

**ROAD AND BRIDGES COMMITTEE  
HIGHWAY DEPARTMENT  
THURSDAY, FEBRUARY 8, 2018  
MINUTES  
4:30 PM**

1. **Call meeting to order** ..... **Doug Huser, Chairman at 5:04 PM** (we waited for Mr. Roethler to arrive so we had a quorum.)
2. **Roll Call** – Doug Huser, Randy Roethler, Andy Rokey present. Duane Kingdon excused. John Krug unexcused. Also present was County Engineer Lindell Loy.
3. **Review meeting minutes of regular meeting on January 4, 2018.**

Motion to approve January 4, 2018 minutes made by Roethler, seconded by Rokey. Ms. Breyman stated that she changed #3 which read ‘review meeting minutes of regular meeting on December 7, 2018’ to 2017, and the last sentence also had 2018, which was changed to 2017.  
*Motion passed.*
4. **Review and consider minutes of past Executive Sessions.** None
5. **Public comment.**
6. **Consider claims for the February 20, 2018, Board meeting.**

Motion made by Mr. Rokey to approve February claims, seconded by Roethler. Mr. Huser asked about the temporary easement for Hodel, and Mr. Loy stated it was for a temporary easement for the box culvert project in Roanoke. *Motion passed.*
7. **Old Business:**
  - (a) Consider Access Ordinance amendments from February 9, 2017, Public Hearing.

Mr. Loy stated that to refresh everyone’s memory, they were going to add the mailbox policy to the Access Ordinance. Mr. Loy suggested that the policy be changed to state that the County will only pay to replace a mailbox if the replacement mailbox was metal. Plastic ones shatter and the County will not pay for a plastic one. Mr. Loy will have to sign off on replacing the mailbox. Mr. Rokey asked how many mailboxes we have had to replace. Mr. Loy stated that last year there was none, and this year there have been 2 so far. Mr. Roethler stated the Ordinance should state that we only replace with metal mailbox, we will reimburse for a metal one, but if the home owner wants a plastic one, the County will not pay for it. Mr. Huser asked if the mailbox policy states you can’t have brick. Mr. Huser asked for Mr. Loy to pull up the mailbox policy and the Access Ordinance and bring them next month.
  - (b) Discuss and act on FY 2016/17 Budget savings.

We will be discussing some budget savings later in the agenda, so we will move past this item.
  - (c) Consider noxious weed superintendent.

Mr. Huser thanked Ms. Breyman for creating this policy. Ms. Breyman gave the members a memo from Mr. Minger with regard to the policy. Ms. Breyman stated that Mr. Minger had a concern about Section 6 – cost recoupment. He was concerned that the last sentence, which stated, “an additional 20% of the total costs accrued shall also be added to the assessment for inspection and other incidental costs” did not fall within the Noxious Weed Act, and the Illinois Legislation did not give us the power to do that. Ms. Breyman stated that when she created the policy she just added that in there as a deterrent, but would take it out. Mr. Huser told the committee to take the policy home, review it, and be prepared to discuss it next month.
  - (d) Discuss and act Utility Ordinance amendments.

Mr. Loy revised the Utility Ordinance and State’s Attorney Minger signed off on it. The changes and/or additions that were made are underlined (Ordinance is attached). Mr. Loy stated that some of the utilities don’t like getting the \$25,000 surety bond, and Mr. Minger suggested that they can get a letter of credit from the bank in lieu of the surety bond. Mr. Roethler doesn’t believe that a \$25,000 bond is very expensive and he is curious if the letter of credit will hold them to the same amount of responsibility that a bond would. The bond guarantees that we approve of the work done, and we sign off on it. Mr. Loy stated that the purpose of the bond is that if the utility does damage, the County would repair the work and send the utility a bill. If they refuse to pay the bill, then we go after the bond to cover the expenses. He stated that in the past, when there has been a problem, he calls the utility and they have been more

