

**MINUTES OF THE MONTHLY MEETING OF THE
PUBLIC BUILDING COMMISSION OF ST. CLAIR
COUNTY, ILLINOIS, HELD ON THURSDAY
JUNE 16, 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, June 16, 2016 at the St. Clair County Building, Belleville, Illinois.

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

Also present for the meeting, or for a portion thereof, were the following: Debra Moore, County Administrator; Dan Trapp, MidAmerica St. Louis Airport Engineering and Planning Director; Tim Cantwell, MidAmerica St. Louis Airport Director; Henry Siekmann, Scheffel Boyle; Jamie Niermann, Scheffel Boyle; Sue Schmidt, St. Clair County Financial Analyst; Fred Boch, County Board Member; Tom Knapp, Sheriff's Department; Randy Pierce, Mascoutah Herald; Joseph Bustos, Belleville News-Democrat; James Brede, Director of Buildings; Attorney Brian Manion; Attorney Bernard Ysursa; and Vickie Boyde, Secretary.

Minutes of the May 19, 2016 Regular Monthly Meeting were reviewed. Commissioner Lee moved that the Regular Monthly Meeting Minutes, dated May 19, 2016 be approved as provided. Second by Commissioner Dinges and carried.

Under Treasurer and Finance, Commissioner Lee, Assistant Treasurer, reviewed the Regular Expense Claims Report with Payroll Ledger Report for June 30, 2016, and moved to approve payment of bills. Second by Commissioner Nations. Roll call as follows:

Commissioner Nations : Aye
Commissioner Jackson : Aye
Commissioner Lee : Aye
Commissioner Polites : Absent
Commissioner Effinger : Absent
Commissioner Dinges : Aye
Commissioner Sauget : Aye
AYES: 5 ABSENT: 2 NAYS: None

Motion carried.

Commissioner Lee reviewed the Airport Expense Claims Report, dated June 30, 2016 and moved to approve payment of bills. Second by Commissioner Nations. Roll call as follows:

Commissioner Nations : Aye
Commissioner Jackson : Aye
Commissioner Lee : Aye
Commissioner Polites : Absent
Commissioner Effinger : Absent
Commissioner Dinges : Aye
Commissioner Sauget : Aye
AYES: 5 ABSENT: 2 NAYS: None

Motion carried.

Commissioner Lee reviewed the Monthly Budget Analysis Report for June 2016, and asked that it be placed on file, stating that the 2016 Budget is in line with the projected percentage of 50.0% expenditures, with the exception of Economic Development at 68% due to the Parking Lot Expansion Project.

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

Henry Siekmann, Scheffel Boyle, presented the highlights of the 2015 Audit, explaining that page 7 of the Annual Financial Report has some changes in verbiage and classification, and that the County's pension liability must be reflected. Mr. Siekmann pointed out that, of the pension liability, \$140,000.00 is net unfunded liability for the PBC. Commissioner Nations asked

if it was a reasonable amount to have unfunded. Sue Schmidt, St. Clair County Financial Analyst, explained that it is an estimate provided by IMRF, utilizing assumptions explained in the back of the report book. Mr. Siekmann stated that operating expenses were at \$12,100,000.00, which was in line with the prior year, and the bottom line net income over the course of 2015 was about \$4,000,000.00. Ms. Schmidt said that the State of Illinois is now requiring the County and the Public Building Commission, as a component unit of the County, to combine audit reports, beginning in 2016. Attorney Bernard Ysursa iterated that the PBC is a separate body politic. Ms. Schmidt responded in agreement, but added that Governmental Accountability Standards Board (GASB) must be followed. Ms. Schmidt stated that she talked to the bond counsel, Chapman and Cutler. Ms. Schmidt relayed that Chapman and Cutler affirmed that, as long as they can identify the PBC in the combined audit, then they do not see a problem with it. Attorney Ysursa stated that he felt more confident about the consolidation given Chapman and Cutler's response. Mr. Siekmann stated that Scheffel Boyle has issued a clean opinion with no problems noted. Commissioner Nations asked if the bottom line is that the PBC controlled expenses while increasing income. Mr. Siekmann confirmed that Commissioner Nations' statement was correct. Commissioner Nations moved to accept the 2015 Audit. Second by Commissioner Lee. Roll call as follows:

Commissioner Nations	: Aye
Commissioner Jackson	: Aye
Commissioner Lee	: Aye
Commissioner Polites	: Absent
Commissioner Effinger	: Absent
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
AYES: 5 ABSENT: 2 NAYS: None	

Motion carried.

Under Resolutions, Attorney Ysursa presented the Prevailing Wage Rate Resolution for

June 2016. Attorney Ysursa explained that the Prevailing Wage Rate Resolution is an annual compliance requirement for public bodies in the State of Illinois. Commissioner Lee moved to adopt the Prevailing Wage Rate Resolution for June 2016. Second by Commissioner Jackson.

