

Road and Bridge Committee
Woodford County Highway Department – Roanoke IL
Monday, November 13, 2023
AGENDA
8:00 A.M.

- 1. Call meeting to order.....Dan Steffen, Chairman**
- 2. Roll Call.**
- 3. Review meeting minutes of regular meeting on October 10, 2023.**
- 4. Review and consider minutes of past Executive Sessions.**
- 5. Public comment.**
- 6. Consider claims for the November 21, 2023, Board meeting**
- 7. Old Business:**
 - (a) Discuss and act on amended Joint Funding Agreement for Section 18-00166-00-BR.
- 8. New Business:**
 - (a) Discuss and act on truck topper for Truck #104.
 - (b) Discuss and act on request from County Engineer to attend NACE Conference.
 - (c) Discuss and act to appropriate County Engineer's salary from MFT Fund
 - (d) Discuss and act on purchase of new computers.
- 9. Other:**
- 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, October 10, 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, Jim Baumann all present. Tim Wilcoxon is excused. Also present is Woodford County Engineer Conrad Moore.

3. Review meeting minutes of regular meeting on September 11, 2023.

Motion to approve September minutes made by Baumann, seconded by Meinhold. There were no corrections. *Motion passed.*

4. Review and consider minutes of past Executive Sessions.

There were no executive session minutes for review.

5. Public comment.

None

6. Consider claims for the October 17, 2023, Board meeting

Motion to approve October claims made by Baumann, seconded by Worner. It was asked if the invoices for Steffens 3-D for aggregate were for non-bid materials. All the material and jobs were bid, these materials are just now being used. There are several parcels in the claims for property that was purchased for the CH 13 projects. There is one small parcel still left to be purchased at the east corner of 116 which is owned by the village. Mr. Steffen will abstain from all Steffen 3-D claims. *Motion passed.*

7. Old Business:

(a) Discuss and act on amended Joint Funding Agreement for Section 18-00166-00-BR. There is nothing to discuss on this matter yet. Mr. Moore just received the executed joint funding agreement that was approved in April.

8. New Business:

(a) Discuss and act on a petition for County Aid for a bridge in Olio Township, Section 23-11149-00-BR.

This is for a bridge rehab on Grimm Road. This is likely to be a Township Bridge Project. In this case the state would pay 50% of the construction cost, with the township and the County splitting the other 50% of the construction costs. The township and the County will split the engineering cost 50/50. This bridge was programmed after the last inspection was done. Motion to approve the petition for County aid made by Meinhold, seconded by Baumann. *Motion passed.*

(b) Consider appropriating Motor Fuel Tax funds for FY2023/24 Estimate of Maintenance.

Road and Bridge Committee
Woodford County Highway Department – Roanoke IL
Tuesday, October 10, 2023
MINUTES
8:00 A.M.

Mr. Moore is asking for a motion to appropriate \$995,000 for general maintenance. This includes such items as seal coat, salt, aggregate, rip rap, etc. The cost has increased slightly from last year. This is a budgetary cost which will be approved by the full County Board. Motion to appropriate \$995,000 from the Motor Fuel Tax for general maintenance made by Worner, seconded by Baumann. *Motion passed.*

- (c) Discuss and act on FY2023/24 roadway paint and glass bead purchase; 6,000 gallons of yellow paint; 5,000 gallons of white paint; 70,000 pounds of glass beads.

Motion to authorize Mr. Moore to participate in the state bid for quantities of paint, and glass beads for next year made by Baumann, seconded by Worner. This is setting our maximum quantities for next year and is done every year. We purchase these materials through the state bid process. *Motion passed.*

- (d) County Highway Budgets (Highway Fund, Bridge Fund, Matching Fund)

Money that was anticipated to be spent in this year's Highway Fund budget has been moved to next year's appropriation due to the fact that we do not know when we will receive several invoices. The anticipated receipts in the Highway Fund were increased because we received an insurance check for the new building roof damage due to the hailstorm. The cost of the repair has been included in next year's budget appropriation. Several Bridge Fund expenditures have also been moved to next year based on when the funds will be spent.

