

**DeWITT COUNTY
ROAD AND BRIDGE COMMITTEE
MEETING MINUTES**

DATE OF MEETING: December 14, 2022

PLACE OF MEETING: DeWitt County Highway Department
9900 Revere Rd, Clinton, IL

MEMBERS PRESENT: Jamie Prestegaard – Committee Chairman, Brian Riddle, John Werts, Kristina Deerwester, Claro Carter

OTHERS PRESENT: Mark Mathon – County Engineer

SUMMARY OF DISCUSSION:

Chairman Prestegaard called the meeting to order at 5:31 p.m.

Motion by Carter, seconded by Werts, to approve minutes of November 16, 2022 Road & Bridge Meeting. Unanimous.

Mathon indicated that the Fiscal Year End monthly bills were being sent to the full board for approval.

Mathon presented a proposed Qualifications Based Selection policy for engineering and professional services. For utilizing Local, State, MFT or TBP funds, local agencies elect to not utilize QBS procedures if there is a satisfactory relationship with a firm. If federal funds are being used, the selection process must follow the QBS policy. The policy proposed for adoption follows specific steps for solicitation of proposals, review and ranking of interested firms, and negotiation of a contract. The proposed policy and its procedures fulfill State and Federal requirements for the use of Federal funds for engineering and professional services. Mathon indicated for the Revere Rd project a consultant may be utilized to provide construction inspection services, and following these selection procedures will allow for 80% of the cost to be covered by federal funds, with a 20% local match. Motion by Riddle, seconded by Carter, to recommend Full Board approve the Qualification Based Selection Policy & Procedures for Engineering & Professional Services. Unanimous.

Mathon updated the committee on several topics

- Washington Rd bridge was closed due to further deterioration of deck beams. Replacement was scheduled for a Spring 2023 letting. Title work is being prepared.
- Crew has been servicing equipment and reorganizing/cleaning shop.
- General Maintenance program planning for the County and Townships has begun.

Motion by Carter, seconded by Werts, to adjourn at 5:50 p.m.

COMMITTEE ACTION:

Motion by Carter, seconded by Werts, to approve minutes of November 16, 2022 Road & Bridge Meeting. Unanimous.

COMMITTEE RECOMMENDATION TO THE COUNTY BOARD:

Motion by Riddle, seconded by Carter, to recommend Full Board approve the Qualification Based Selection Policy & Procedures for Engineering & Professional Services. Unanimous.

Chairman