Roll call as follows:

Commissioner Nations	: Aye
Commissioner Jackson	: Aye
Commissioner Lee	: Aye
Commissioner Polites	: Absent
Commissioner Effinger	: Absent
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
AYES: 5 ABSENT: 2 NAYS: None	

Motion carried.

Under New Business, Attorney Ysursa recommended, via his letter dated June 9, 2016, the release of the following Executive Session Minutes: April 18, 2012; May 17, 2012; February 19, 2013; July 18, 2013; August 15, 2013; September 19, 2013; November 21, 2013; December 19, 2013; January 16, 2014; February 24, 2014; March 24, 2014; April 17, 2014; May 15, 2014; August 19, 2014; September 18, 2014; December 18, 2014; and April 16, 2015. Attorney Ysursa stated that the Minutes identified to be retained and, therefore, not released include those which entail Pending Litigation, Real Estate, and/or Personnel matters. Attorney Ysursa also recommended, via his letter dated June 9, 2016, the retention of the Executive Session Minutes of June 21, 2012; January 17, 2013; April 18, 2013; May 16, 2013; June 20, 2013; June 19, 2014; August 21, 2014; October 16, 2014; February 23, 2015; March 19, 2015; August 11, 2015; November 19, 2015; and March 17, 2016. Commissioner Nations stated that, upon his review of the minutes to be released, he felt that, due to ongoing labor relation issues, the Executive Session minutes from December 19, 2013 and March 24, 2014 should not be released. Commissioner Nations moved to release the Executive Session Minutes, as detailed in Attorney

Ysursa's letter dated June 9, 2016, with the exception of the December 19, 2013 and March 24, 2014 Executive Session Minutes, which are to be retained as confidential. Second by Commissioner Dinges. Roll call as follows:

Commissioner Nations	:	Aye
Commissioner Jackson	:	Aye
Commissioner Lee	:	Aye
Commissioner Polites	:	Absent
Commissioner Effinger	:	Absent
Commissioner Dinges	:	Aye
Commissioner Sauget	:	Aye
AYES: 5	ABSENT: 2	NAYS: None

Motion carried.

For Airport Operations Business, Tim Cantwell, MidAmerica St. Louis Airport Director, displayed a summary of month-by-month passengers in and out. A general discussion about passenger volumes was held. Director Cantwell elaborated that, for the 7th consecutive year, MAA will qualify for the Federal Aviation Administration Grant Award for primary airports, which amounts to \$1 million in entitlement funds.

Director Cantwell updated that the parking lot is now almost totally full, with 732 cars in the lot at last count. Director Cantwell stated that, with a total of 841 spaces, that leaves 109 parking spaces open, which is less than an airplane full of people. Director Cantwell explained that 30 spaces are assigned to Enterprise for car rentals, which is an increase from the previously requested 18 spaces. Commissioner Nations asked if there was any way that Enterprise could park their "in-waiting" cars off of the main lot. Director Cantwell responded that there is no area that would be FAA approved. Commissioner Nations asked if there would be space at the Boeing or North Bay lots. Director Cantwell responded that those lots are full due to the number of employees at each business. Commissioner Nations inquired about the engineer parking lot. Director Cantwell responded that those 6 spaces would not address the issue.

Director Cantwell reported that, effective December 2015, the FAA has made a final decision and mandated restrictions on drone and model aircraft operating within 5 miles of airport. Director Cantwell encouraged the public to visit the website knowbeforeyoufly.org for more information. Fred Boch, St. Clair County Board Member, pointed out that O'Fallon and Mascoutah fall within a 5-mile radius of MidAmerica Airport.

Director Cantwell presented the extension of the Consultant Agreement with John Chang for July 1, 2016 through December 31, 2016. Director Cantwell explained that the contract has been reworked from a \$10,000.00 per month retainer plus expenses to a \$2,000.00 per month retainer plus expenses, with specific optional tasking. Director Cantwell requested, if tasking is urgent, that he can go forward with Chairman approval, and then report at the next PBC meeting. Commissioner Nations moved approval of the extension of the Consultant Agreement with John Chang, from July 1, 2016 through December 31, 2016, as outlined in John Chang's June 16, 2016 letter. Second by Commissioner Lee. Roll call as follows:

Commissioner Nations	: Aye
Commissioner Jackson	: Aye
Commissioner Lee	: Aye
Commissioner Polites	: Absent
Commissioner Effinger	: Absent
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
AYES: 5 ABSENT: 2 NAYS: None	

Motion carried.

Director Cantwell presented the extension of the Consultant Agreement with Larry Taylor d/b/a Aziotics from July 1, 2016 through December 31, 2016. Director Cantwell requested the same conditions as John Chang in terms of tasking with Chairman approval and then reporting to the full board at the next meeting. Director Cantwell noted that the Agreement was \$4,500.00 per month before, and it will be decreasing to \$3,000.00 per month.