The Road and Bridge Committee will oversee the budget and the Finance Committee will get an overview. There was a short discussion on when the Board will approve the budget. It was stated that Mr. Moore has done a wonderful job in keeping costs down. The requested levies that were presented in September 2024 were not changed.

9. Other:

- (a) CH 7 Bridge Update.

The existing deck beams have been taken off and the top layer of the concrete has been chipped away. The bridge is on schedule. They hope to put deck beams on the south bridge later this month.

There was a concern about whether the new building has been listed on our property schedule with Snedekers. Mr. Moore was confident that it had but will double-check to make sure.

The tandem truck is at Koenig getting the dump box on. The pick-up truck that was ordered earlier this year is in transit.

The roof on this building is being replaced today from the hail damage.

It was asked if the county uses TOIRMA. TOIRMA is used by the townships and not the County. The County uses Snedekers.

Road and Bridge Committee
Woodford County Highway Department – Roanoke IL
Tuesday, October 10, 2023
MINUTES
8:00 A.M.

10. Executive Session.

11. Action coming out of Executive Session.

12. Motion to Adjourn.

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

Meeting adjourned at 8:25 AM.

Submitted by: Deb Breyman

Dan Steffen, 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 November 13, 2023, Road and Bridge Committee meeting. The individual claims for each fund will be submitted for approval and payment at the November 19, 2023, County Board Meeting. This summary sheet is prepared at the request of the County Clerk.

County Highway Fund	\$423,634.42
County Bridge Fund	\$18,959.83
County Matching Fund	\$26,318.08
County Motor Fuel Tax Fund	\$0.00
Township Motor Fuel Tax Fund	\$20,317.06
Township Bridge Fund	\$4,634.13

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

November, 2023

L-Claims

County Highway
Date Range: 11/1/2023 - 11/1/2023

Date: Tuesday, November 7, 2023

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

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
11/1/2023	ARAMARK UNIFORM SERVICES	CH Line Item: 001-610-6081-002	1-10-211	404.96
CHECK:		UNIFORMS 10-3-2023 THRU 10-31-2023(335.67 WOC		
			CHECK TOTAL:	404.96
11/1/2023	BARRICK-OLTMAN, INC.	CH Line Item: 001-610-6081-002	1-10-211	400.00
CHECK:		HVAC MAINTENANCE AGREEMENT (1 YR)		
			CHECK TOTAL:	400.00
11/1/2023	BLUNIER IMPLEMENT CO, INC	CH Line Item: 001-630-6229-002	1-30-341	120.00
CHECK:		#401-CLUTCH CABLE		
11/1/2023	BLUNIER IMPLEMENT CO. INC	CH Line Item: 001-630-6229-002	1-30-341	104.00
CHECK:		#401-SEAT SWITCH		
			CHECK TOTAL:	224.00
11/1/2023	CALSER CORP	CH Line Item: 001-610-6081-002	1-10-211	645.00
CHECK:		CALIBRATE CONCRETE TESTER		
			CHECK TOTAL:	645.00
11/1/2023	CAPITAL ONE, N.A.-NORTHERN TO	CH Line Item: 001-620-6126-002	1-20-325	86.62
CHECK:		MEASURING WHEEL		
11/1/2023	CAPITAL ONE, N.A.-NORTHERN TO	CH Line Item: 001-620-6126-002	1-20-325	73.40
CHECK:		MEASURING WHEEL		
11/1/2023	CAPITAL ONE, N.A.-NORTHERN TO	CH Line Item: 001-630-6230-002	1-30-342	279.00
CHECK:		MILWAUKEE IMPACT		
11/1/2023	CAPITAL ONE, N.A.-NORTHERN TO	CH Line Item: 001-630-6230-002	1-30-342	360.66
CHECK:		HEAVY DUTY EXTENSION CORDS (2), BATTERIES		
			CHECK TOTAL:	799.68
11/1/2023	CENTRAL ILLINOIS TRUCKS INC.	CH Line Item: 001-630-6229-002	1-30-341	254.41
CHECK:		#203-OIL PAN,GASKET,SCREWS		
11/1/2023	CENTRAL ILLINOIS TRUCKS INC.	CH Line Item: 001-630-6229-002	1-30-341	52.44
CHECK:		#203-SCREW,STUDDER FLANGE CAP		
11/1/2023	CENTRAL ILLINOIS TRUCKS INC.	CH Line Item: 001-630-6229-002	1-30-341	839.91
CHECK:		#203-OIL PAN, SCREW		
11/1/2023	CENTRAL ILLINOIS TRUCKS INC.	CH Line Item: 001-635-6239-002	1-35-442	134,646.96
CHECK:		#207-NEW 2024 KENWORTH		
11/1/2023	CENTRAL ILLINOIS TRUCKS INC.	CH Line Item: 001-635-6342-002	1-35-450	132,897.04
CHECK:		#207-NEW 2024 KENWORTH		

