

**MINUTES OF THE MONTHLY MEETING OF THE
PUBLIC BUILDING COMMISSION OF ST. CLAIR
COUNTY, ILLINOIS, HELD ON THURSDAY
JULY 20, 2017 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, July 20, 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 Thomas Dinges. Richard Effinger 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; John West, County Board Member; Fred Boch, County Board Member; Randy Pierce, Fairview Heights Tribune; Casey Bischel, Belleville News-Democrat; Attorney Bernard Ysursa; Sue Schmidt, Financial Analyst; and Vickie Boydte, Secretary.

Minutes of the June 15, 2017 Regular Monthly Meeting were reviewed. Commissioner Lee moved that the Regular Monthly Meeting Minutes, dated June 15, 2017 be approved as provided. Second by Commissioner Dinges and carried.

Under Treasurer and Finance, Commissioner Polites, Treasurer, reviewed the Regular Expense Claims Report with Payroll Ledger Report for July 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	: Absent

Commissioner Dinges : Aye
Commissioner Sauget : Aye
AYES: 6 ABSENT: 1 NAYS: None

Motion carried.

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

Motion carried.

Commissioner Polites reviewed the Monthly Budget Analysis Report for July 2017, and asked that it be placed on file, stating that the 2017 Budget is in line with the projected percentage of 58.3% expenditures.

Commissioner Polites reviewed the Trial Balance Report for June 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 Operations, Tim Cantwell, MidAmerica St. Louis Airport Director, presented an update on activity for the construction of three projects. Director Cantwell stated one of the projects completed was with the bridges with 20-year-old technology being updated on July 20, 2017. Director Cantwell added the project on the inside for the maintenance road around the runway was halted, so close to 20 days were lost due to the Illinois Budget impasse, but are back on it right now. Director Cantwell reviewed the Transportation Security Administration Modification upstairs and area down below where the passenger parking lot is located where you enter. Director Cantwell presented upstairs on the fly bridge as the entrance

into the secure area back to the gates, along with the Airport impact at finish of that area. Director Cantwell added deployment of the second AIT machine and getting a second line will really alleviate the backups. Director Cantwell added the backups were 15/20 minutes in length. Director Cantwell stated people were being inconvenienced for a minute, but not used to the inconvenience. Commissioner Nations inquired as to when the equipment will be installed. Director Cantwell stated a week from this past Monday or Tuesday with installation overnight and will be certified all the way through with a gap in the schedule that will give about 16 hours for completion. Commissioner Nations stated this will be next Monday/Tuesday. Director Cantwell confirmed it will be next Monday/Tuesday and by next Friday this will be in place, when the 5 flights are started for that week, Friday, Saturday, Sunday, and Monday. Director Cantwell stated MidAmerica's part of it is done and thanked everyone for the approval, since the baseline needed to be done and then addition of everything else. Director Cantwell stated the FSD (Federal Security Director) organized it, and the local Assistant Federal Security Director, Jeff Hardacre, is doing operations and will be there overnight. Director Cantwell added he and Rich will take turns on it. Director Cantwell stated there are 9 destinations out of MidAmerica, but he does not receive the private numbers such as sales, but knows sales are going good. Director Cantwell stated the orange dots on the map are hubs that MidAmerica does not fly to as of now, San Francisco, Los Angeles, San Jose, Austin, Newark, and Baltimore. Director Cantwell presented information on the last six months compared to six months over last year with 15,373 passengers assessed, a million gallons in gas, but forecasted to be about a million and a half. Director Cantwell added the markets are going year round in Fort Lauderdale and Phoenix, so this pace is expected to be maintained. Director Cantwell stated there are 467 non-County jobs at the Airport. Commissioner Nations added that is a huge number. Director Cantwell stated that among those jobs are 18 farmers who are still farming around the Airport,

and last year there was \$550,000 in income from the farms. Director Cantwell stated as of Tuesday of this month, 15,373 passengers was the highest number with anticipation of 17,000 this month. Director Cantwell added they look at what is the impact by looking at throughput and Sheriff hours, which are high right now because they are the law enforcement for Airport. Director Cantwell stated they tried to figure out MidAmerica's last year's budget, which was picked out in October and approved, as matched up to here and tried to figure out the 33% increase in passenger in the terminal. Director Cantwell added they might have to move some stuff around with the obvious one being janitorial with 6 bathrooms that will host 17,000 people one way and 17,000 people another way, along with 50 to 60 employees in the same building. Director Cantwell stated this is a nice problem to have. Director Cantwell added he wanted to give a heads up that this was the forecast and will have 33% more passengers at the Airport now.

Director Cantwell stated looking forward to wintertime and getting ready with lead time needed for salt and sand for inside and outside the fence, they have taken a look at Munie's contract for snow and ice removal on the land side, not the air side. Director Cantwell added there is special equipment, products, and chemicals on the air side. Director Cantwell stated the land side needs to be cleaned 24/7 because operations are 24/7 out of Boeing and North Bay, along with security forces on that side. Director Cantwell added he asked Munie if they would accept a one-year extension at the same price as in 2014. Director Cantwell stated for 2014 prices, MidAmerica Airport can get one more year with them without going through the bid process. Director Cantwell requested approval for one-year extension with Munie that will be bid out next year. Commissioner Polites moved to approve one-year extension at the current fee schedule for Munie Outdoor Services to be signed by the Chairman. Second by Commissioner Lee. Commissioner Nations added with permission for ice and snow removal on land side. Roll call as follows:

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

Motion carried.

Director Cantwell presented snapshot of engineers randomly picking times to get data, so there is historical data to present to anyone who asks why there is a need for a parking lot. Director Cantwell stated on the 17th there were 1309 available spaces with 1284 being occupied at 98%. Director Cantwell added they are looking at repaving and restriping, but cannot reasonably put another square in the parking lot. Commissioner Polites inquired to the need for a shuttle service from the parking lot for passengers during peak times, such as a 6-seat golf cart. Director Cantwell stated this could be looked at, but the farthest place you are going to walk is the parking lot at the Airport. Director Cantwell added the second issue of liability is too much when you are talking about all of the ADA requirements, and the Airport would be better off to wait for the parking and revenue contract, review it, and give advice on it. Commissioner Nations stated it would be more successful to have a larger number of handicap spaces, but then may end up with idle spaces. Director Cantwell stated there is no way of knowing how many to get, as they have a number that has been enhanced a little bit, because it is known that the number is based on scientifically driven data that's historical, and has not been applied to the engineering analysis yet. Director Cantwell added he does not think this is something they should entertain right now in the short term. Director Cantwell stated there are 2 phases to this with \$22,780.00 for Phase I portion with the tasks associated for the Phase I portion of the Parking Lot Study, so the study piece is going to give you a decision tree to say no action all the way down to radical action, a revenue of opportunity or not, and a decision can be made then.

Director Cantwell added they can do forecasts for it and the study should be completed by the next PBC meeting. Director Cantwell stated the sub-consultant in CMT has been doing parking lot engineering analysis at Rockford, at transitional airports, just like MidAmerica, who may be transitioning an open surface to an enclosed surface. A general discussion was held regarding handling the culverts at the Airport. Commissioner Nations moved to approve Phase I of the Consultancy Work for the Parking Lot Analysis to enhance the parking capabilities at current facility to CMT for PARCS at a price not to exceed \$23,000.00 out of the Airport Budget. Director Cantwell confirmed this will be out of the Airport Budget. Second by Commissioner Dinges. Roll call as follows:

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

Motion carried.

Director Cantwell presented to approve for Assistant Director of Operations position, Matthew Glover, who has a tremendous amount of experience, and the pay rate is listed on paperwork. Commissioner Nations moved for the approval to hire an Assistant Director of Operations with funding currently available in the Airport Budget. Second by Commissioner Lee. Roll call as follows:

Commissioner Nations	: Aye
Commissioner Jackson	: Aye
Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Absent
Commissioner Dinges	: Aye
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.

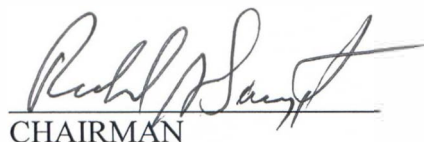
Meeting adjourned at 10:18 a.m.

Respectfully submitted,



Vickie Boydte
Secretary

APPROVED:


CHAIRMAN