

ROAD AND BRIDGE COMMITTEE
MEETING MINUTES
March 27, 2019

Chairman Tom Fraase called the meeting of the Road & Bridge Committee to order at 6:30 A.M. on Wednesday, March 27, 2019 at the County Highway Department. The following committee members were present: David Mendenhall, Craig Hall, Jeff Thomas, Clyde Bunch, and Brad Miller. Committee member and Lori Williams was absent and excused. Also present was County Board Member Todd Smith and Assistant County Engineer and minute recorder Arlin Williams.

A motion made by Bunch, seconded by Miller to approve the minutes of the February 27, 2019 meeting of the Road & Bridge Committee. Motion passed.

Reports of FY 2019 expenditures were passed around for review. Reports were past approved expenses and expenses under the threshold for approval and did not require committee approval this meeting.

Resolutions:

- a. A resolution approving the FY2019 County Highway Department bituminous material contracts was presented to the committee. Williams explained the bituminous material is used for patch mix, Seal Coat, and Durapatching. Bids were opened March 21. A motion was made by Mendenhall, seconded by Thomas to recommend approval to the County Board. Motion passed unanimously.
- b. A resolution approving the FY2019 County Highway Department miscellaneous material contracts was presented to the committee. Williams explained this is for the pipe culverts, signs, blanks for signs, and sign posts materials and such for this year and there were four bidders. A motion was made by Bunch, seconded by Thomas to recommend approval to the county board. Motion passed unanimously.
- c. A resolution approving the FY2019 Township bituminous material MFT contracts was presented to the committee. Williams explained that this was a variety of packages such as furnish materials and furnish & spread materials, for each participating township and the low bids were generally at or below last year's numbers. A motion was made by Hall, seconded by Miller to recommend approval to the county board. Motion passed unanimously.
- d. A resolution approving a Township Bridge Petition for McQueen Rd structure in Island Grove Township was presented to the committee. Williams explained that the Township Supervisor petitioned for a bridge replacement with County participation. A motion was made by Hall, seconded by Mendenhall to recommend approval to the county board. Motion passed unanimously.
- e. A resolution approving the Township Bridge Program replacement contract for Cox Rd in Auburn Township was presented to the committee. Williams explained that bid openings were yesterday and the responsible lowest qualified bid was submitted by County Contractors. Hall asked where they were from to which Williams responded Quincy, IL. Williams explained that they have been awarded other bridge contracts in the past and County Highway has had favorable results. A motion was made by Hall, seconded by Bunch to recommend approval to the county board. Motion passed unanimously.

Committee Approvals:

Approval of Master Purchase Orders:

- a. An approval of master purchase orders for Mobile Office, Inc. for Highway Department Construction Trailer was presented to the committee. Williams stated this was for our construction trailer, we had three bids ranging from approximately \$14k to \$21k for this 8' x 24' trailer. Hall asked what we were doing with the old one to which Williams stated it had mold and was out of service. Fraase responded it was scrapped. A motion was made by Mendenhall, seconded by Bunch to approve the purchase orders as presented by the County Engineer. Motion passed.
- b. An approval of master purchase orders for Midwest Construction Products for miscellaneous drainage construction materials was presented to the committee. Williams explained this was for erosion control items, straw bales, lathes, and Petromat for a new stock pile on Darnell Road. A motion was made by Thomas, seconded by Miller to approve the purchase orders as presented by the County Engineer. Motion passed.
- c. An approval of master purchase orders for Dell for Highway Department computers was presented to the committee. Williams explained this included five new computers, three of which are field laptops and this was phase II of three phases to update our computers. Fraase commented that some of County Highway's computers are 10+ years old. A motion was made by Thomas, seconded by Hall to approve the purchase orders as presented by the County Engineer. Motion passed.
- d. An approval of master purchase orders for Prairie State Plumbing and Heating for Unit Heater installation was presented to the committee. Williams explained this was for installation only and that County Highway already purchased a radiant heating unit under the \$3500 approval threshold. Fraase stated this was for the building with the paint shop, needing heat. A motion was made by Mendenhall, seconded by Thomas to approve the purchase orders as presented by the County Engineer. Motion passed.

Township Bridge Petition

- e. A Township Bridge Petition for Allen School Road structure in Island Grove Township was presented to the committee. Williams explained this was for damages to guardrail with the estimated repair cost of \$5000, half would be the County's participation. A motion was made by Hall, seconded by Bunch to recommend approval to the County Board. Motion passed unanimously.

Public Comment:

None

Discussion Items:

- a. Fraase mentioned County Highway received a letter from the Mayor of the Village of Buffalo about the intersection of Old 36 and county road. Williams read the thank you letter to the committee. Mendenhall also acknowledged the letter and appreciation.

- b. Hall asked the status of the public road near the water plant and Buckhart Road being used for in-house training. Williams stated that it was discussed in a weekly Friday morning meeting between Brian Davis and the Superintendent of Road Maintenance but did not know the resolution. Williams stated he will inquire with Brian upon his return.
- c. Hall requested a listing of fiscal FY18 expenditures. Williams informed Hall that Bev Freitag would be notified of his request.
- d. Mendenhall requested County Highway look at potholes on Mechanicsburg-Illiopolis Road just south of the interstate. A member of Mendenhall's district requested the investigation/repair.
- e. Next meeting date is scheduled for April 24, 2019.
- f. A motion was made to adjourn by Bunch, seconded by Hall. Motion carried and the meeting adjourned at 6:50 AM.

APPROVED