Commissioner Nations asked why the compensation level is higher for Taylor as compared to Chang. Director Cantwell responded that Taylor's monthly amount is more than the Agreement with John Chang because Taylor does not have as much tasking. Commissioner Nations moved approval of the extension of the Consultant Agreement with Larry Taylor d/b/a Aziotics from July 1, 2016 through December 31, 2016, as outlined in Larry Taylor's July 1, 2016 letter. Second by Commissioner Lee. Roll call as follows:

Commissioner Nations	: Aye
Commissioner Jackson	: Aye
Commissioner Lee	: Aye
Commissioner Polites	: Absent
Commissioner Effinger	: Absent
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
AYES: 5	ABSENT: 2
NAYS: None	

Motion carried.

Director Cantwell presented the FAA Land Lease for navigation equipment. Director Cantwell stated that the original agreement is from 1996, and speculated that it was possibly from before the Public Building Commission was the Operator of the Airport. Director Cantwell explained that the lease allows for FAA mandated equipment to be placed at FAA facilities at no cost to the FAA. Director Cantwell elaborated that Public Building Commission approval is needed to authorize land use to allow access to navigation equipment such as runway lights and antennas. Director Cantwell clarified that the equipment is FAA-owned and maintained, it is no cost – no revenue, and it is required for Airport to operate as a certified facility. Commissioner Nations moved approval of the lease, commencing on October 1, 2016 and continuing through September 30, 2036. Second by Commissioner Dinges. Roll call as follows:

Commissioner Nations	: Aye
Commissioner Jackson	: Aye
Commissioner Lee	: Aye
Commissioner Polites	: Absent

Commissioner Effinger : Absent
Commissioner Dinges : Aye
Commissioner Sauget : Aye
AYES: 5 ABSENT: 2 NAYS: None

Motion carried.

Director Cantwell introduced Dan Trapp, MidAmerica St. Louis Airport Engineering and Planning Director, to present the Rehabilitate Airfield Shoulders Project. Director Trapp explained that the bid results came in higher than the engineer's estimate of \$258,000.00 for the base bid. Director Trapp elaborated that, as recent as the previous day, the plan was to include Alternate 1, and use surplus money from a previous project but, after speaking with IDOT, the funds will not be available in time for the project, so the revised recommendation is just for the base bid. Director Trapp stated that The Kilian Corporation is the lowest qualified bidder, with a base bid of \$268,792.00. A general discussion about the work to be performed was held. Director Trapp stated that the total cost for the Project is \$314,500.00. Director Trapp added that the County's share will increase over what was previously approved by \$2,979.20. Commissioner Nations moved approval to concur with the Illinois Department of Transportation to award the Project to the low bidder, The Kilian Corporation, at the base bid of \$268,792.00, plus the associated engineering costs bringing the total to approximately \$314,500.00. Chairman Sauget reiterated that the local participation amount of the total expense is \$32,529.20. Second by Commissioner Lee. Roll call as follows:

Commissioner Nations : Aye
Commissioner Jackson : Aye
Commissioner Lee : Aye
Commissioner Polites : Absent
Commissioner Effinger : Absent
Commissioner Dinges : Aye
Commissioner Sauget : Aye
AYES: 5 ABSENT: 2 NAYS: None

Motion carried.

Director Cantwell introduced the HVAC Service Agreement. Director Cantwell stated that there were two bids for preventative maintenance on the chiller. Director Cantwell explained that the lowest responsible bidder was Integrated Facility Services. Commissioner Nations asked if there would be a breakout for Boeing. Director Cantwell affirmed that there will be. Commissioner Nations asked if MAA will charge Boeing. Director Cantwell confirmed that Boeing will be charged as a pass through. Commissioner Nations moved approval to award the HVAC preventative maintenance contract at MidAmerica Airport to Integrated Facility Services for an amount not-to-exceed an annual fee of \$13,284.00, for a period of three years, plus a one year extension. Second by Commissioner Dinges. Roll call as follows:

Commissioner Nations	: Aye
Commissioner Jackson	: Aye
Commissioner Lee	: Aye
Commissioner Polites	: Absent
Commissioner Effinger	: Absent
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
AYES: 5 ABSENT: 2 NAYS: None	

Motion carried.

Director Brede requested to enter Executive Session for purposes of Personnel. Commissioner Nations moved to enter into Executive Session for legally authorized purposes regarding Personnel. Second by Commissioner Lee and carried.

The Doors closed at 10:50 a.m.

The Regular Meeting reconvened at 11:25 a.m.

The following Commissioners were present in Open Session: Richard Sauget, James Nations, Luther Jackson, Charles Lee, and Thomas Dinges. Commissioners Polites and Effinger were absent.

Also present for the Open Session were the following: Debra Moore, County

Administrator; Fred Boch, County Board Member; James Brede, Director of Buildings; Attorney Bernard Ysursa; Attorney Brian Manion; and Vickie Boydte, Secretary.

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

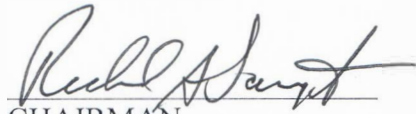
Meeting adjourned at 11:25 a.m.

Respectfully submitted,



Vickie Boydte
Secretary

APPROVED:


CHAIRMAN