

**Road and Bridge Committee/Finance Committee  
Committee of the Whole  
Woodford County Emergency Management Agency – Roanoke IL  
Monday, September 12, 2022  
MINUTES  
8:00 A.M.**

**1. Call meeting to order**

The meeting was called to order at 8:00 by Chairman Hill

**2. Roll Call.**

Road and Bridge – Richard Hill, Dan Steffen, Dave Meinhold, and Donald Tolan present. Nick Miller was excused. Also present was Woodford County Engineer Conrad Moore.

Finance - John Krug (ch.) Chuck Nagel, Autum Jones, Ansel Burditt, David Meinhold all present.

**3. Review meeting minutes of regular meeting on August 16, 2022.**

(a) Approval of August 16<sup>th</sup> meetings

Motion to approve August minutes made by Meinhold, seconded by Steffen. *Motion passed.*

**4. Review and consider minutes of past Executive Sessions.**

None

**5. Public comment.**

None

**6. Old Business:**

(a) Approval of Ordinance 2021/22 #013 Authorizing the use of ARPA Fund for Various Project/Purchases

The committees would like to review and discuss the use of ARPA funds further before approving this Ordinance. That discussion will more than likely be held next month.

**7. New Business:**

(a) Budgets (Highway Fund 001, Bridge Fund 002, Matching Fund 003)

Mr. Moore went over each of the funds and what they are used for –

County Highway Fund –this is the primary operating fund. Used for utilities, equipment parts, supplies, etc.

County Bridge Fund – used for bridge and culvert construction and repairs. This fund also helps townships in their bridge and culvert projects with a 50/50 split between the County and the Township.

County Matching Funds – this fund matches state and federal funds. It can only be used on roads and bridges for engineering cost and construction.

Motor Fuel Tax – use of these funds must be approved by IDOT and can go towards construction, maintenance, and materials.

Township Motor Fuel Tax – this is similar to the County MFT funds, but used by the townships. The county oversees the use of these funds.

Township Bridge Fund – use specifically on townships bridges. These funds cover 50% of the project while the County and township each cover 25% of the total costs.

**Road and Bridge Committee/Finance Committee  
Committee of the Whole  
Woodford County Emergency Management Agency – Roanoke IL  
Monday, September 12, 2022  
MINUTES  
8:00 A.M.**

County Highway fund 001 – several items were increased due to salaries. Line 226 had to be increased because the MFT audit showed certain labor expenses that could not be paid with MFT funds, so they have to be paid for from this line. Line item 235 was increased in anticipation of shoulder work and to rent a boom mower. Item 234 increased to restock cinders, which hasn't been done in the past 6 years. 308 is for various surface maintenance materials and it was increased in anticipation of increased materials costs. Mr. Moore asked for line 235 to be increased to \$40,000 and line 308 adjusted down to \$120,000. Line 238 was increased to resurface the parking lot. The new shop line items has paid out \$340,000 to date. There is a contingency in the budget to cover any change orders. In the next couple months, there should be a significant amount paid out for the new shop.

There was a short discussion on paying for some of the new shop with ARPA funds. Also when to hold the ARPA fund discussion and how to appropriate in the budget for it. Currently we have appropriated for the courthouse HVAC and paid \$20,000 to Bellwether using ARPA funds. Short discussion on if we want to set aside \$500,000 for broadband. Cable laying is becoming obsolete. Satellite is where we need to go. Need to look at what we want to spend ARPA funds on and how many people it benefits. Discussion on what the highway funds would be used for if we use ARPA funds to cover some of the costs.

There is an increase in fund 050 for several bridge studies. 508 is for CH 13 bridge to be ready, 514 is a new project on the bridge over the Mackinaw on CH9. 901 is a culvert replacement, 903 township bridge project, 905 engineering study for Township Bridge and 876 is for township projects.

Matching Funds – 050 pays for studies, 328 is anticipated construction on next 1.5 miles of CH 13. The amount reflects the County's portion. 334 has increased for seal coat costs plus doing more. Anticipate doing around 22 miles of county roads next year. 338 is for a mill and overlay project on CH 25 that received PPUATS grant funds. The project goes from IL 26 to Lourdes Rd.

Discussion on proposed highway levy amounts – the proposed Highway Fund levy is at \$986,831. This is based on a proposed rate of 0.1 and assuming that last year's EAV increases by 2%. The proposed Bridge Fund and Matching fund levies are each \$493,416 and each is based on a proposed rate of 0.05 and assuming that last year's EAV increases by 2%.

A map was provided that showed the locations of projected projects for next year. It was asked if the all the county roads were evaluated each year or just sections as there may be areas that need repaired greater than the section being evaluated. All road within the county are inspected.

It was asked what percentage overall the Highway budget was increased. That is hard to determine with the increase in MFT funds.

(b) Consider commitment of local funds for TCRPC set-aside program for resurfacing.

Tri-County has called for projects. The County plans to submit a project application to CH 25 from CH19 to IL 116. Motion to approve project made by Tolan, seconded by Meinhold.  
*Motion passed.*

**Road and Bridge Committee/Finance Committee  
Committee of the Whole  
Woodford County Emergency Management Agency – Roanoke IL  
Monday, September 12, 2022  
MINUTES  
8:00 A.M.**

- (c) Discuss and act on a supplemental engineering agreement with Maurer Stutz for County Highway 13, Section 16-00091-02-RR.

Motion to approve supplemental engineering agreement with Maurer Stutz made by Meinhold, seconded by Tolan. Several plats had to be redrawn and delays with the railroad caused lettings to be missed. This increased the engineering costs. *Motion approved.*

- (d) Discuss and act on Change Order for Knapp Concrete for new building construction.

Motion made by Tolan and seconded by Steffen to approve the change order for Knapp Construction. The outside wall thickness had to be increased which called for more concrete and rebar to be used. *Motion passed.*

- (e) Discuss and act on support of TCRPC SS4A Grant Application.

Motion by Steffen to support TCRPC SS4A grant application, seconded by Meinhold. Tri-County region is applying for a grant to generate a comprehensive safety plan for the Tri-County region. This will plan would help when applying for future safety funds. *Motion passed.*

**8. Consider claims for the September 20, 2022, Board meeting**

- (a) Approval of Road and Bridge September Claims

Motion to approve September claims made by Steffen, seconded by Meinhold. It was asked how close we are to having all the parcels purchased for the CH 13 project. It is about 99% complete. The UCM payment is the last payment for the overlay. *Motion passed.* Mr. Steffen abstains from all Steffen 3-D claims.

**9. Other:**

Next Road & Bridge meeting Tuesday, October 11, 2022

The first new snow plow that was ordered in April 2021 will be here in one month. We should find out soon if we received a build slot for the second snow plow, ordered in April of this year. Some of the old equipment has been sold – suburban and two trailers – and received about \$2,800 more than was anticipated.

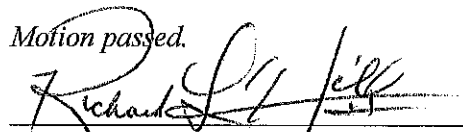
**10. Executive Session.**

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

**12. Motion to Adjourn.**

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

Submitted by: Deb Breyman

  
Richard Hill, Chairman  
Road and Bridge Committee