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
			CHECK TOTAL:	268,690.76
11/1/2023	CONRAD MOORE	CH Line Item: 001-610-6083-002	1-10-309	134.47
CHECK:		HOTEL FOR IACE CONFERENCE		
			CHECK TOTAL:	134.47
11/1/2023	DIGGLE ACE HARDWARE	CH Line Item: 001-630-6230-002	1-30-342	52.93
CHECK:		BUSHING HEX,GALV NIPPLES,GAS CONNECTOR		
11/1/2023	DIGGLE ACE HARDWARE	CH Line Item: 001-630-6230-002	1-30-342	64.46
CHECK:		GLASS,FOAM,WINDOW GLAZE, CAULK		
11/1/2023	DIGGLE ACE HARDWARE	CH Line Item: 001-630-6230-002	1-30-342	39.99
CHECK:		FILTER FOR SHOP VAC(2)		
			CHECK TOTAL:	157.38
11/1/2023	DIGGLE ACE-EL PASO	CH Line Item: 001-620-6126-002	1-20-325	126.95
CHECK:		MARKING WAND, WOODEN RULERS		
			CHECK TOTAL:	126.95
11/1/2023	EUREKA COLLISION CENTER, INC.	CH Line Item: 001-610-6091-002	1-10-215	6,181.46
CHECK:		#102-HAIL DAMAGE REPAIRS		
			CHECK TOTAL:	6,181.46
11/1/2023	FORESTRY SUPPLIERS, INC.	CH Line Item: 001-620-6126-002	1-20-325	39.65
CHECK:		ARROWS, SURVEYOR STEEL		
			CHECK TOTAL:	39.65
11/1/2023	JOHN DEERE FINANCIAL	CH Line Item: 001-630-6229-002	1-30-341	738.84
CHECK:		#MOW-WHEEL RIMS & HUB FOR BATWING		
11/1/2023	JOHN DEERE FINANCIAL	CH Line Item: 001-630-6229-002	1-30-341	8.78
CHECK:		#MSC-AIR FILTER FOR STRING TRIMMER		
			CHECK TOTAL:	747.62
11/1/2023	MENARDS-WASHINGTON	CH Line Item: 001-630-6230-002	1-30-342	71.02
CHECK:		MOP, WRENCH SET,FOAM GUN CLEANER,RUBBER		
11/1/2023	MENARDS-WASHINGTON	CH Line Item: 001-635-6343-002	1-35-444	1,294.91
CHECK:		STORAGE CABINET, TOOL CABINET & CHEST		
11/1/2023	MENARDS-WASHINGTON	CH Line Item: 001-635-6343-002	1-35-444	1,960.12
CHECK:		CABINETS AND COUNTER TOP		
11/1/2023	MENARDS-WASHINGTON	CH Line Item: 001-635-6343-002	1-35-444	-34.74
CHECK:		REBATE-#2314		
11/1/2023	MENARDS-WASHINGTON	CH Line Item: 001-635-6343-002	1-35-444	-41.44
CHECK:		REBATE-#2314		
11/1/2023	MENARDS-WASHINGTON	CH Line Item: 001-635-6343-002	1-35-444	124.25
CHECK:		MOP BUCKET, WASTEBASKETS (2), FURRING STRI		

