

Road and Bridge Committee
Meeting Minutes
June 10th, 2024

Date and Time of meeting: Monday June 10th, 2024, 4:30 pm

Location of Meeting: Shelby County Highway Department
1590 State Highway 16
Shelbyville, Illinois 62565

Roll Call: Tim Brown, Clay Hardy, Mitchell Shuff, Brent Wallace, Mark Bennett (All present except Brent Wallace)

Also attending: Michael Tappendorf, Wendy Gregory, Tim Baumgarten

Public Body Comment – None

Approval of Minutes from previous meeting – May 6, 2024 -No motion was made to approve the minutes, but it was signed by all in attendance.

Maintenance Department Update – Tim Baumgarten reported the maintenance department helped Ash Grove remove some trees, hauled in rock to the shop and stockpiles, repaired a bad spot on Sigel Road, serviced trucks as needed, got roads ready to be oiled, put down 4 tankers of oil, spread rock, worked on bushhog, flagged for 4 days, delivered culverts to townships, patching holes, fixing downed signs, pushing rock into piles. Tim described how they fixed the bushhog. Mark Bennett asked what kind of tires do we use? He wondered if we used flap wheels.

- Supplemental Resolution for amendment of Resolution 2020-49 and Supplemental Resolution 2023-20, Improvement under Illinois Highway Code to amend and approve funds for an additional \$41,000 for the construction and engineering costs associated with the construction of Bridge 087-3000 on County Highway 21 over a tributary to Flat Branch Creek. The total cost for the project is currently at \$650,872.05. Of which Rebuild Illinois Funds were utilized for this project.
Motion by Mitchell Shuff, Seconded by Tim Brown, Passes unanimously.
- 50/50 petition to demolish and construct a new bridge SN# 087-3148 on TR 199 (1200N-9.5 miles Southwest of Windsor) in Richland Township. This petition will be for the Phase 1&2 engineering only. The total estimated cost for PE will be \$38,395, of which the state will pay 80% through the township bridge program. 10% will be owed by the County and Township at \$3,840 each.
Motion by Mark Bennett, Seconded by Tim Brown, Passes unanimously.
- Resolution to approve engineering agreement with Civil Design Inc to assist in the structural design, hydraulic study, and all other necessary items for the reconstruction of structure 087-3148 over Richland Creek. Estimated cost will be \$38,395 of which Township Bridge (State) will pay 80% of the design cost, County Bridge and Townships will be responsible to share the remaining 10% each.
Motion by Tim Brown, Seconded by Mitchell Shuff, Passes unanimously.
- 50/50 petition to construct drainage improvements by Cold Spring Township Road Commissioner (CR 850N in Section 8 of township, just W of CH15), estimated cost is \$10,423 to be shared 50/50 by the county and the township.
Motion by Tim Brown, Seconded by Clay Hardy, Passes unanimously.

- 50/50 petition to construct drainage improvements by Ash Grove Township Road Commissioner (CR 1350N in Section 11 of township, just W of 3475E), estimated cost is \$7,600 to be shared 50/50 by the county and the township.

Motion by Mark Bennett, Seconded by Clay Hardy, Passes unanimously.

Engineers report – Stated Tim Baumgarten had already gone over the monthly maintenance department accomplishments.

Front Office Team

- Normal Day to Day operations.
- Coordination on Guardrail Reconstruction throughout County
- Oconee Bridge Inspection
- Prairie Township Bridge/Culvert inspection
- ICC Coordination for Multiple RR Xings in County. Verified Xing widths to ensure within IDOT policy
- ROW Clearing Coordination East of Findlay
- Organization/Server Operation
- Findlay Bridge Inspection – Tim Brown asked how we get underneath the bridge to inspect. Michael stated that IDOT supplies a snooper truck that has the capability. Michael discussed how there are a few issues with the bridges. None of them are structural concerns.
- Continued Planning on Multiple Drainage issues around County.
- Ash Grove & Cold Spring TWP 50/50 estimates

Personnel

- Looking to hire Part Time employee. Terry George. Can drive trucks and operate equipment. Asked for Committee's approval on hiring a part time employee. The Committee said it approved.
- One employee has left the department.

Projects

- County Highway 5 Reconstruction
 - Bidding is currently June 14th but has been discussed of pushing back to August due to environmental clearance issues.
 - FLAP grant is not going to pay for all the expenses of road. Estimated \$185k shortfall. Can be paid with state match or FASM account.
- Union Pacific Railroad Crossings.
 - Todd's Point RR XING (Crossing). Day labor possibly starting within the month
 - Gonzalez RR Xings – 3 North of Shelbyville. Approved last month. Gonzalez is pursuing design.
 - 6 Xings from County Line to Findlay. Estimates are at ICC for approval. Coordination with ICC on crossing width.
- County Highway 3
 - Design is close to final. Waiting on IDOT
- Prairie Bridge
 - Bridge in Herborn.
 - Started. Removal has occurred. Footings are being excavated currently.

- Oconee Township Bridges – 2 Separate Projects
 - Section 19-11120-00-BR, Federal Bridge project.
 - Project is progressing. Existing bridge has been removed, Low Water Crossing Completed, Steel piling has been installed, Encasements of piling, Abutments with rebar installed. Waiting on beams.
 - Section 21-11120-00-BR, Rebuild IL Bridge Project.
 - A preconstruction meeting has occurred, we are waiting on the other bridge to be constructed and operational.
 - Tim Brown suggested a report be given to the County Board of all the money that Michael Tappendorf is bringing into the Highway Department. Michael said he was planning on doing so at the end of the year. Also, Michael Tappendorf stated that Alan Spesard has been very helpful anytime he has called him. He is more than willing to help the Highway Department.
- Guardrail Bid Letting
 - Guardrail around the county has been completed. It has come in approximately close to cost estimates.
- With most bridge inspections completed. We have seen multiple bridges that need replacement. We have set 5 bridges in motion for reconstruction. 1 of these is an agenda item for CDI agreement and Richland TWP.

Funds

Michael went over the balances of each account the Highway Department has and what has been spent.

Mark Bennett asked Tim Baumgarten if he's noticed a lot of signs down or damaged. Tim stated we have been fixing and replacing a lot of signs. Mark Bennett also asked how our time clock situation was going out here. Wendy Gregory stated overall things were going great. Trying to work out a little conflict with how overtime is being calculated.

Clay Hardy asked about the Highway Departments policy on charging for delivering signs/pipes. Village of Tower Hill thought we had charged them to deliver some signposts. But the freight charge was actually what was charged to the Highway Department from the company that supplied the signposts. The Highway Department doesn't charge to deliver them to township/village.

Approval of CPCA- Motion by Tim Brown, Seconded by Clay Hardy, Passes unanimously.

Approval of Claims – MyTec's invoice was questioned by Mark Bennett. He was wondering why we are paying for so many Microsoft 365 programs. Michael Tappendorf is looking into it.

Motion by Tim Brown, Seconded by Clay Hardy, Passes unanimously.

Public Body Comment - None

Adjournment: Next Scheduled Meeting will be July 8th, 2024 @ 4:30 pm @ Highway Department
 Motion by Clay Hardy, Seconded by Mitchell Shuff, Tim Brown opposed but it still passed.

I hereby approve these meeting minutes and authorize them to be duly recorded.

Road & Bridge Committee

Tim Brown

Date

Clay Hardy

Date

Brent Wallace

Date

Mitchell Shuff

Date

Mark Bennett

Date