

**MINUTES OF THE MONTHLY MEETING OF THE
PUBLIC BUILDING COMMISSION OF ST. CLAIR
COUNTY, ILLINOIS, HELD ON THURSDAY
MARCH 17, 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, March 17, 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: Debra Moore, County Administrator; Tim Cantwell, MidAmerica St. Louis Airport Director; Dan Trapp, MidAmerica St. Louis Airport Engineering and Planning Director; Tom Knapp, Sheriff's Department; Fred Boch, County Board Member; Mike Baker, County Board Member; Randy Pierce, Fairview Heights Tribune; James Brede, Director of Buildings; Attorney Bernard Ysursa; and Vickie Boydte, Secretary.

Minutes of the February 22, 2016 Regular Monthly Meeting were reviewed. Commissioner Polites moved that the Regular Monthly Meeting Minutes, dated February 22, 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 March 30, 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 March 30, 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 March 2016, and asked that it be placed on file, stating that the 2016 Budget is in line with the projected percentage of 25.0% expenditures.

Commissioner Polites reviewed the Trial Balance Report for February 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 Elevator Modernization Bid recommendation. Director Brede explained that there are two parts to the request for approval. First, Director Brede requested approval to award the Project to the lowest responsible bidder, Advanced Elevator, at a cost of \$605,306.08. Commissioner Nations moved approval of Advanced Elevator at the bid amount of

\$605,306.08. Second by Commissioner Effinger. Commissioner Nations sought clarification that the cost includes the base bid as well as the one option to expand floor position indicators to each floor, but does not include the recommended 20% over and above that cost for unforeseen expenses. Director Brede confirmed that the amount includes the base bid and the cost of the floor position indicators, and stated that the position indicators will allow bailiffs to know where an incident may be occurring and be able to respond more quickly. Director Brede added that, at present, these indicators are on the first floor only which does not help the bailiffs on the fourth floor. For the second part of the recommendation, Director Brede requested approval of an upfront, additional 20% for unforeseen costs and permission to proceed with Change Orders before Commission review at a subsequent meeting. Commissioner Effinger clarified that this request is due to the time constraints involved with the project and the potential delay involved with getting change orders approved once per month. Director Brede affirmed Commissioner Effinger's statement and added that it will take two months per elevator, with one elevator taken out of service at a time, so stopping work on the Project until approval is granted at a monthly meeting, could delay the project significantly. Commissioner Nations recommended that the additional amount be 10% of the total project, with the possibility of additional adjustments in future meetings, since there is the tendency for both private and public sector projects to spend the entire budgeted amount. Director Brede replied that, while he does not anticipate change orders, unforeseen problems can come up when dealing with older construction. Commissioner Nations, with permission of the Second, offered an amended motion to approve the amount of \$605,306.08 plus a 10% contingency to be reviewed on a monthly basis.

Second by Commissioner Effinger. 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 Brede presented Change Order #2 for the Courthouse Fountain Renovations. Director Brede stated that Change Order #2 would be at an additional cost of \$19,492.50, bringing the total project cost to \$322,964.50. Commissioner Nations asked what work is involved in the Change Order. Director Brede explained that the top of the aprons around the pools were found to be leaking water from behind and, when they got into the side walls, concrete was falling out. According to Director Brede, the work is to strip the existing caulk, re-caulk the entire exterior of the pool to prevent the water from migrating behind it, and then remove and refill the areas of concrete in poor condition. Commissioner Nations moved approval of Change Order #2, in the amount of \$19,492.50, bringing the total cost to \$322,964.50. 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.

Tim Cantwell, MidAmerica St. Louis Airport Director, informed the Commission

that Allegiant's Jacksonville destination, which begins on May 27, 2016, was added since the February PBC Meeting. According to Director Cantwell, Allegiant's Destin and Punta Gorda destinations are looking to be year-round; while the newly announced Jacksonville destination has seasonal service. Director Cantwell remarked that he will be speaking with Allegiant Airlines in the upcoming weeks regarding service schedules.