**ROAD AND BRIDGES COMMITTEE  
HIGHWAY DEPARTMENT  
THURSDAY, FEBRUARY 8, 2018  
MINUTES  
4:30 PM**

than willing to fix the problem. So far it has not been a problem. Mr. Roethler wants to make sure the letter of credit gives us the same guarantee as the bond would. Mr. Huser doesn't have a problem with making them put the bond up. He wants to make it so everyone is doing the same thing. Mr. Roethler stated again that a \$25,000 bond is pretty cheap. There is a risk to the County if someone is boring, and the bond covers us. Mr. Huser sees no issue with certificate of insurance. He stated on page 7 it states you need to case a pipe, and he feels this is excessive. Mr. Loy stated the thought process is if the pipe breaks, you can just pull it out. Mr. Rokey asked whose responsibility it was if the pipe goes under the road. Mr. Huser reported that Ms. Breyman did the research on that, and Ms. Breyman stated that if it goes under the road it is our responsibility to maintain. Mr. Rokey asked what would happen if you can't bore it. Mr. Huser suggested that the language be changed to let the Highway Department make the decision about boring. Mr. Loy stated that he can add "unless otherwise approved by the Highway Department." Mr. Roethler stated he was concerned about people coming to the Highway Department and asking them to approve a difference. Mr. Huser stated that you cannot write an ordinance that covers everything. Mr. Loy stated that he would probably tell them no, but encourage them to come to Road and Bridge Committee and talk to the committee. Mr. Roethler stated that we can make a variance, and make the people go through the paperwork. Mr. Huser stated that they will put this off to the next month when hopefully more committee members will be present.

**8. New Business:**

(a) Discuss and act on fuel bids.

Mr. Loy stated that they had a bid opening that afternoon for fuel and they had two bidders – Evergreen Oil and Yoder Oil. Prices were up a little higher from last year, but Yoder Oil was the low bid at \$55,473.00. Last month the full Board passed a Resolution for the chairman to execute the contract. Motion to approve the low bid of \$55,473 from Yoder Oil made by Rokey, seconded by Roethler.  
*Motion passed.*

(b) Discuss and act on crack sealant material, Section 18-00000-19-GM.

Mr. Loy stated that he had received three bids – Logan Contractors Supply, The Brewer Company, and Sherwin Industries. Sherwin Industries is the lowest cost per pound. Mr. Rokey asked why the bids were for different quantities. Mr. Loy reported that in the bid it was stated that we would not pay more than \$10,000 so the quotes we received were for the amount they could supply for that cost. Mr. Roethler asked if the quantities were what we needed for the year and Mr. Loy stated they will use it all. Mr. Huser asked if there was a difference in the quality of the product, and Mr. Loy stated that Sherwin is a CraftCo product, which is what the County has been using, and is all IDOT approved material. Motion to approve the bid by bidder #3 for \$9337.50 at .415 cents per pound made by Roethler, seconded by Rokey.  
*Motion passed.*

(c) Discuss and act on spray patch oil bids, Section 18-00000-19-GM.

Mr. Loy stated that they had two quotes for spray patch oil. Tri-State, located in Morris, gave a price of \$1.80 per gallon and Steffen's 3D gave a price of \$2.84 per gallon. Mr. Loy stated that a round trip to Morris is about 150 miles, and all they can transport at one time is about 230 gallons. So once you figure in the cost of having to travel to Morris several times, Steffen's will be the most advantageous. Mr. Roethler asked if Tri-State had a delivery service, and Mr. Loy stated no. Mr. Rokey stated that we have no storage tank to hold all the fuel and might need to look into that. Mr. Huser suggested that they accept both bids, and use one that is most advantageous. Mr. Roethler asked if there were no other local bidders, that it is a pretty common material. Discussion took place on where other local companies get their spray patch oil from. Mr. Huser suggested that Mr. Loy look into possibly purchasing a big tank. Mr. Loy stated that he has already done some research into this. Mr. Roethler calculated that the county would need to take 44 trips to Morris at 150 miles round trip. Mr. Huser stated that while Steffen's was higher,