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
			CHECK TOTAL:	3,374.12
11/1/2023	MIDWEST CONSTRUCTION PROFES	CH Line Item: 001-635-6343-002	1-35-444	112,121.91
CHECK:		CONSTRUCTION AND CONSTRUCTION MANAGEM		
			CHECK TOTAL:	112,121.91
11/1/2023	MIDWEST REPAIR INC	CH Line Item: 001-630-6229-002	1-30-341	516.60
CHECK:		#401-FLAT		
			CHECK TOTAL:	516.60
11/1/2023	MINONK AUTO PARTS	CH Line Item: 001-630-6229-002	1-30-341	-66.00
CHECK:		#002-CORE DEPOSIT		
11/1/2023	MINONK AUTO PARTS	CH Line Item: 001-630-6229-002	1-30-341	181.64
CHECK:		#002-CALIPER & CORE DEP, BRAKE PADS		
11/1/2023	MINONK AUTO PARTS	CH Line Item: 001-630-6229-002	1-30-341	-136.87
CHECK:		#002-RETURN CALIPER & CORE DEP		
11/1/2023	MINONK AUTO PARTS	CH Line Item: 001-630-6229-002	1-30-341	136.87
CHECK:		#002-CALIPER & CORE DEPOSIT		
11/1/2023	MINONK AUTO PARTS	CH Line Item: 001-630-6229-002	1-30-341	4.79
CHECK:		#MSC-START FLUID FOR STRING TRIMMER		
11/1/2023	MINONK AUTO PARTS	CH Line Item: 001-630-6230-002	1-30-342	50.64
CHECK:		CARBURETOR & CHOKE CLEANER		
			CHECK TOTAL:	171.07
11/1/2023	PETTY CASH--CO. HIGHWAY	CH Line Item: 001-610-6083-002	1-10-309	1,103.00
CHECK:		LAKE LAND COLLEGE-BOB BURMOOD		
11/1/2023	PETTY CASH--CO. HIGHWAY	CH Line Item: 001-610-6083-002	1-10-309	77.45
CHECK:		BOB BURMOOD-TRAVEL EXP		
11/1/2023	PETTY CASH--CO. HIGHWAY	CH Line Item: 001-620-6126-002	1-20-325	42.46
CHECK:		MENARDS-MACHETE, TAPE MEASURE, PLIERS		
11/1/2023	PETTY CASH--CO. HIGHWAY	CH Line Item: 001-630-6229-002	1-30-341	21.36
CHECK:		ACE HARDWARE-#505 PISTON LUBE		
11/1/2023	PETTY CASH--CO. HIGHWAY	CH Line Item: 001-635-6343-002	1-35-444	401.92
CHECK:		HARBOR FREIGHT-VISE,LED HANGING DROPCOR		
			CHECK TOTAL:	1,646.19
11/1/2023	PITNEY BOWES INC	CH Line Item: 001-610-6081-002	1-10-211	59.34
CHECK:		POSTAGE METER CHARGE 7-1-23 THRU 9-30-2023		
			CHECK TOTAL:	59.34
11/1/2023	QUILL CORPORATION	CH Line Item: 001-610-6082-002	1-10-308	571.92
CHECK:		REC'D STAMP,TONERS,PAPER TOWELS, TOILET PA		
			CHECK TOTAL:	571.92