Director Cantwell followed up on the Parking Lot Expansion project which, at last month's meeting, the PBC designated IMPACT Strategies for the design build. Director Cantwell explained that not only is the parking lot full but, in addition to the 250 additional spaces approved at the last meeting, more dedicated handicap spaces are also needed. Director Cantwell added that there is also expanded opportunity with Enterprise, since they rent out 12-15 cars per flight, which generates revenue for the Airport at a rate of \$2.50 per car, per day for the parking space. According to Director Cantwell, while observing Airport activity patterns, it was noted that the exit out of arrival has no crowd control and cars cannot come across. Director Cantwell asserted that putting in a crossway will help with this problem. Additionally, Director Cantwell stated that retention work is needed in the area next to the terminal. A general discussion was held. Commissioner Nations explained that a tar and gravel surface would be difficult to manage luggage across, so that would not be a suitable alternative to asphaltting the lot. Commissioner Polites moved approval of IMPACT Strategies Project Addendum No. 8-2016 for Parking Lot Expansion at MidAmerica Airport, yielding an additional 277 spaces in an amount not-to-exceed \$588,076.00. Second by Commissioner Nations. 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.

Dan Trapp, MidAmerica St. Louis Airport Engineering and Planning Director, explained that the Airport's parking space shortage will reach 181 spaces on June 2nd, if there is no expansion to the parking lot. Director Cantwell explained that part of the challenge is inflow and outflow of passengers. Commissioner Nations paraphrased that some passengers arrive before other passengers leave. Director Cantwell added that cars also remain in the lot for an extended period of time with snowbirds and spring breakers. A general discussion was held about parking spaces, shortages, availabilities, future employee parking, and passenger flight peak times.

Director Cantwell presented the Airfield Signage Project, which is necessary to meet changes in Federal Aviation Administration (FAA) regulations and safety recommendations. Director Cantwell stated that the Project will be paid with Airport Improvement Program (AIP) funding, which requires only 5% local funding. According to Director Cantwell, the Illinois Department of Transportation (IDOT) runs the program. He explained that three bids were received by IDOT, with the apparent low bidder as J.F. Edwards Construction Company at \$184,692.95. Director Cantwell elaborated that the Illinois Department of Aviation (IDA) is reviewing the bids as well, and will provide a recommendation. Director Cantwell requested PBC approval to concur with the recommendation and issuance of the Award, as determined by the IDA. Commissioner Nations moved to authorize Director Cantwell to concur with the IDA's recommendation

and authorize the award. 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 to purchase baggage carts due to increasing passenger airline destinations, as well as occasions of processing two passenger flights simultaneously, prior to the additional upcoming increase of destinations and flight frequency. Director Cantwell added that the Airport receives 10% of the gross receipts from Airport Terminal Services. Director Cantwell elaborated that while other aircraft support equipment can be used quickly and rotated amongst airplanes; baggage carts cannot due to consolidation of baggage two hours prior to departure. Director Cantwell recommended the purchase of four baggage carts from FAST Global Solutions, Inc., as the lowest responsible bidder at a cost not-to-exceed \$13,000.00. Commissioner Polites moved approval of the purchase of four baggage carts from FAST Global Solutions, Inc., as the lowest responsible bidder at a cost not-to-exceed \$13,000.00. 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.

Attorney Ysursa requested to enter Executive Session for purposes of Litigation.
Commissioner Nations moved to enter into Executive Session for purposes of Litigation.
Second by Commissioner Polites and carried.

The Doors closed at 10:25 a.m.

The Regular Meeting reconvened at 10:35 a.m.

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

Also present for the Open Session were the following: Dan Trapp, MidAmerica St. Louis Airport Engineering and Planning Director; Attorney Bernard Ysursa; and Vickie Boydte, Secretary.

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

Meeting adjourned at 10:35 a.m.

Respectfully submitted,



Vickie Boydte
Secretary

APPROVED:

CHAIRMAN