**ROAD AND BRIDGES COMMITTEE  
HIGHWAY DEPARTMENT  
THURSDAY, FEBRUARY 8, 2018  
MINUTES  
4:30 PM**

it was more cost effective to use them. Motion to accept both bids and to use the one that is most advantageous made by Rokey, seconded by Roethler. Mr. Roethler stated that it was a shame we don't have more bidders. There is something amiss to have a 30 percent difference between the two bids. He would like to redo bids. Mr. Roethler stated that if Tri-State is making money at \$1.80, then Steffen has an extreme price hike. Mr. Huser explained that a lot of it had to do with trucking and getting product to the destination. Mr. Roethler argues that Mr. Huser was assuming it was manufactured or produced in Morris. Mr. Huser stated that all they are concerned about is the cheapest cost to the County. Steffen's is the cheapest cost to the county, bottom line. Mr. Huser went on to state a problem that the county had several years ago by not going with the low bid. Mr. Huser stated that it has to be approved by the full Board, so all they are doing is voting to send it forward. This is a time sensitive matter. Mr. Roethler voted to not approve the motion. *Motion failed.* Mr. Huser asked Mr. Roethler what he suggests they do for spray patch material. Mr. Roethler stated he believes it is available by more than two spots. He understood Mr. Huser's point about where it is manufactured, but it could be made in St. Louis, in which it would be cheaper to transport here instead of Morris. Mr. Huser asked Mr. Loy if this was advertised for bid and Mr. Loy stated it was. Mr. Huser went on to say that this is bid every year. We only had two bids because no one is interested. He stated that Mr. Roethler's suggestion to rebid it is wasting county money and there is a possibility that we would get the same two bids we have already, and we would be right back where we are now. The only thing we have to worry about is getting the material at the cheapest rate. Mr. Loy explained to Mr. Roethler about the cost of having to go to Morris. Mr. Roethler stated that he understands that, but feels that we might get a better price from Steffen's if we rebid. He stated that the math does not make sense. Motion to postpone this till next month made by Huser, seconded by Rokey. Roethler votes no, *Motion failed.* Mr. Roethler then makes a motion to rebid which is seconded by Mr. Rokey. Mr. Huser votes no, *Motion failed.* Mr. Huser asked Mr. Loy to hold a special meeting before the Board meeting next Tuesday at 6PM, where more members of the committee will be present and we can get this item taken care of.

- (d) Discuss and act on bids for stockpiling materials (materials delivered to Highway Dept.), 1800000-20-GM.

Mr. Loy stated that this is the annual bid for stock piling materials at the pit. There were two bidders – Gehrig Enterprises and DKS Trucking. Group 2 (Aggregate Surface), 3(White Rock), 4 (3/8 Aggregate Special – Brown Rock) Gehrig is the cheapest, and Group 1(1/4" Aggregate Special) DKS is the cheapest. Motion to approve DKS for FA4 at \$9.25 a ton, and Group 2 to Gehrig Enterprise at \$12.09, Group 3 to Gehrig Enterprise at \$19.75 and Group 4 to Gehrig Enterprise at \$12.99 made by Rokey, seconded by Roethler. *Motion passed.*

- (e) Discuss and act bids for pit materials (material at the pit), 18-00000-25-GM.

Mr. Loy explained that this is the annual bid for getting materials at the pit. Not every vendor has the same materials. Mr. Loy would like the committee to approve, and they will use the pit that has the material they need at the best price and the closest one to the job they are working on. Mr. Roethler questioned that if no price was given, then they could charge us whatever they wanted when we drive up. Mr. Loy stated that no, they give them a sheet with their prices so they know what they are paying before they go. Motion to approve all bidders by Roker, seconded by Roethler. Mr. Roethler asked Mr. Loy if that was the tonnage of what they were going to use. Mr. Loy stated it probably was not, but you never really know as it depends on the several factors, such as rain. *Motion passed.*

- (f) Discuss and act agreement with Wendler Engineering for bridge inspections.

Motion to accept Wendler Engineering for bridge inspection made by Roethler, seconded by Rokey. Mr. Huser votes no till they can discuss bridge inspection training cost. Mr. Loy gave the committee a sheet that outlines the cost of the classes (attached). There are certain classes that will be required to be taken by Conrad Moore and Lindell, while Doug and Steve would be required to take different classes. IDOT