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
11/1/2023 CHECK:	ROANOKE FORD	CH Line Item: 001-630-6228-002 #002-LABOR FOR TPMS SENSOR	1-30-247	75.00
11/1/2023 CHECK:	ROANOKE FORD	CH Line Item: 001-630-6229-002 #002-SEAT BELT ASSY	1-30-341	49.46
11/1/2023 CHECK:	ROANOKE FORD	CH Line Item: 001-630-6229-002 #002-TPMS SENSOR	1-30-341	171.25
			CHECK TOTAL:	295.71
11/1/2023 CHECK:	ROANOKE IGA	CH Line Item: 001-630-6230-002 ICE	1-30-342	5.99
			CHECK TOTAL:	5.99
11/1/2023 CHECK:	TOMKAT ROOFING INC	CH Line Item: 001-610-6091-002 OFFICE ROOF-HAIL DAMAGE REPAIRS	1-10-215	26,025.00
			CHECK TOTAL:	26,025.00
11/1/2023 CHECK:	ULINE	CH Line Item: 001-630-6230-002 PLASTIC SHELF BINS (48)	1-30-342	110.50
			CHECK TOTAL:	110.50
11/1/2023 CHECK:	WASHBURN LAWN & GARDEN	CH Line Item: 001-630-6229-002 #MSC-STIHL CARBURETOR	1-30-341	59.21
			CHECK TOTAL:	59.21
11/1/2023 CHECK:	WATTS COPY SYSTEMS INC.	CH Line Item: 001-610-6081-002 STANDARD PAYMENT & IMAGES	1-10-211	124.93
			CHECK TOTAL:	124.93

TOTAL CLAIMS: 423,634.42

Approved by

County Engineer

Submitted for approval.

DATED: Tuesday, November 7, 2023

County Bridge
Date Range: 11/1/2023 - 11/1/2023

Date: Tuesday, November 7, 2023

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

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
11/1/2023 CHECK:	HAMPTON LENZINI & RENWICK	CH Line Item: 002-670-6899-002 SEC 21-07137-00-BR LINN CULVERT	2-70-071371	900.00
			CHECK TOTAL:	900.00
11/1/2023 CHECK:	HUTCHISON ENGINEERING, INC	CH Line Item: 002-650-6504-002 SEC 18-00166-00-BR CONSTRUCTION ENGINEERIN	2-50-166011	13,241.51
			CHECK TOTAL:	13,241.51
11/1/2023 CHECK:	KNAPP CONCRETE CONTRACTORS,	CH Line Item: 002-670-6903-002 SEC 21-13120-77-BR PAY EST 4	2-70-131201	2,317.07
			CHECK TOTAL:	2,317.07
11/1/2023 CHECK:	MAURER STUTZ, INC.	CH Line Item: 002-680-6876-002 SEC 23-16121-BA-BR	2-80-999991	2,501.25
			CHECK TOTAL:	2,501.25

TOTAL CLAIMS: 18,959.83

Approved by

County Engineer

Submitted for approval.

DATED: Tuesday, November 7, 2023

Matching
Date Range: 11/1/2023 - 11/1/2023

Date: Tuesday, November 7, 2023

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

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
11/1/2023 CHECK:	CLOUDPOINT GEOSPATIAL, INC	CH Line Item: 003-605-6051-002 SIGNOPS-ANNUAL SUBSCRIPTION	3-05-000051	1,500.00
			CHECK TOTAL:	1,500.00
11/1/2023 CHECK:	HERMANN & ASSOCIATES, LLC	CH Line Item: 003-640-6338-002 SEC 21-00058-00-RS-CONSTRUCTION ENGINEERIN	3-40-000012	1,132.75
			CHECK TOTAL:	1,132.75
11/1/2023 CHECK:	HUTCHISON ENGINEERING, INC	CH Line Item: 003-640-6328-002 SEC 16-00091-02-RR CONSTRUCTION ENGINEERIN	3-40-910011	2,348.59
11/1/2023 CHECK:	HUTCHISON ENGINEERING, INC	CH Line Item: 003-640-6328-002 SEC 23-00091-04-PV DESIGN	3-40-910011	7,574.76
			CHECK TOTAL:	9,923.35
11/1/2023 CHECK:	MAURER STUTZ, INC.	CH Line Item: 003-640-6328-002 SEC 13-00091-00-EG ENGINEERING	3-40-910011	7,045.46
11/1/2023 CHECK:	MAURER STUTZ, INC.	CH Line Item: 003-640-6328-002 SEC 13-00091-00-EG ENGINEERING	3-40-910011	6,116.52
			CHECK TOTAL:	13,161.98
11/1/2023 CHECK:	VILLAGE OF ROANOKE	CH Line Item: 003-640-6328-002 SEC 13-00091 PARCEL NO. 60-B	3-40-910011	450.00
			CHECK TOTAL:	450.00
11/1/2023 CHECK:	WOODFORD COUNTY TITLE CO.	CH Line Item: 003-640-6328-002 OWNERSHIP REPORT-2 PARCELS VOR	3-40-910011	150.00
			CHECK TOTAL:	150.00

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
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			TOTAL CLAIMS:	26,318.08
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Approved by

County Engineer

Submitted for approval.

DATED: Tuesday, November 7, 2023

Motor Fuel Tax

Date: Tuesday, November 7, 2023

Date Range: 11/1/2023 - 11/1/2023

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

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
CH Line Item:				
CHECK:				
			CHECK TOTAL:	0.00
			TOTAL CLAIMS:	0.00

Approved by

County Engineer

Submitted for approval.

DATED: Tuesday, November 7, 2023

Township Motor Fuel Tax
 Date Range: 11/1/2023 - 11/1/2023

Date: Tuesday, November 7, 2023

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

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
11/1/2023	GREENE TOWNSHIP ROAD DISTRICT	CH Line Item: 006-630-6268-002	6-30-052300	8,000.00
CHECK:		EQUIPMENT RENT FY2023		
			CHECK TOTAL:	8,000.00
11/1/2023	KNAPP CONCRETE CONTRACTORS,	CH Line Item: 006-630-6276-002	6-30-132300	2,317.06
CHECK:		SEC 21-13120-77-BR PAY EST 4		
			CHECK TOTAL:	2,317.06
11/1/2023	PANOLA TOWNSHIP ROAD DISTRICT	CH Line Item: 006-630-6276-002	6-30-132300	10,000.00
CHECK:		EQUIPMENT RENT FY2023		
			CHECK TOTAL:	10,000.00
			TOTAL CLAIMS:	20,317.06

Approved by

County Engineer

Submitted for approval.

DATED: Tuesday, November 7, 2023

Township Bridge
Date Range: 11/1/2023 - 11/1/2023

Date: Tuesday, November 7, 2023

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

DATE	VENDOR NAME	DESCRIPTION	ACCOUNT	AMOUNT
11/1/2023	KNAPP CONCRETE CONTRACTORS,	CH Line Item: 007-670-6903-002	7-70-131201	4,634.13
CHECK:		SEC 21-13120-77-BR PAY EST 4		
			CHECK TOTAL:	4,634.13
			TOTAL CLAIMS:	4,634.13

Approved by

County Engineer

Submitted for approval.

DATED: Tuesday, November 7, 2023

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 Steffen and Members of the Woodford County Road & Bridge Committee
From: Conrad Moore, P.E., County Engineer
CC: File
Date: November 1, 2023
Re: November 2023 Agenda Item 8(a) Quotes-Truck Topper

Background:

The Highway Department recently acquired a new pick-up truck for use by the engineering department. The truck requires after-market items be installed to be safe and effective for use.

Purpose:

Safe and effective travel on miscellaneous local roads, transporting engineering equipment and supplies to and from jobsites in a secure manner.

Applicable Rules:

Woodford County Purchase Ordinance

Other Information:

The materials quoted on the attached will be paid for using County Highway Funds, line item: 001-635-6239-002 (New Equipment)

The Highway Department received quotes from 4 vendors as summarized on the attached results.

The department is also soliciting quotes for strobe lights for the subject vehicle. At the time of preparing the agenda, the department is waiting on a vendor to provide a quote. Depending on the low quote for the strobe lights, the amount for the strobe lights alone will be within the department head spending limit and the county engineer will decide on the lowest quote for strobe lights. At this time, the low quote for strobe lights is from the same low bidder on the topper in the amount of \$2,135, which is within the department head spending limit.

Recommendation:

The County Engineer recommends the Road and Bridge Committee accept the low quote as summarized on the attached bid results for the installation of a truck topper for the subject vehicle.

