

ROAD AND BRIDGE COMMITTEE  
WOODFORD COUNTY HIGHWAY DEPARTMENT – ROANOKE, ILLINOIS  
THURSDAY, JULY 5, 2018  
MINUTES  
4:30 P.M.

1. **Roll Call** – Doug Huser, Duane Kingdon, Andy Rokey, John Krug present. Randy Roethler is excused. Also present are Conrad Moore, County Engineer, Barry Logan, Ansel Burdett, and Cheryl Wolfe.

2. **Approval of June 7, 2018 regular meeting minutes.**

Motion to approve the June 7, 2018 minutes made by Rokey, seconded by Kingdon. *Motion passed.*

3. **Approval of June 7, 2018 executive session minutes.**

Motion to approve the June 7, 2018 executive session minutes and make public made by Kingdon, seconded by Rokey. *Motion passed.*

4. **Public Input.**

5. **Approval of claims.**

Motion to approve July claims made by Rokey, seconded by Kingdon. The claim to BJ Fehr for removal of a bolt was questioned. The committee was informed that the bolt had rusted, and Charlie could not get it off. Fehr came out to the shop and removed the bolt. Also questioned was the rental of an air compressor. The Committee thought they were looking into buying their own air compressor. Mr. Huser reported that quotes were received last year, but it was felt that we would only use the compressor about 1 week out of the year and that did not justify the cost. The committee asked about the purchase of ice and how much ice was being purchased. Mr. Moore reported that the ice is used for the crew working outside doing crack sealant in this extreme heat we have been having. It was suggested that if they are using a lot of ice, we may want to look into buying an ice machine.

6. **Old business**

- a. **Consider Access Ordinance Amendments**

These changes were put on June's Board agenda by mistake and need to be placed on the July Board agenda. All changed have passed CP&Z. Mr. Moore has changed every place where it said Subdivision Code to read Land Subdivision Ordinance for Woodford County. Mr. Kingdon moved to change the verbiage of Subdivision Code to Land Subdivision Ordinance for Woodford County, wherever present in the document. Motion was seconded by Rokey. *Motion passed.*

- b. **Consider Road Use Agreement**

Mr. Moore received word from State's Attorney Minger that we do not need an ordinance for this, that is should be a case by case agreement. Mr. Minger also suggested that it was not necessary for the document to state that the Company had to pay for County legal fees, as he would be the one representing the County. Mr. Moore also felt it was a good idea to have the Company pay for an engineer if the County needed to hire one to address issues with the agreement. There was discussion on what would trigger the use of the agreement. It was felt that anything with oversized loads would trigger the agreement. It was felt that they should not list things that could possibly trigger the use of the agreement as we could leave something out.

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**c. Discuss and act on Woodford County snow plow truck bids.**

The bids were opened last month, and it was decided to wait until the full committee was present to take action on this. A special meeting was called to discuss it, but only two committee members showed up for the special meeting, so no special meeting was held. Mr. Moore would like to purchase the truck from Central IL as it meets the specs the closest. There was discussion on how specs for the truck were determined. Mr. Moore and Mr. Cherveney together came up with the specs for what was needed. Discussion on if a 15 foot bed was needed. It was stated that the 15 foot bed allowed more room for equipment, and more weight can be loaded on truck. Discussion on how much a 15 foot truck would weight and how much weight would be put on truck. Mr. Moore reported that you can put ½ ton more weight when you add the extra foot. It was discussed that if we overload the truck, then you are going against our own road use agreement. There was discussion on why the committee did not see the spec for the truck before it was bid. That before it was bid, the committee needed to see the specs so they know what they are voting on to accept. Mr. Krug made a motion to adjourn and go measure the truck beds that they currently have. There was no second, therefore the *motion failed*. It was stated that if the committee has to review all the specs that the highway department does, it would be micromanaging the department. Mr. Logan commented that the engineer needs to know what he is getting and what he wants. If the engineer knows what he is getting, and hasn't been pressured, then Mr. Logan is fine with the truck the engineer wants. Mr. Moore stated that he has not been pressured in any way to go with this truck. That he consulted Mr. Cherveney, and Mr. Cherveney wrote the specs for the truck. It was stated that they need to start a process right and need to communicate. Motion to accept the bid from Central IL made by Kingdon, seconded by Krug. There was discussion on if they should trade the old trucks or try to sell them. It was unanimously decided that they would trade the trucks. Vote taken on motion, *Motion passed*. 3 ayes and 1 nay vote. After the meeting the committee will go out and measure the trucks without any type of discussion just to know the length of trucks we currently have.

**d. Consider FY 2018/19 budget**

These budgets were presented and passed last month. Mr. Moore did change the new equipment line as he was instructed to do. Mr. Logan asked for an explanation on how the committee handles appropriating money for new equipment and it was explained to him that \$175,000 was put in each year. Any new equipment that was purchased was taken then out of that line. There was discussion on what the appropriation for CH13 was for. Some of it was for engineering cost and some for the purchase of right-of-way. It was asked how Mr. Moore prepared his budget and Mr. Moore stated that he prepared it and Mr. Cherveney helped him.

**7. New Business**

**a. Discuss and act on office door replacement quotes**

Mr. Moore took quotes on replacing the front and back door of the Highway Department Office. The old engineer had been working on it, and Mr. Moore just moved it forward. The doors are very drafty and one does not close all the way. Motion to accept the quote from Childers Door Service for \$4,945.72 made by Kingdon, seconded by Rokey. *Motion passed*.

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(Later – Mr. Logan looked at the doors and reported that the hinges are worn and the weather stripping is gone on the back door. The hinges are fine on the front door, but the weather stripping needs replaced on it too. It was decided that Mr. Moore will have Childers come look at the doors again and see what they think Mr. Moore has the approval to purchase new doors if need be, and the decision will be left up to him.)

**8. Other**

They will be starting seal coating next month.

They are starting project in Olio Township and on a county highway bridge.

It was reported that \$129,000 was paid in consulting fees last year which amounts to about 750 hours of work. Mr. Moore has advertised on the website for an engineer. Mr. Moore will also place an ad in the paper. The qualified candidate has to be a PE and he is looking for a structural engineer to eliminate the outsourcing. Mr. Moore has included the salary for a structural engineer in his budget. If he cannot find a structural engineer, then the salary would be at the rate Mr. Moore was making before he became the County Engineer.

**9. Executive Session**

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

**11. Motion to adjourn**

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

Meeting adjourned at 6:05 P.M.

Submitted by: Deb Breyman

  
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Doug Huser, Chairman  
Road & Bridge Committee