

APPROVED 3/26/18

**MINUTES
Infrastructure Committee
February 26, 2018
@ 4:00 p.m.**

MEMBERS PRESENT:	Phillip Salzer - Chairman; Gregory Adamson, James Dillon, Kate Pastucha, Barry Robinson (<i>via teleconference</i>)
MEMBERS ABSENT:	Rachael Parker
OTHERS PRESENT:	Scott Sorrel - County Administrator; Shauna Musselman - Assistant County Administrators; Larry Evans - State's Attorney's Office; Randy Brunner – Interim Chief Financial Officer; Dan O'Connell - Facilities Director; Amy Benecke McLaren, Jeff Gilles - County Highway; Brian Johnson – Health Department; Doug Gaa - Sheriff's Office; Mark Little – Chief Information Officer

Call to Order

Chairman Salzer called the meeting to order at 4:30 p.m.

A motion to approve the participation of Mr. Robinson via teleconference was made by Mr. Adamson and seconded by Mr. Dillon. The motion carried.

Approval of Minutes

A motion to approve the minutes of January 22, 2018 was made by Mr. Dillon and seconded by Ms. Pastucha. The motion carried.

Informational

• **Greater Peoria Sanitary District**

Mr. Sorrel advised that the Executive Director and the Board Chairman of the Sanitary District will attend the March meeting of this committee.

• **Facilities Master Plan**

Mr. O'Connell directed Committee members to the submitted report, and stood for any questions pertaining to the summary.

Rural Peoria County Transportation System

Mr. Sorrel advised that the fully integrated dispatch system is now live. He also advised that notification has been received from IDOT to begin work on the application for the next grant cycle, which is the next step in the transition process.

Resolutions

• **Fire Alarm System (FAS) Study Project**

A motion to approve was made by Mr. Adamson and seconded by Mr. Dillon. Mr. O'Connell advised that the original 1985 fire alarm system at the Jail is beyond its useful life, and parts and components for both the 1985 and 1998 fire alarm systems are either no longer available or difficult to locate. He advised that 2018 Capital Projects funding in the amount of \$50,000.00 is available for a preliminary Fire Alarm System study, and Midwest Engineering has been engaged to prepare a study proposal. He advised that staff is requesting approval to expend an amount not to exceed \$40,000.00 for the initial study. He commented that staff will provide periodic updates on the progress of the project. The motion carried.

- Adoption of a qualification based selection process for Procurement of Professional Services

A motion to approve was made by Mr. Adamson and seconded by Ms. Pastucha. Mr. Gilles advised that IDOT has revised a chapter of their manual related to Qualification Based Selection (QBS) to include the requirement that local public agencies using federal funding for professional services provide their QBS procedures in writing in order to receive that federal funding. He advised that staff drafted a policy based upon an example provided by IDOT, and is recommending approval of the policy as drafted. The motion carried.

- Preliminary Engineering Services Agreement for Land Surveying Services

A motion to approve was made by Mr. Dillon and seconded by Ms. Pastucha. Mr. Gilles advised that the Qualification Based Selection was executed in 2015 to select surveying firm Mohr & Kerr Engineering & Land Surveying to perform periodic surveying services for a 3-year period. He stated that staff is extremely satisfied with their performance and cost, and recommends entering into a new 3-year agreement with Mohr & Kerr for land surveying services on an as needed basis. The motion carried.

- Appropriation of County Motor Fuel Tax Funds for Land Surveying Services

A motion to approve was made by Mr. Adamson and seconded by Mr. Dillon. Mr. Gilles advised that the requested \$30,000.00 appropriation allows land surveying work performed by Mohr & Kerr Engineering & Land Surveying to be paid from the County Motor Fuel Tax Fund. The motion carried.

- Hallock Hollow Road Erosion Repair bid letting

A motion to approve was made by Ms. Pastucha and seconded by Mr. Adamson. Mr. Gilles advised that severe erosion in a stream paralleling a portion of Hallock Hollow Road necessitates the hiring of a contractor to perform repairs. He advised that staff recommends acceptance of the low bid of Phoenix Corporation of Port Byron, IL in the amount of \$135,488.00. The motion carried.

Adjournment

The meeting was adjourned by Chairman Salzer at 5:00 p.m.