**ROAD AND BRIDGES COMMITTEE  
HIGHWAY DEPARTMENT  
THURSDAY, FEBRUARY 8, 2018  
MINUTES  
4:30 PM**

has to approve the team leader and program manager. One person can be both. The manager has to be a licensed engineer or have 10 years of routine experience in bridge inspections. In order to be the manager, Doug and Steve would have to have 4 years of bridge related experience and 2 years of Bridge inspections, where they would shadow an inspector for that time. Doug and Steve are in their 60's, Conrad is in his 30's but is allergic to poison ivy, so that leaves Lindell. Mr. Loy told the committee that in the past the County has paid for 9 people to attend these classes, and all 9 people have left. Mr. Roethler asked if one person could be both manager and team leader, was that common for the state to approve one person for both? Mr. Loy stated that the person he spoke to in the state didn't seem to have a problem with that. Mr. Roethler stated that there was no immediate return on their investment for Doug and Steve. Ms. Breyman asked if he and Conrad had the time to devote to this. Mr. Loy stated that if we looked at the board, all the red dots were in house projects. Right now there is \$170,000-\$200,000 worth of consulting engineering fees performed in house the last two years. This is the kind of work these guys want to do. They don't want to do bridge work. Right now we have a good team that works well together. Conrad is key to five of those six projects now in design. Mr. Loy stated that Conrad is a huge asset to this County and has done a wonderful job. Mr. Huser asks if a copy of Wendler's reports are sent to the townships. Mr. Loy stated that Wendler usually sends a copy to the townships, but he will send one if the township did not receive it. Mr. Huser asks if someone goes through the report, and Mr. Loy stated that he looks them over. Mr. Huser stated then that would be a cost that needs to be added to Wendler's cost analysis. Mr. Loy stated that it only takes a few minutes to review it. Mr. Huser stated that if the report stated there is something wrong with the bridge, then Mr. Loy would go have to go out and look at it, so that too is an additional cost. There is a lot of cost that is added on that doesn't show up on Wendler's fee. Mr. Huser stated that he is well aware of the people who were trained and left. He is trying to pay people what they are worth so they stay, but no one wants to get on board with him. He wants to get a team together that works with the townships. He would like to do more in house engineering. He will not vote to approve Wendler. Mr. Loy stated that no one is going to be certified in time this year to avoid any delinquent inspections this year. Mr. Roethler says this may be a cost saving effort for next year. He stated that they need to put in a contract with a bridge inspector that they have to stay for a certain length of time, or reimburse the County for the classes. He also stated that Wendler costs are very reasonable. He also believes that the Highway Department is looking at these bridges all the time, not just when a report is done so there really isn't any additional cost there. Mr. Rokey stated that it is a big start-up cost when you don't know how long they stay. Mr. Huser stated that if you are worried about people leaving, then why train anyone. There was discussion on what was paid to Wendler over the past three years. Mr. Rokey asked how much time is spent inspecting bridges. Mr. Loy stated probably 1.5 to 2 hours per bridge. Mr. Huser stated right now they get a piece of paper that says something is wrong with the bridge, and they have to ask how to fix it. Mr. Rokey asked Mr. Huser if his big thing was to get the commissioners back involved, and Mr. Huser stated yes. Mr. Huser asked that Mr. Loy check into attending the March class and put this on the agenda for the special meeting to be held before the Board meeting. Mr. Roethler stated doing the math the cost per bridge is very reasonable. There is no reason we can't write a contract that states if you leave before a certain time you have to pay the money back. Mr. Huser asked what figures Mr. Roethler used to figure the cost per bridge. Mr. Roethler stated he used the figures from what we paid Wendler for the past three years and how many bridges they did in that time. Mr. Huser stated that you also have to include the cost of repairing the bridge. Mr. Roethler stated they are talking only about inspecting the bridges not repairing them. Repairing bridges is totally different. He stated that Mr. Huser was trying to add repairing cost into the inspection costs. The requirements are to go out and inspect. So if the Road Commissioners need repair, they should know how to repair or ask the County Engineer. It doesn't make a difference who does the repair, the cost of repair is not part of inspecting. Mr. Huser stated that Mr. Roethler did not figure what

**ROAD AND BRIDGES COMMITTEE  
HIGHWAY DEPARTMENT  
THURSDAY, FEBRUARY 8, 2018  
MINUTES  
4:30 PM**

it would cost us to do the inspection. That having an in house bridge inspector would save the county and tax payer dollars. He stated that Mr. Roethler is making a comparison with no logic in it. He stated they are getting nowhere, so they can discuss it at the special meeting and that with two things on the agenda now we probably need to make the time 5:30. *Motion failed.*

(g) Discuss and act on procurement of Bulk Rock Salt for FY 2018/19.

This was a joint state bid and we just tag along. Need a resolution for procurement of rock salt for FY 2018/19. The Purchase Ordinance requires that we get it in advance. We tell the state how many tons we want. We will not exceed 1600 ton, but can back off that amount if need be. Mr. Huser asked if we had to take 90% of what we requested. He thought that we could get it for a cheaper price if we lock into a higher quantity and take all that we request, or pay a higher price with the flexible number. Mr. Loy stated that there two options – one is to take 100% minimum purchase required or plus or minus 20% of the number we put on the form. Motion to recommend to County Board for resolution for procurement of Rock Salt for fiscal year 2018/19 not to exceed 1,600 ton made by Rokey, seconded by Roethler. *Motion passed.*

(h) Discuss and act on an engineering agreement with HLR, Inc. for Greene Township, Section 9905134-00-BR.

HLR engineering agreement for Greene Township Bridge. Currently the road is closed at the bridge. HLR is out of Springfield. It will most likely be a two span bridge. The engineering cost will not exceed \$37,000. Motion to send resolution to the County Board not to exceed \$37,000 made by Rokey, seconded by Roethler. *Motion passed.*

(i) Discuss and act on equipment and materials for hydraulic hose repairs.

