

ROAD AND BRIDLE COMMITTEE
Woodford County Highway Department-Roanoke, Illinois
Monday, July 13, 2020
8:00 A.M.

1. Call Meeting to Order

The Chairman called the meeting to order at 8:03 A.M.

2. Roll Call

Richard Hill, Donnie Tolan, Barry Logan all present. Josh Davis and Dan Steffen were excused. Also present was Conrad Moore, Woodford County Engineer.

3. Review of meeting minutes of regular meeting on June 8, 2020.

Motion to approve June 8, 2020 regular meeting minutes made by Tolan, seconded by Logan. *Motion passed.*

4. Review and consider minutes of past Executive Sessions.

5. Public Input.

6. Consider claims for the July 21, 2020 Board Meeting.

Motion to approve July claims made by Logan, seconded by Tolan. Discussion on the rental of the Pitney Bowes postage meter. We are currently under a contract. There are a lot of big packages that are sent out with design plans and specs. It was questioned if the rental cost was justified just for convenience of having the meter and not having to go to the post office.

It was asked about the Tri-County Regional Planning Commission transmap work. This is part of the highway assist program and a grant through PPUATS to assess the counties roads. They have driven all the roads and are now in the office assessment process. Our portion of that cost was 20%.

There are two checks from petty cash for Eco Cat. It was questioned what that was. This is for a couple township projects where an environmental assessment has to be done. It has to be paid by debit card. The petty cash has a debit card, and that is used to pay when electronic card payments are required.

N.E. Finch payments are for township bridge work. The funds are split, so payment is taken out of different funds, thus the reason for multiple payments.

No other discussion on the claims. *Motion passed.*

7. Old Business

a. Consider Access Ordinance amendments

This was tabled last month. Motion to take off the table for discussion made by Logan, seconded by Tolan. *Motion passed.* Motion to approve the Access Ordinance made by

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Logan, seconded by Tolan. Nothing has changed in the proposed ordinance since the last meeting. The whole spirit of this ordinance is to make it easier for the home owner to get an access to their property. Some members feel that this is a better ordinance, but still see some areas that could be made simpler. It puts a burden on the County Engineer, but it allows for some flexibility. There is no way to address every single issue that may arise. We don't want verbiage that does not allow for any flexibility. They can tweak and adjust as needed. There is language in the new Ordinance that allows for businesses to have multiple entrances. The ordinance gives more discretion to the County Engineer.
Motion passed.

8. New Business

a) Discuss and act on IDOT Joint Agreement for HSIP Project Section 18-001170-00-SP.

Motion to approve IDOT Joint Agreement made by Tolan, seconded by Logan. This is for the grant we received for the guardrails. It is a 90-10 split with the County paying 10% of the cost. It was asked why the county cost is \$100,000 if the total cost is \$617,591 which is more than our 10 % share – county has to pay the construction engineering cost up front and then will be reimbursed. Also asked was the increase audit costs. *Motion passed.*

b) Consider payment of utility bills in vacation

Motion to pay utilities bills in vacation made by Logan, seconded by Tolan. The highway department utilities are often past due when paid because of the billing/payment cycle. The courthouse pays the utility bills in vacation to avoid this. Discussion as to why a resolution is needed and not just committee approval. It makes sense to pay the utility bills in vacation. *Motion passed.*

9. Other

Projects – Mr. Moore provided a map with all the upcoming planned projects and brief discussion on each project. It was asked if we could get any Capital Bill funds for the County Highway 13 project. We are due to receive 6 allotments over the next three years, and could use those for the construction.

Personnel – the office is getting busier and busier. Another technician is needed. Our current technician has been with the department for many years and has a lot of knowledge and hands on experience. While it is not known how much longer he will be working with the department, it would be good to bring someone on board to learn from him. It was budgeted for another civil engineer, which we have never filled, so there is money available to hire the technician. It was the consensus of the committee to hire another technician.

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It was asked how the budget was coming along for next year. Mr. Moore will have the budget done and be ready to present to the Finance committee next month. This committee would like to see the budget at next month's meeting.

Discussion on purchasing of new trucks for next year. Mr. Moore would like to get a new front end loader.

It was asked if we had received the new paint striper. Due to COVID, we have not. The chassis is to be built this month, then it will go to Ohio for the striping equipment. They plan on striping in September, so may be using the old striper one last time.

10. Executive Session

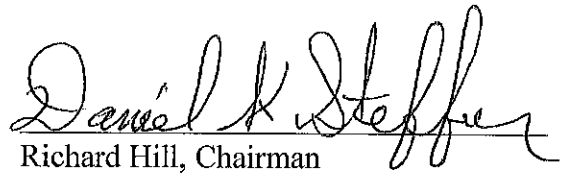
11. Action coming out of executive session

12. Motion to adjourn

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

Meeting adjourned at 8:40 A.M.

Submitted by: Deb Breyman


Richard Hill, Chairman
Road and Bridge Committee