Woodford County Highway Department 2023 Ford F-150, Truck 104 Topper quotes painted to match
 truck

Vendor	Brand	Style	Material	Installed Price
Browns Truck Acc. Forsyth IL	ARE	DCU 26	Aluminum	\$3,500.00
J&J Toppers East Peoria IL	ARE	DCU 26	Aluminum	\$4,728.00
J&J Toppers East Peoria IL	ARE	ToolMaster	Fiberglass	\$4,569.00
Pafco East Peoria IL	Reading	Ready Cap	Steel	\$8,184.00

LOW BID

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 Steffen and Members of the Woodford County Road & Bridge Committee
From: Conrad Moore, P.E., County Engineer
CC: File
Date: November 1, 2023
Re: November 2023 Agenda Item 8(b) NACE Conference 2024

Background:

The National Association of County Engineers (NACE) holds an annual conference for the purpose of education and exchange of ideas amongst county engineers across the nation.

The county engineer is requesting permission to attend the conference, which will be held in Palm Springs, CA in 2024 from April 15 through April 18, 2024.

Purpose:

Continuing education and peer exchange for the county engineers across the nation.

Applicable Rules:

Woodford County Travel Ordinance

Other Information:

The cost for travel, lodging, and conference fees will be paid for with County Highway Funds, line item:

001-610-6083-002 (Travel/Training Expenses)

STATE OF ILLINOIS)
) SS.
COUNTY OF WOODFORD)



WOODFORD COUNTY BOARD

November 21, 2023 A.D.

RESOLUTION #2022/23-092

WOODFORD COUNTY HIGHWAY DEPARTMENT RESOLUTION TO ALLOW THE COUNTY ENGINEER TO ATTEND THE 2024 NATIONAL ASSOCIATION OF COUNTY ENGINEERS CONFERENCE

WHEREAS, the County Engineer has requested approval to attend the following conferences in FY2024:
1. National Association of County Engineers – Palm Springs, CA: April 15-18, 2024, and

WHEREAS, travel expenses are estimated to be \$1,000.00, not including conference registration expenses, and

WHEREAS, these items are included in the FY2024 budget and will be paid from the County Highway Fund, Travel/Training Expenses, Line Item 001-610-6083-002, and

WHEREAS, motion was made and passed upon vote to recommend to the County Board that the County Engineer attend these conferences as requested.

NOW THEREFORE, BE IT RESOLVED, that the County Board would approve said recommendation of the Road & Bridge Committee of this action.

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 provided 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 regular meeting held at Eureka, Illinois on November 21, 2023.

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 21st day of November, 2023.

(SEAL)

ATTEST:

Dawn Kupfer – Clerk of the Woodford County Board

Charles Nagel – Chairman of Woodford County Board

8(c)



Illinois Department of Transportation

Resolution Appropriating Funds for the Payment of the County Engineer's Salary

Does the County participate in the County Engineer's Salary Reimbursement Program? [X] Yes [] No

Resolution No 2022/23-093 Section No 24-00000-00-CS STP Section No 24-CS203-00-AC

WHEREAS, the County Board of Woodford County has adopted a resolution establishing the salary of the County Engineer to be [] of the recommended salary for the County Engineer as determined annually by the Illinois Department of Transportation, and percentage

WHEREAS, the County Board of Woodford County has entered into an agreement with the Illinois Department of Transportation for transfer of Federal Surface Transportation Program funds to pay one-half of the salary paid to the County Engineer.

