

Road and Bridge Committee
Meeting Minutes

FILED
JUL 08 2025

Jamie Fox

SHELBY COUNTY CLERK

Date and Time of meeting: Monday, June 9th, 2025, 4:30 pm

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

Roll Call: Teresa Boehm, Chad Yantis, Larry Syfert, Tim Morse, Brent Wallace (All present)

Public Body Comment – None

Approval of Minutes from previous meeting – May 5th, 2025- Motion made by Larry Syfert, Seconded by Tim Morse, Passes Unanimously

Maintenance Department Update – Tim Baumgarten provided a typed list of work performed by the Laborers. Teresa Boehm asked Tim if the guys were working on a culvert on Copeland. Tim replied yes, he worked with Shelbyville Township on that project. Brent Wallace asked if having to replace signs slowed down any. Tim said, still replacing quite a few due to being hit by people mowing. Teresa asked if we do much mowing. Tim said, “doing what we can but one mower was in the shop.” They had started spraying for weeds at guardrails. Tim Morse asked if they sprayed Roundup. Tim replied they spray a little bit of everything.

Engineers report – Michael Tappendorf provided a typed Engineer’s report.

- Front Office Team-Normal day to day duties, worked on 2024 MFT Final Report of Expenditures, Finalizing bills on old projects, worked on two grant applications, Foxglove wind project meeting
- Stated Alex Rose put his two weeks’ notice in and would like to post a replacement position as soon as possible.
- Discussed Foxglove Wind project. The project should be operational by 2028.
- Discussed in more detail the grants he has applied for
- Teresa Boehm asked if the engineering was done for the bridge projects in his report. Michael replied, “no”. He has set a lot of bridges in motion, and it takes years for the projects to start. Teresa asked how the bidding process works for bridge engineering. Michael explained that IDOT allows us to choose a firm that we have a good working relationship with. We have several firms we use and split the work up between them. He hasn’t changed the process that was in place when he came here. But he is open to a different process if the Committee would like to discuss.
- Michael then discussed the different fund accounts we have and the money available in each

Discussion and Approval items of R/B Committee

- 1) Discuss job responsibilities and job duties for all Employees at the Shelby County Highway Department.

The Committee questioned the overtime the Highway Department is accumulating. They said if there is a project that requires them to come in early, they don’t have a problem with the clocking in early. Chad Yantis asked what is the reasoning for clocking in at 6:30. Tim Baumgarten stated he comes in early to unlock doors, turn heat on, open garage doors. Chad said he was OK with that to a degree. Chad stated we needed to get it under control. He suggested Michael and Tim have an employee meeting to state that the clocking in early needs to stop. Michael explained he spoke with the States Attorney, and she stated that 15-minute early clock-in was OK. So, he thought the Highway Department had been doing better with that. Chad said the Union contract had the quarter hour rounding negotiate into it. So, if that gets signed, a lot of this will stop. Michael stated we are definitely willing to work on it. He appreciates communication and he will try to work through these type of things. Chad Yantis stated we are paying three engineers and would like to see as much engineering done in house as possible.

- 2) Discussion and Approval of Supplemental Engineering Agreement for Structure 087-3148 over Richland Creek in Richland Township on TR199 for the amount of \$27,100.
- o Supplemental due to changes to IDOT Policy. Desiring reimbursement for Surveying and Geotechnical Expenses.

Motion made by Chad Yantis, Seconded by Teresa Boehm

Teresa Boehm-yes, Chad Yantis-yes, Larry Syfert-yes, Tim Morse-yes, Brent Wallace-yes

- 3) Discussion and Approval of 50/50 petition from Cold Spring Township Highway Commissioner to Remove a failing CMP Pipe and replace with a 36" diameter x 50-foot-long CMP. The estimated cost of the project will be \$7,039 which will be shared 50/50 between the township and County Bridge account.

Motion made by Brent Wallace, Seconded by Chad Yantis

Teresa Boehm-yes, Chad Yantis-yes, Larry Syfert-yes, Tim Morse-yes, Brent Wallace-yes

4) Permitting

- o Discussion and Approval of Permit Fee Schedule
- o Policy on permitting landowner/contractor to perform ditching improvements on County Highways.
- o Policy on permitting of oversize/overweight loads. Multiple discussion held with other county engineers. Attachment sent with correspondence to R/B committee.
- o Approval to utilize Oxcart Permitting System.

Chad asked about Wind road use agreement fee. Discussion was had on permitting. Motion to table this was made by Chad Yantis, Seconded by Teresa Boehm, Passes Unanimously

Michael Tappendorf asked permission to post the engineer technician position. Teresa Boehm said she didn't have a problem with posting it.

Brent Wallace left the meeting

Approval of CPCA – Motion made by Teresa Boehm, Seconded by Tim Morse, Passes Unanimously

Approval of Claims- Motion made by Larry Syfert, Seconded by Chad Yantis, Passes Unanimously

Public Body Comment – Teresa Boehm asked Michael if he was able to work the payment of the millings out so we didn't have to bid it out. He stated he spoke to the States Attorney and was legally able to purchase it without bidding.

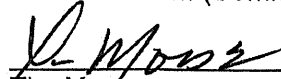
Adjournment: Next Scheduled Meeting will be July 7th, 2025 @ 4:30 pm @ Highway Department
Motion made by Chad Yantis, Seconded by Tim Morse, Passes Unanimously

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

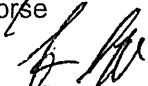
Road & Bridge Committee


Teresa Boehm (Committee Chairwoman)

Date


Tim Morse

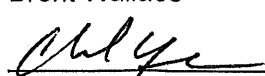
Date


Larry Syfert

Date

Brent Wallace

Date


Chad Yantis

Date