

**MINUTES OF THE MONTHLY MEETING OF THE
PUBLIC BUILDING COMMISSION OF ST. CLAIR
COUNTY, ILLINOIS, HELD ON THURSDAY
OCTOBER 20, 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, October 20, 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, and Richard Effinger. Commissioner Thomas Dinges was absent.

Also present for the meeting, or for a portion thereof, were the following: Debra Moore, County Administrator; Dan Trapp, MidAmerica St. Louis Engineering and Planning Director; Tom Knapp, Sheriff's Department; Fred Boch, County Board Member; John West, County Board Member; Randy Pierce, Fairview Heights Tribune; Joseph Bustos, Belleville News Democrat; James Brede, Director of Buildings; Attorney Bernard Ysursa; and Vickie Boyde, Secretary.

Minutes of the September 15, 2016 Regular Monthly Meeting were reviewed. Commissioner Lee moved that the Regular Monthly Meeting Minutes, dated September 15, 2016 be approved as provided. Second by Commissioner Polites and carried.

Under Treasurer and Finance, Commissioner Polites, Treasurer, reviewed the Regular Expense Claims Report with Payroll Ledger Report for October 28, 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 : Absent
Commissioner Sauget : Aye
AYES: 6 ABSENT: 1 NAYS: None

Motion carried.

Commissioner Polites reviewed the Airport Expense Claims Report, dated October 28, 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 : Absent
Commissioner Sauget : Aye
AYES: 6 ABSENT: 1 NAYS: None

Motion carried.

Commissioner Polites reviewed the **Monthly Budget Analysis Report for October 2016**, and asked that it be placed on file, stating that the 2016 Budget is in line with the projected percentage of 83.3% expenditures, with the exception of Economic Development at 85% due to the Parking Lot Expansion Project.

Commissioner Polites reviewed the **Trial Balance Report for September 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 Ameren Utility Easement Agreements. Director Brede explained that Ameren needs easement access due to the City of Belleville upgrading city hall and running new utilities

underground. Director Brede clarified that the utilities will actually be on City of Belleville property, but the easement will extend onto PBC Property. Director Brede added that this activity does not affect PBC operations. Director Brede indicated that Attorney Bernard Ysursa has reviewed the documents and felt everything was in order. Commissioner Polites moved approval of the Utility Easement Agreements. Second by Commissioner Effinger. Commissioner Nations confirmed that both gas and electric are included. Roll call as follows:

Commissioner Nations	:	Aye
Commissioner Jackson	:	Aye
Commissioner Lee	:	Aye
Commissioner Polites	:	Aye
Commissioner Effinger	:	Aye
Commissioner Dinges	:	Absent
Commissioner Sauget	:	Aye
AYES: 6	ABSENT: 1	NAYS: None

Motion carried.

Director Brede presented the Courthouse Generator Project RFP #1 and RFP #2. Director Brede explained that RFP #1, at a cost of \$8,410.60, is for a replacement transfer switch for the elevators, as it has to be upgraded to meet code. Director Brede stated that RFP #2, at a cost of \$6,537.30, is for a 120V power supply to place elevator lighting on emergency power. Director Brede confirmed that both are sole source bids and amend the existing contract. Commissioner Nations moved approval of RFP #1 and RFP #2 for the Courthouse Generator Project, at a cost of \$8,410.60 and \$6,537.30, respectively. 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 : Absent
Commissioner Sauget : Aye
AYES: 6 ABSENT: 1 NAYS: None

Motion carried.

Dan Trapp, MidAmerica St. Louis Airport Engineering and Planning Director, introduced the new Airport Joint Use Agreement between St. Clair County, Illinois and the United States Air Force. Director Trapp stated that the original Airport Joint Use Agreement was executed in 1991 and, since much of it was outdated, it was determined that a new Airport Joint Use Agreement was needed. Director Trapp explained that the St. Clair County Board Chairman and the Air Force have already signed the new Joint Use Agreement and that, at this time, the Agreement is presented to the Public Building Commission for acceptance of the referral and implementation. Commissioner Nations moved to accept the referral of the Airport Joint Use Agreement as provided, and use that as a working document for the administration of MidAmerica Airport. 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 : Absent
Commissioner Sauget : Aye
AYES: 6 ABSENT: 1 NAYS: None

Motion carried.

Director Trapp introduced the Rental Car Leasing Agreement with Enterprise Rental. Director Trapp explained that Enterprise's business has increased as the frequency of flights has increased. Director Trapp elaborated that the Agreement provides for Enterprise to lease 30 reserved parking spots along with signage, counter and storage space

to accommodate business. Commissioner Nations moved approval of the Enterprise Rental Car Leasing Agreement as provided. 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	: Absent
Commissioner Sauget	: Aye
AYES: 6 ABSENT: 1	NAYS: None

Motion carried.

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

Meeting adjourned at 10:13 a.m.

Respectfully submitted,



Vickie Boydte
Secretary

APPROVED:


CHAIRMAN