NOW, THEREFORE, BE IT RESOLVED, by the Woodford County Board that there is hereby appropriated the sum of fifty-nine thousand two hundred fifteen and 60/100 Dollars (\$59,215.60) from the County's

Motor Fuel Tax Fund funds for the purpose of paying the County Engineer's salary from 01/01/24 to 06/20/24 beginning date ending date and,

BE IT FURTHER RESOLVED, that the Woodford County Board hereby authorizes the Department of Transportation, State of Illinois to transfer twenty-nine thousand six hundred seven and 80/100 Dollars (\$29,607.80) of Federal Surface Transportation Program funds allocated to Woodford County to the Department of Transportation in return for an equal amount of State funds; and

BE IT FURTHER RESOLVED, by the Woodford County Board that there is hereby appropriated the sum of Dollars () from the County's Fund funds for the purpose of paying the County Engineer's expenses from 01/01/24 to 06/20/24 beginning date ending date

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 provided by statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by the County Board of Woodford County at a meeting held on 11/21/23 date

I certify that the correct TIN/FEIN number for Woodford County is 37-1212522 Legal Status: Governmental. TIN/FEIN Number

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 21 Day of November 2023 Month, Year

(SEAL, if required by the LPA)

Clerk Signature & Date

APPROVED STATE OF ILLINOIS, DEPARTMENT OF TRANSPORTATION For resolutions involving a transfer of STR funds:

Omer Osman, P.E. Secretary of Transportation Signature & Date

BY: George A. Tapas, P.E., S.E. Engineer of Local Roads & Streets Signature & Date

For information about IDOT's collection and use of confidential information review the department's Identity Protection Policy.

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



Memo

To: Chairman Steffen and Members of the Woodford County Road & Bridge Committee
From: Conrad Moore, P.E., County Engineer
CC: File
Date: November 8, 2023
Re: November 2023 Agenda Item 8(d) Computers

Background:

Computers at the Woodford County Highway Department are nearing the end of their life cycle and are due for replacement.

Purpose:

Maintaining up-to-date technology infrastructure.

Applicable Rules:

Woodford County Purchase Ordinance

Other Information:

The Department intends to replace four (4) desktop computers and two (2) laptop computers.

All computers will be purchased from CDW using Sourcewell pricing. Products purchased through Sourcewell have been competitively bid. 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).

Based upon the Sourcewell prices for computers, the total amount of the purchase will be as follows:

- 4 Desktop Computers @ \$780.54 = \$3,122.16
- 2 Laptop Computers @ \$693.40 = \$1,386.80
- Total Computer Purchase = \$4,508.96

These items were budgeted for in FY24 and will be paid for out of County Highway Funds, Line Item 001-610-6080-002.

Recommendation:

The Highway Department recommends Committee approval for the purchase of the above noted computers.



Thank you for choosing CDW. We have received your quote.

Hardware Software Services IT Solutions Brands Research Hub

QUOTE CONFIRMATION

CONRAD MOORE,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NQFH772	11/3/2023	NQFH772	11410257	\$4,508.96

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<u>Dell OptiPlex 7010 - SFF - Core i5 13500 2.5 GHz - vPro Enterprise - 8 GB -</u> Mfg. Part#: GGJ1G Contract: Sourcewell-3037653-State of IL Participating Agrmt (081419-CDW)	4	7411489	\$780.54	\$3,122.16
<u>Dell Latitude 3540 - 15.6" - Intel Core i5 - 1335U - 8 GB RAM - 256 GB SSD</u> Mfg. Part#: 6R13F Contract: Sourcewell-3037653-State of IL Participating Agrmt (081419-CDW)	2	7421925	\$693.40	\$1,386.80

SUBTOTAL	\$4,508.96
SHIPPING	\$0.00
SALES TAX	\$0.00
GRAND TOTAL	\$4,508.96

PURCHASER BILLING INFO	DELIVER TO
Billing Address: WOODFORD COUNTY HIGHWAY DEPARTMENT JON HODEL 301 S MAIN ST ROANOKE, IL 61561-7841 Phone: (309) 923-2891 Payment Terms: Net 30 Days-Govt State/Local	Shipping Address: WOODFORD COUNTY HIGHWAY DEPARTMENT CONRAD MOORE 301 S MAIN ST ROANOKE, IL 61561-7841 Phone: (309) 923-2891 Shipping Method: UPS Ground (Indy 1-2 day)
	Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



Sales Contact Info

Erin McAuliffe | (877) 695-5828 | erin.mcauliffe@cdwg.com

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