Courthouse and only have one meter. It was brought up that driving to Eureka every day to bring the mail from Roanoke to Eureka was not saving money as mileage and time would have to be paid.

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Mr. Huser asked about the bridge inspections, and how the townships are complaining about not having someone in the County to inspect the bridges. Mr. Loy stated that it is a lot of money to send someone to the classes to be certified. Then once they are certified, they leave for a better job. Wendell is doing a good job, at a cheap rate. Mr. Huser asked how often bridges are inspected, and Mr. Loy stated it depends on the bridge age, condition and structure. Some are every 2-4 years, and some are at every year. There are roughly 163 total bridges in the County. The Highway Dept. is responsible for 36 bridges, townships responsible for 118, municipalities responsible for 8, and Rail Road for 1. Mr. Huser asked where the railroad bridge was located and inquired if the townships reimburse for the inspection of their bridges. Mr. Loy stated that railroad bridge was on Grimm Road by the township office, and yes they townships do reimburse us. Mr. Kingdon inquired about the time it takes to inspect the bridge, and Mr. Loy stated it is more than just inspecting the bridge, there is also paperwork that has to be filled out and submitted. Mr. Huser stated that if Wendell Engineer inspects a bridge, and finds a problem, then we have to inspect again, so Wendell Engineer has to be paid, and then so does the Highway Dept. Mr. Huser asked Mr. Loy to research and put together numbers on what it would cost to train someone to do bridge inspections in house.

(c) Consider noxious weed superintendent

Mr. Huser believed that it was voted on last month that Ms. Breyman would do the paperwork, Highway Dept. would take care of the right of ways, and Zoning would do private property. It was clarified that this was discussed, but no vote was taken. Mr. Huser asked the committee if they would be okay with him and Ms. Breyman sitting down together, and going over the SOP that she drafted, and work out the kinks, and get something in writing with regard to who does what. He will bring our drafts to next month's meeting. The committee agreed to this.

8. New Business:

(a) Discuss and act on appropriating Motor Fuel Tax funds for CH 12 culvert replacement project located on CH12, Banta Road, Section 17-00168-00/

Mr. Loy requested that the committee appropriate \$10,000 from the MFT funds for the construction of the Banta Road Culvert project. He provided a map to show what they proposed to do. A 7 foot diameter cross road culvert, 10 ft. diameter drop structure with a 7 foot diameter culvert at the bottom. There will be some fill to get the slope back to a 2:1 ratio & drainage easement on the north side. On the upstream side, the pipe will be set at the stream level. He stated that before the State will review this they need to have the funds appropriated. Mr. Roethler questioned if this was a drop structure or what. Mr. Loy stated it would be a cast in place foundation. Mr. Roethler asked if the pipe was plastic lined or some type of sealant lined culvert so it doesn't rot out as quickly. Mr. Loy stated that it will be a coated steel pipe that is coated both inside and out. Mr. Roethler inquired about the life span of such a pipe and Mr. Loy stated about 75-100 years. Mr. Roethler than questioned about the pipe manufacturer having a recommendation on the life expectancy. Mr. Loy stated that we follow IDOT specification, and it determines the gauge of the pipe and steel. Mr. Huser asked Mr. Loy if it would be to our benefit to oversize the pipe, and in 75 years, feed a liner through it when it rots. Mr. Loy stated that the dimensions used would accommodate putting a liner in it down the road. Mr. Huser stated that the life expectancy will be determined by how much rain and fertilizer that gets in there. Mr. Roethler questioned about putting concrete at the end of the outlet pipe to help spillway disbursement to help keep rip rap in place. Mr. Loy stated that they will be using R5 rip rap, which is good size and it should hold it. It doesn't go by diameter, but by weight. Mr. Roethler is concerned that the downstream landowner won't let us do anything, so as his land erodes, our rip rap will wash away. Mr. Loy stated that is a 400 pound rip rap, so there is some weight there. Motion

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by Mr. Roethler to appropriate \$10,000 of the MFT funds for CH 12 culvert project, seconded by Kingdon. Mr. Roethler wants to know if the resolution will have all the structure specification on it. Mr. Loy stated that it will be the standard IDOT form. *Motion passed.*

(b) Discuss and Act Utility Ordinance amendments.

Mr. Loy stated that Mr. Snedeker recommended that we update the utility ordinance. Mr. Loy did a draft update, sent it to Mr. Snedeker who sent it to attorney Jane May. Ms. May made some changes to Mr. Loy's draft. Mr. Loy provided a copy of that draft stating that everything that is underlined has been added. (Copy of draft is attached.) Mr. Huser asked about the minimal liability insurance, and Mr. Loy looked it up and reported that 2 million is what is stated. Mr. Loy forwarded a copy to State's Attorney Minger, but has yet to hear back from him. Mr. Huser questioned if there is a separate ordinance to farmers and their field tiles. Mr. Loy stated that he has been telling them to fill out the utility form. Mr. Huser questioned if we should add specifications as to pipe they need to use. Mr. Loy stated that is not covered in here, but it is probably a good idea to include it. Mr. Roethler asked why they go under the road, and Mr. Kingdon explained the process to him. Mr. Huser asked what the county policy is for fixing it in the right of way if it springs a leak. Mr. Loy stated that it has been the policy to fix it. Mr. Roethler questioned why the County is paying for it and not the farmer. Mr. Loy stated that it is in our right of way. Mr. Roethler stated it is not our property, but the farmers. Mr. Huser would like to see it spelled out more to specifically state the farmer or landowner, and the type of tile. He believes that if it is our policy to maintain it, then it needs to be done to our specifications, or we won't maintain them. Mr. Roethler stated that he would like to see it state that the farmer is responsible for fixing and not the County, and it needs to be fixed and maintained so it doesn't damage the County right of way. Mr. Huser stated that the farmer could fix it anyway they wanted, and that could affect the road and damage it. Mr. Loy stated that if you make the farmer fix it, then they are going to have to be bonded and have insurance. If it is inside the right of way, the highway department knows they will fix it, and fix it right. Mr. Huser asked Ms. Breyman to look into what Illinois Tile Law says about drainage tile going through right of way of roads. Mr. Roethler stated that he can understand the farmer not getting bonded and getting insurance, but then if we fix, we need to be charging the farmer for it. Mr. Kingdon stated that there are reasons it springs a leak – such as ditch grating is lower than field, so you get freezing and thawing, and it is not the farmer's fault that the ditch is grated lower. Mr. Huser brought up the entrance culvert to a person's property. If it plugs up, we fix it. So what is the difference between field tile and entrance culvert. Mr. Loy will come up with some ideas for including specification and bring back next month.

9. Other:

Projects. – Discuss 2018 reseal.

Mr. Loy informed the committee of proposed reseal work for the summer of 2018. He provided a map to show where proposed reseal work would take place. (map attached) Highway #2 is A on the map. There is 7 miles, estimated at \$59,000, hot oil and chips, and just 5 foot edges along white line would be done. Letter B – 2 miles of highway 1 – continue south from where they left off last year, A1 surface using hot oil and crushed gravel, whole width of road. Letter C – Sante Fe Trail – 3.7 miles going into Metamora and finishing the stretch from last year. Hot oil with 5/8 chips to be applied to asphalt surface. Second lift would be emulsion with 3/8 inch crushed gravel. Letter D – highway 27, 1 mile stretch, debating doing A 2 surface or doing an A1 hot oil and 3/8 in chips. It will go from a green to a red or yellow surface. Letter E – 4.3 miles CH 10 and 3 – it is yellow for A1 surface of hot oil and chips. There is a possibility of taking Highway 27 to one layer and eliminating Letter E which would take the total cost

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down. Mr. Roethler asked what the difference was between the crush gravel and chips. Mr. Loy stated that crushed gravel is a little more angularity which gives a little more bite to the tires. Mr. Huser asked if Santa Fe Trail has been cracked sealed. Mr. Loy stated that they would be crack sealing Santa Fe Trail, Highway 1 and Highway 23. Mr. Huser stated that several people have questioned about doing CH 1 in the middle when the lower portion is older. Mr. Loy stated that they started toward the middle to see how it went, to use it as a test strip and then move down to 116. Mr. Huser asked if we would use our own boom to sweep and Mr. Loy stated yes. Mr. Huser asked what the reseal budget was for. Mr. Loy stated surface was \$115,000 and matching was \$400,000 but stated that there were other materials that needed to come out of there as well.

