

**MINUTES OF THE MONTHLY MEETING OF THE
PUBLIC BUILDING COMMISSION OF ST. CLAIR
COUNTY, ILLINOIS, HELD ON THURSDAY
JUNE 15, 2017 AT 10:04 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 10:04 a.m., on Thursday, June 15, 2017 at the St. Clair County Building, Belleville, Illinois.

The following Commissioners answered present to roll call: Richard Sauget, James Nations, Luther Jackson, Charles Lee, and Thomas Dinges. Daniel Polites and Richard Effinger were 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; Dan Trapp, MidAmerica St. Louis Airport Engineering and Planning Director; Fred Boch, County Board Member; Randy Pierce, Fairview Heights Tribune; Joseph Bustos, Belleville New Democrat; James Brede, Director of Buildings; Sue Schmidt, Financial Analyst; Jeff Hardacre, Transportation Security Administration (TSA), John Hursey, Transportation Security Administration (TSA), Attorney Bernard Ysursa via telephone conference; and Kelly Chandler, Assistant Comptroller.

Minutes of the May 18, 2017 Regular Monthly Meeting were reviewed. Commissioner Lee moved that the Regular Monthly Meeting Minutes, dated May 18, 2017 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, 2017, 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, 2017 and moved to approve payment of bills. 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.

Commissioner Lee reviewed the Monthly Budget Analysis Report for June 2017, and asked that it be placed on file, stating that the 2017 Budget is in line with the projected percentage of 50.0% expenditures.

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

Under Resolutions, Attorney Ysursa presented the Prevailing Wage Rate Resolution for June 2017. Attorney Ysursa explained the Prevailing Wage Rate Resolution is an annual compliance requirement for public bodies in the State of Illinois. Commissioner Nations moved to adopt the Prevailing Wage Rate Resolution for June 2017. 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.

Under Operations, James Brede, Director of Buildings, presented Parking Control System Renovation for professional service from BRiC Partnership for design and with Request for Proposal (RFP) for equipment. Commissioner Nations moved to approve the Parking Control System Renovation. Second by Commissioner Lee. Commissioner Nations inquired to BRiC's background with the RFQ design specifications. Commissioner Nations stated he is aware they are a mechanical firm. Director Brede added they are also electrical and this project will entail electrical and wiring to the different buildings for control. Commissioner Nations inquired as to BRiC's parking lot pay system experience. Director Brede stated BRiC has done one other job and this would probably be their second. Director Brede added this is a company we have dealt with in the past and they know the buildings well. Commissioner Nations stated the focus is more on the distribution services and terminals. Director Brede added the RFP will have a committee that will go out for equipment and would like to buy direct. Director Brede stated the main services for BRiC are going to be for the layout of electrical and replacement of the loops. Commissioner Nations added this is the networking portion and Director Brede agreed with his statement. 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 Airport Operations, Tim Cantwell, MidAmerica St. Louis Airport Director, stated the second Boarding Bridge is almost completed. The first Boarding Bridge was completed about 10 days ago and currently being used, but MidAmerica is still having some problems with the outdoor Boarding Bridge during the rain. Commissioner Nations inquired as to the one that's been renovated and its functioning for MidAmerica. Director Cantwell stated it is functioning good, but it is not great with having to go up and down, up and down, and through a couple of areas. Director Cantwell added people are used to it and the security is just fine. Director Cantwell stated the Ground Servicing Road on the Air Side may not be completed before June 30th and may be suspended if Illinois does not get a budget. Director Cantwell stated IDOA has already identified MidAmerica's project as one that will be suspended if, Illinois does not have a July 1st budget. Commissioner Nations inquired it is the Air Side Service Road. Director Cantwell confirmed this statement. Director Cantwell presented photos of the finished Parking Lot for expansion and presented a photo of the other side on June 5th. Director Cantwell added that it is filled up and is filling up more and more, so MidAmerica is working on some creative ways to find space. Director Cantwell presented data from Sixel on MidAmerica's increase year-over-year by month of seats available or number of empty seats. Director Cantwell stated as of May 2017, there were 86.8% more seats than May 2016. Director Cantwell added he has brought this up before of tracking 2016 to 2017 to show differences by month and enplanements have increased 45% on January and 77% in May. Director Cantwell stated May 2016 is under May 2017, 17%. Director Cantwell added the increase in the seats available month-over-month is in those years specifically and not cumulatively for those specific months. Director Cantwell stated if they increase the seats and have increased enplanements, what does this mean in regards to the increased seats; does this help or hurt MidAmerica? Director Cantwell stated he divided the seat

percentage by the enplanement percentage and came up with some absorption. Director Cantwell added to increase the flights; did MidAmerica increase the seating to fill those airplanes? Director Cantwell stated the answer is yes to above the 80% level, which is a very acceptable load factor. Director Cantwell added that any time the seats are increased, MidAmerica increased the loads and people in the terminal, and there may be a spillover effect to other routes or to other already established airplanes to get above 100%. Fred Boch, County Board Member, stated there is no limit on percent. Director Cantwell agreed there is no limit on percent and wanted to show if there was an increase in percentage, if over 100% for the seats available, then there is spillage to other destinations that were not filled up, but now they are all full. Director Cantwell added that he sees numbers like 166 on and 166 off, which means there are no extra seats. Commissioner Nations stated this reinforced that MidAmerica still has a very hungry market for the flight services that Allegiant is currently offering. Director Cantwell added this gives them confidence on the feedback that what they have offered is used. Commissioner Nations agreed with his statement. Director Cantwell reviewed the bar chart with 54% more seats available than last year, which as of right now, they are being used with the forecast throughout the month.

Director Cantwell presented the approval of Consultant Agreement Extension for John Chang for an additional 6 months. Director Cantwell stated there was a very large delegation and a very big prospect came in the last 3 weeks, which they are still in talks for some freight. Director Cantwell stated John Chang's top line is \$10,000.00 a month, but not all of this is used because this is kept down to just task-oriented pieces, such as coordination for translation on letters written to customers in China or doing follow-up negotiations with Civil Aviation Authority of China (CAAC) or the China Inspection & Quarantine (CIQ), FAA for China, and has become integral through all of MidAmerica's plans. Director Cantwell is asking for approval of a six-month extension for the Consultant Agreement for John Chang. Chairman Sauget added

that Mr. Chang is invaluable to these efforts with his amazing knowledge and understanding of the global industry. Commissioner Nations moved for the approval of the Extension of Mr. John Chang's Consultant Agreement for task-oriented awards at an amount not-to-exceed \$60,000.00 for a 6-month period. 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 some happenings which occur about midday, especially on the 5 flight days. Director Cantwell stated there is a considerable amount of traffic going through an area that was not envisioned to have a lot of activity. Director Cantwell added the building was built prior to 9/11 and there is one avenue to enter with room for one inspection station line and an exit line coming out. Director Cantwell stated MidAmerica is populating to the maximum extent at the passenger gate areas and there is a need to have better movement going through. Director Cantwell presented a picture of line going back to the elevator with people coming up the steps to go back down and around. Director Cantwell added this is not due to a process with TSA, but due to the constant populations in there and the architecture was not made to facilitate that, along with the concessionary on the other side. Director Cantwell presented a picture from downstairs and upstairs. Director Cantwell added something pretty significant needs to be done. Director Cantwell stated they are asking for a project to be done quickly by IMPACT Strategies just for building modification of a break area we currently have available for TSA employees and turning that into an area so a second lane can be added. