MINUTES OF THE MONTHLY MEETING OF THE PUBLIC BUILDING COMMISSION OF ST. CLAIR COUNTY, ILLINOIS, HELD ON THURSDAY FEBRUARY 16, 2017 AT 10:05 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 10:05 a.m., on Thursday, February 16, 2017 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; Tim Cantwell, MidAmerica St. Louis Airport Director; Tom Knapp, Sheriff's Department; Fred Boch, County Board Member; Dan Trapp, MidAmerica St. Louis Airport Engineering and Planning Director; Randy Pierce, Fairview Heights Tribune; Mike Koziatek, Belleville News Democrat; James Brede, Director of Buildings; Attorney Bernard Ysursa; John West, County Board Member, Sue Schmidt, Financial Analyst; Attorney CJ Baricevic; Mark Chatham; Vickie Boydte, Secretary; and Kelly Chandler.

Minutes of the January 19, 2017 Regular Monthly Meeting, Executive Meeting, and Annual Meeting were reviewed. Commissioner Polites moved that the Regular Monthly Meeting, Executive Meeting, and Annual Meeting Minutes, dated January 19, 2017 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 February 28, 2017, 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 February 28, 2017 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 February 2017,** and asked that it be placed on file, stating that the 2017 Budget is in line with the projected percentage of 16.7% expenditures.

Commissioner Polites reviewed the **Trial Balance Report for January 2017,** and asked that it be placed on file. The Secretary has a copy available for review in the Public Building Commission Office.

Under Airport Operation Business, Director Cantwell, MidAmerica St. Louis Airport Director, reviewed the outlook for the commercial market for passengers via the Official Airline Guide (OAG). Director Cantwell stated there is an increase in passenger activity and added the growth is coming back from the 2008 timeframe in the economy. Director Cantwell presented the activity sheets and noted amount of gas sold from 2015 to 2016 as an increase of 912,000 gallons, along with Military Contract Fuel growth of about 130,000, and also showed the activity has increased on the Joint Use Capability. Director Cantwell reviewed January 2017 On Plane Passengers as 4,777, which is a growth of 45% of January subscription flights. Director Cantwell stated, Airport is currently in a low season, but will shortly be up to 25 flights in a week, equivalent to roughly 6,000 passengers per week. Director Cantwell stated since the numbers are increasing with passengers and they will be over capacity by middle of May, additional parking lot is needed to accommodate the increase. Director Cantwell reviewed current parking lot of 841 total spaces to the proposed parking lot of 1,212 total spaces. Commissioner Nations stated the observation of the increase of 45% in January will likely flow through the year and there is a request for roughly a 50% increase in parking spaces. Director Cantwell added there is also the anticipation of service to more destinations and the frequency those numbers are based on has been surpassed at this point. Commissioner Nations questioned whether we are adequately expanding the parking to accommodate what we expect to occur. Director Cantwell confirmed it is an adequate expansion for the projected growth. A general discussion was held for not currently charging for parking, but the option of charging a dollar a day to generate dollars. Director Cantwell stated no charge for parking has been a selling point. Commissioner Nations reiterated that some of the governmental funding sources only fund if there is not a charge for a service. Director Cantwell stated you cannot charge for parking per the grant, if you take FAA dollars. Director Cantwell stated there is a 20% decrease of open spaces and reviewed location of Phase 2, which needs lighting, painting, and Jersey barriers for security and/or cost savings. Director Cantwell added Jersey barriers would be the best option for fluidity and the ability to redo at some point. Director Cantwell stated North Bay has a full parking lot currently through June/July and will have to eventually expand. Director Cantwell stated if Boeing needs to expand, they will need additional parking. A general discussion was held in regards to who is responsible for possible Boeing expansion on parking. Director Cantwell added it would depend on negotiations. Director Cantwell discussed this is for approval to expand passenger terminal parking lot, Phase 2 in which there are bid results. Commissioner Nations inquired about the number of employees at Boeing on the multiple shifts. Director Cantwell stated he does not have exact number, but it is more than 120 employees, and second and third shifts are not full shifts. Director Cantwell added it would be 200 employed, but only an occupancy maximum of 120. Director Cantwell stated in the beginning Boeing didn't foresee using the air side and now they utilize production floor for big pieces of equipment. Director Cantwell stated they are in discussions as to how this is going to affect usage. Director Cantwell stated there are eight bid results and qualified was Rooter's Asphalt from Beckemeyer, Illinois, which was $625,041.75. Director Cantwell added there was an engineer's estimate at beginning of $861,000.00. Director Cantwell stated the highest bid was $784,000.00 and every bidder is an Approved Illinois IDOT prequalifier. Director Cantwell added current funding is focused to go to the St. Clair County (SCC) Capital Replacement Budget. Director Cantwell stated until we execute the contract, it is not fully awarded and there may be an opportunity for state funds. Commissioner Polites moved to approve the selection of Rooters Asphalt from Beckemeyer, Illinois, with cost not to exceed $625,000.00 and forward the project to the County for funding and the County Capital Replacement Fund. 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	: Absent
Commissioner Sauget	: Aye
AYES: 6 ABSENT: 1	NAYS: None

Motion carried.

Director Cantwell stated the Parking Lot Expansion was not considered in allowable long-term use of Airport Engineer approved by Illinois. Director Cantwell added CMT is an engineering firm and the subtasks were in there that had RFQ, but parking lot expansion was not on there, which means they have to go out for a Construction Management Engineer. Director Cantwell stated they did an RFQ internal process and reviewed three firms, Hutchinson Engineering, Crawford, Murphy, and Tilly, and Parsons Brinckerhoff. Director Cantwell stated CMT was selected by the selection committee out of the nine possible RFQs. Director Cantwell requested to approve CMT for Construction Phase Services for the Passenger Parking Lot Expansion, authorize the Airport Director to negotiate a fee, and authorize the PBC Chairman to sign engineering agreement when appropriate. Director Cantwell stated $67,000.00 was in the program and also in the plan. Commissioner Nations moved to approve CMT for construction services for the passenger parking lot expansion subject to satisfactory negotiations and then approve the Chairman to sign the engineering agreement. 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 Cantwell stated passenger terminal improvements were not previously awarded on the bids, but as the bids were analyzed they saw Thyssen Krupp was the sole source for work. Dan Trapp, MidAmerica St. Louis Airport Engineering and Planning Director, stated the line item for the passenger boarding bridges on the bids was about $400,000.00, but now came back under sole source of $332,000.00 with a significant savings due to not paying a subcontractor markup. Director Cantwell stated they need to replace 20-year-old console along with the motor mechanism and hydraulics are outdated on this piece. Mr. Trapp added additional items that need replacement are canopies and bumpers, a new safety system, and a video camera that allows operator to see wheels below and wheels will have sensors. Mr. Trapp also stated that the current hydraulics need to be replaced with a new electronic mechanical system horizontally and new hydraulics vertically. Director Cantwell stated there are two bridges that need modification. Director Cantwell added there are acquisition approvals and planning for portable bridge to use as backup when another bridge is down. Commissioner Nations inquired if the repairs would be sequential and the new portable bridge would be used as the backup to handle multiple gate activities. Director Cantwell was in agreement. Director Cantwell requested to approve Thyssen Krupp bid and forward to St. Clair County for approval of funding. Director Cantwell stated it is part of a matching grant through the County and the grant money is in the St. Clair County budget. Commissioner Nations moved to approve Public Building Commission to accept and forward to the County a sole source contract agreement with Thyssen Krupp for the necessary work to rebuild and upgrade the bridge gateway passenger boarding bridges at an amount not to exceed $332,600.00. Second by Commissioner Polites. Commissioner Nations stated this is a 90/10 split. Director Cantwell confirmed it is a 90/10 and not state authorized participation.

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 Cantwell presented the Approval Consent and Subordination Agreement for North Bay Produce and stated it is a position change to 2022. Commissioner Polites reviewed North Bay's financials which showed they have had an impressive year in revenue generation and expenses. Director Cantwell stated they have doubled production at MidAmerica. Commissioner Nations added the payments to the County and Airport have been flawless and anything to help facilitate their growth would be in St. Clair County's best interest. Chairman Sauget gave credit to Director Cantwell and Mr. Taylor for bringing North Bay to MidAmerica. Commissioner Nations moved to approve Subordination Agreement that has been requested by North Bay Produce to secure financing for equipment installed at their North Bay Produce locations. 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.

Director Cantwell presented information regarding Volaire Aviation Consulting, formerly Sixel employees. Director Cantwell proposed to enter engagement with Volaire for products they have given MidAmerica. Director Cantwell stated they have a contract with Sixel for their data analysis, which gives forecasts and cost differences specific to MidAmerica and passenger service in this region until December 31, 2017. Director Cantwell stated at that time, Volaire will offer MidAmerica a more in-depth data source at the same price. Director Cantwell requested on behalf of MidAmerica to approve Volaire Aviation Consulting agreement and authorize Airport Director to use $35,000.00 of Volaire products as needed. Director Cantwell stated this is already in budget from Sixel products, but Volaire products would be used in Sixel's place. Commissioner Polites moved to approve Volaire Aviation Consulting agreement and authorize the Director of Airport to use $35,000.00 of Volaire products when needed. 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	: Absent
Commissioner Sauget	: Aye
AYES: 6 ABSENT: 1	NAYS: None

Motion carried.

Under Resolution, Attorney Ysursa presented the resolution authorizing, Ms. Chandler, to transfer funds and make payments via wire transfers. Commissioner Nations moved to approve. 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.

Chairman Sauget requested to enter Executive Session for the purpose of Personnel and to discuss Performance Award Agreement. Commissioner Nations moved to enter into Executive Session for legally authorized purposes regarding Personnel and to discuss Performance Award Agreement. Second by Commissioner Polites.

The Doors closed 10:35 a.m.

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

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

Also present for the Open Session were the following: Debra Moore, County Administrator; James Brede, Director of Buildings; Attorney Bernard Ysursa; Vickie Boydte, Secretary; Tim Cantwell, MidAmerica St. Louis Airport Director; Fred Boch, County Board Member; Dan Trapp, MidAmerica St. Louis Airport Engineering and Planning Director; Attorney CJ Baricevic; Mark Chatham; Randy Pierce, Fairview Heights Tribune; Mike Koziatek, Belleville News Democrat; John West, County Board Member, Sue Schmidt, Financial Analyst; Kelly Chandler.

Commissioner Nations moved to approve the Public Building Commissioner approve the incentive compensation award for Director Cantwell recommended 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.

Commissioner Nations stated the Commission has heard Mark Chatham's request appealing the decisions of the Foreman, Director of Buildings, and Commission, and moved to affirm the decision and deny the appeal.

Second by Commissioner Lee. Roll call as follows:

Commissioner Nations	: Aye
Commissioner Jackson	: Aye
Commissioner Lee	: Aye
Commissioner Polites	: Abstain
Commissioner Effinger	: Abstain
Commissioner Dinges	: Absent
Commissioner Sauget	: Aye

AYES: 4 ABSTAIN: 2 NAYS: None ABSENT: 1

Motion carried.

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 11:30 a.m.

Respectfully submitted,

Vickie Boydte
Secretary

APPROVED:

CHAIRMAN