Misc. – Next month bid opening for materials, fuel and crack sealant.

Mr. Loy stated that they hope to have a bid opening next month for fuel at 3:30, have the chairman sign those as soon as it passes and bid the crack sealant and start that in late March early April, and then go into the meeting at 4:30. Mr. Loy will also start to advertise for 4-5 summer helpers to start when school is out. Today Mr. Loy dropped off another set of specs to the States Attorney for his approval. Mr. Minger has two sets of construction documents on his desk at this time. Mr. Roethler asked if Mr. Loy was getting a timely response from Mr. Minger on the things he has given him. Mr. Loy stated that he knows Mr. Minger is very busy and he is working with him on the items he has. Mr. Huser stated that ever since he has been on the Board there has been an issue with Legal holding up things. He stated that was the reason Mr. Spence was hired was to handle the County legal issues. But many times we have been held up waiting for legal advice. Mr. Kingdon wondered if when we bid fuel if we shouldn't bid out three or four times, as prices change. Mr. Loy stated that we have to be aware of the Purchase Ordinance and the best time to buy fuel is January, February. Mr. Huser asked if it would be agreeable to do it the old way this year, and track it all year, and see what happens, and address it later. Mr. Roethler stated that since we have advertised, we can't change it now.

Mr. Huser asked Mr. Loy to report on the mailbox. Mr. Loy stated that a snowplow caught it and knocked it over. He has been in touch with the postmaster in Metamora about getting a break-a-way post. Mr. Loy has talked to the owner and he has agreed to let them move it back a couple feet to prevent it from being hit again. Mr. Roethler wanted to know if this was the outhouse mailbox and would they putting the outhouse mailbox back up. Mr. Loy stated that it was the outhouse mailbox and a standard mailbox would be put up. Mr. Huser stated that people put up mailboxes without permission. We have a mailbox ordinance, and wondered if we could possibly tie it into the entrance permit. Mr. Loy thought this was a great idea. Mr. Huser stated that he knows in the past if highway hits a mailbox, the County would give \$75 to fix. But if they buy a plastic mailbox, it freezes and shatters. County will reimburse if metal, but not plastic.

Mr. Huser would like Mr. Loy to look at the Wind Farm Road Agreement and come up with a standard road agreement so that all are treated the same.

Mr. Huser questioned about the wheels that were sold. Mr. Loy stated that Koenig bought the wheels and we got a check from them.

Mr. Huser asked about the suburban. The Board doesn't like the County vehicles being out, and yet Animal Control still has not returned the suburban but is supposed to be an independent contractor. They

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asked that this be put on Public Safety Agenda. Discuss took place as to if Heather even has a contract. Ms. Breyman stated that the last she knew, Mr. Minger had the contract and was to review it. She is not aware of any signed contract at this time. Mr. Huser asked how she was being paid. Ms. Breyman stated that she believed she was being paid monthly. Mr. Roethler stated that there was no signed contract and he doesn't believe you can have a verbal contract. Mr. Kingdon stated that you can have a verbal contract, and if she cashed the payment check, then she has agreed to the verbal contract.

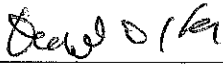
Mr. Huser stated that there is line item to help beautify the lot or compound. He would like the summer help to wax trucks, paint fence, and help to take better care of the facility. Mr. Loy stated that it is his intention to fix the fence behind the ESDA building this summer. Mr. Huser stated that those kinds of things are what that line item should be used for.

- 10. **Executive Session.**
- 11. **Other**
- 12. **Action coming out of Executive Session.**
- 13. **Motion to Adjourn.**


Motion to adjourn made by Kingdon, seconded by Roethler. *Motion passed.*

Meeting adjourned at 6:20 PM

Submitted by: Deb Breyman



Doug Huser, Chairman
Road and Bridges Committee



Date