Mr. Loy stated that guys had an idea to make their own hydraulic hoses. The price is for hoses, fittings and hand pump for \$3,972.65. This quote includes 150 feet of 3/8 inch hose, 150 feet of 1/2 inch hose, and 50 feet of 3/4 inch hose. The pump machine would pay for itself in three years. Mr. Rokey thinks this something they should do. Mr. Roethler stated that the most expensive part is the fittings. He stated that you can buy 20 foot hose at Farm and Fleet for \$20. He doesn't go through that many hoses as Lindell stated they use, and stated that he and Mr. Huser have just as much equipment as the Highway Department. Unless you have a stock pile of fittings, you still have to go places to get the fittings. Mr. Huser stated he has more equipment than the County and he does go through more hoses. He is on board with doing this and thanks the guys for thinking of this. However he believes that they don't need a cheap hand pump. Lawson's will come set up an electric pump for them. Once we get it all set up with Lawson, then look for cheaper suppliers. You will never have all the fittings you are going to need. He believes it will be an easy sell to the County Board as it is a cost saving measure. Mr. Loy stated he will get in touch with Lawsons. Mr. Roethler stated that he doesn't believe that an electric pump will pay off as you can hand pump a hose in 20 pumps. If you are only doing 15 hoses a year, you can easily hand pump that.

(j) Consider CMS Federal Surplus equipment.

Mr. Loy stated that the County was involved in this years ago. He would like to find an air compressor. He needs a resolution to get involved. There is a requirement to keep equipment for a certain amount of time, but it is worth the time to fill out the application. Mr. Roethler made a motion to send this to the County Board, seconded by Rokey. *Motion passed.*

**9. Other:**

**Projects.**

Bids for Marshall County Project (Woodford Section 17-00167-00-BR).

Marshall County has done all the bidding on this. Stark was the low bidder at \$56,126.00. Mr. Roethler asked if we pay 75 % of that and Mr. Loy stated we pay approximately 70%.

**ROAD AND BRIDGES COMMITTEE  
HIGHWAY DEPARTMENT  
THURSDAY, FEBRUARY 8, 2018  
MINUTES  
4:30 PM**

**Misc.**

Postage machine cost

Highway Dept. has a Pitney Bowes machine, the Courthouse has a Waltz. The Pitney Bowes machine is cheaper. Mr. Roethler asked if they do bulk mail pricing, and Mr. Loy stated it was first class rates. Mr. Roethler asked if it would be advantageous to go with Waltz like the Courthouse and get a better price. Ms. Breyman explained that the Courthouse bought the machine. Even though they own the machine, they have to rent the meter for postage. It was decided to keep with Pitney Bowes.

Bridge inspection training cost

See 8 f above.

- Mr. Loy also reported that they did a cost study with changing the oil on the trucks. It is cheaper for them to go to the Ford Dealership and have them change the oil than for the Highway Dept. to do the oil change and deal with disposal of the oil. Mr. Roethler stated that they need to make sure they only change the oil. That they bring you in with offering a cheap oil change price and then do all kinds of other stuff. Mr. Loy stated that he tells them it is only for an oil change.
- 9 d in the package is showing IDOT report of bridges. Mr. Roethler asked if these bridge repairs were budgeted for and do they plan on moving forward with those repairs. Mr. Loy stated that yes they will be moving forward on them. Mr. Huser stated that if the bridge was township, then it would depend if the township had money for repair.
- Mr. Loy plans on having a bid opening for bridge work on County Highway 5 in March. Reseal bid for townships and county sent to the State and Greg Minger for review. Scheduled for bid opening on March 30. County Highway 13 project from 24 into Roanoke is starting to see some movement through the state on design variance and hope to get them approved in the next few days.
- Mr. Huser thanked Lindell and Jayne for giving the committee a detailed packet. He asked that the committee members take a look at the building in Roanoke so they are familiar with what they are talking about.
- Mr. Huser asked if Mr. Loy has had time to look at the windmill agreement. Mr. Loy stated that they are working on a Road Use Agreement and making changes to make it simpler. Mr. Huser asked if there were any fees for permits. Mr. Loy stated that they do not charge for any permits. Ms. Breyman asked if there were statutes that govern permit fees. Mr. Huser didn't know if there any or not.

**10. Executive Session.**

**11. Other**

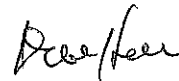
**12. Action coming out of Executive Session.**

**13. Motion to Adjourn.**

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

Meeting adjourned at 7:25.

Submitted by: Deb Breyman



\_\_\_\_\_  
Doug Huser, Chairman  
Road and Bridges Committee

3/18/2018

\_\_\_\_\_  
Date