

**MINUTES OF THE MONTHLY MEETING OF THE
PUBLIC BUILDING COMMISSION OF ST. CLAIR
COUNTY, ILLINOIS, HELD ON THURSDAY
APRIL 21, 2016 AT 10:00 A.M. AT THE
ST. CLAIR COUNTY BUILDING, BELLEVILLE, ILLINOIS**

The Regular Monthly Meeting of the Public Building Commission of St. Clair County, Illinois was called to order by Chairman Richard Sauget at 10:00 a.m., on Thursday, April 21, 2016 at the St. Clair County Building, Belleville, Illinois.

The following Commissioners answered present to roll call: Richard Sauget, James Nations, Luther Jackson, Daniel Polites, Charles Lee, Richard Effinger, and Thomas Dinges.

Also present for the meeting, or for a portion thereof, were the following: Tim Cantwell, MidAmerica St. Louis Airport Director; Dan Trapp, MidAmerica St. Louis Airport Engineering and Planning Director; Tom Knapp, Sheriff's Department; Sue Schmidt, Financial Analyst; Fred Boch, County Board Member; Randy Pierce, Fairview Heights Tribune; Mike Koziatek, Belleville New Democrat; James Brede, Director of Buildings; Attorney Bernard Ysursa (via telephone conference); and Vickie Boydte, Secretary.

Minutes of the March 17, 2016 Regular Monthly Meeting and Executive Session were reviewed. Commissioner Polites moved that the Regular Monthly Meeting Minutes and Executive Session, dated March 17, 2016 be approved as provided. Second by Commissioner Lee and carried.

Under Treasurer and Finance, Commissioner Polites, Treasurer, reviewed the Regular Expense Claims Report with Payroll Ledger Report for April 29, 2016, and moved to approve payment of bills. Second by Commissioner Lee. Roll call as follows:

Commissioner Nations : Aye

Commissioner Jackson : Aye
Commissioner Lee : Aye
Commissioner Polites : Aye
Commissioner Effinger : Aye
Commissioner Dinges : Aye
Commissioner Sauget : Aye
AYES: 7 ABSENT: 0 NAYS: None

Motion carried.

Commissioner Polites reviewed the Airport Expense Claims Report, dated April 29, 2016 and moved to approve payment of bills. Second by Commissioner Lee. Roll call as follows:

Commissioner Nations : Aye
Commissioner Jackson : Aye
Commissioner Lee : Aye
Commissioner Polites : Aye
Commissioner Effinger : Aye
Commissioner Dinges : Aye
Commissioner Sauget : Aye
AYES: 7 ABSENT: 0 NAYS: None

Motion carried.

Commissioner Polites reviewed the **Monthly Budget Analysis Report for April 2016**, and asked that it be placed on file, stating that the 2016 Budget is in line with the projected percentage of 33.3% expenditures.

Commissioner Polites reviewed the **Trial Balance Report for March 2016**, and asked that it be placed on file. The Secretary has a copy available for review in the Public Building Commission Office.

Under Operations, James Brede, Director of Buildings, presented the Courthouse Generator Replacement Project Bid Recommendation and Contract. Director Brede stated that Calhoun Construction came in as the lowest responsible bidder, including the base bid and alternate, at \$509,154.00. Commissioner Nations asked who the other bidders were and

what their bids were. Director Brede stated that there were two other bidders aside from Calhoun, which he believed was the lowest bidder by about \$80,000.00, and that he could provide the information on the other two bidders. Commissioner Nations indicated that the Commission would like to be provided with this information going forward. Commissioner Nations moved approval to award the Courthouse Generator Project to Calhoun Construction. Second by Commissioner Dinges. Commissioner Nations asked what the alternate includes. Director Brede explained that, at present, the public elevators are not on emergency power, and the alternate was included to run a copper feed to the penthouse for the elevators at a cost of \$6,160.00 – an amount which Director Brede felt was very reasonable. Director Brede added that, while it is not required, it would enable building evacuation to occur more quickly in an emergency. Commissioner Lee asked if the project has been budgeted. Director Brede responded that \$650,000.00 was budgeted for the project. Director Brede also requested permission to approve Change Orders. Director Brede explained that power to the Courthouse will be shut down over a three day period – Friday through Sunday, at which time Data Processing will be unavailable. Director Brede explained that, if there is an issue necessitating a change order, having the ability to approve it will minimize downtime. Commissioner Nations asked if there was a way to keep Data Processing on emergency power or to parallel install the system. Director Brede explained that the transfer switches and aluminum wiring must be removed and replaced making the downtime unavoidable, in addition to a parallel install costing substantially more. Commissioner Nations moved to amend his previous motion, with permission of the Second, to add the alternate at a cost of \$6,160.00 to the base bid, arriving at a cost not-to-exceed \$509,154.00. Second by Commissioner Dinges. Roll call as follows:

Commissioner Nations : Aye
Commissioner Jackson : Aye
Commissioner Lee : Aye
Commissioner Polites : Aye
Commissioner Effinger : Aye
Commissioner Dinges : Aye
Commissioner Sauget : Aye
AYES: 7 ABSENT: 0 NAYS: None

Motion carried.

Tim Cantwell, MidAmerica St. Louis Airport Director, introduced the Consultant Agreement with Crawford, Murphy & Tilly, Inc. (CMT) for planning and design professional services for Passenger Terminal Improvements. Director Cantwell explained that the Project has been programmed as part of the FY 2017-2021 Transportation Improvement Proposal, which was approved by the Public Building Commission in November 2015. Director Cantwell stated that the estimated total project cost is \$835,000.00. Director Cantwell explained that CMT, Inc. has been designated as the Airport's engineering firm for the Airport through a previous RFQ process. Commissioner Nations moved approval of the Consultant Agreement with CMT, Inc. for Passenger Terminal Improvements at a cost not-to-exceed \$60,000.00. Second by Commissioner Polites. Roll call as follows:

Commissioner Nations : Aye
Commissioner Jackson : Aye
Commissioner Lee : Aye
Commissioner Polites : Aye
Commissioner Effinger : Aye
Commissioner Dinges : Aye
Commissioner Sauget : Aye
AYES: 7 ABSENT: 0 NAYS: None

Motion carried.

Director Cantwell requested approval of payment for the previously approved Above Ground Fuel Tank Replacement. Director Cantwell explained that the replacement tanks were approved at the September 2015 PBC Meeting, but the Project took longer than

anticipated. Director Cantwell questioned if it should come out of airport or special projects. Commissioner Nations confirmed that the remaining amount to be paid comes to \$9,589.54. Commissioner Nations moved approval of \$9,589.54 payment from the Contingency budget, noting that the fund is almost depleted with the parking lot expansion. Second by Commissioner Polites. Roll call as follows:

Commissioner Nations	: Aye
Commissioner Jackson	: Aye
Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
AYES: 7	ABSENT: 0
NAYS: None	

Motion carried.

Director Cantwell provided a briefing to the Commissioners regarding Sixel Consulting Group Current Commercial Passenger Market Review. A general discussion regarding consolidations and mergers was held. Director Cantwell stated that 63 seats out of 88 seats on regional jets must be filled to break even on fuel cost, which equates to 72% of seats filled on an 88 seat flight. Director Cantwell added that on a 160-170 seat plane, 120-125 seats must be filled to break even. According to Director Cantwell, the occupancy rate is 85% on average with Allegiant, yearly, for all destinations. Director Cantwell reported that pressures involving pilot rules are also impacting the market. A general discussion was held about pilot flight time requirements and the shortage of new pilots. Director Cantwell reported that the United States fleet size is down 11%. According to Director Cantwell, the passenger count at MidAmerica Airport doubled while marketplace flights dropped 14%, highlighting the importance to position Airport goals to fit into the business plan of target airlines. In regard to passenger make up, Director Cantwell noted that, for Florida

destinations, 25% come here, while 75% are "originating passengers" who live here. Director Cantwell compared the 1st four months 2015 to same period in 2016, and noted a 71% increase of originating passengers. Director Cantwell iterated that on May 26 Jacksonville starts; June 2, Ft. Walton starts.

There being no further business to come before the Public Building Commission, Commissioner Nations moved for adjournment. Second by Commissioner Lee and carried.

Meeting adjourned at 10:35 a.m.

Respectfully submitted,



Vickie Boydte
Secretary

APPROVED:


CHAIRMAN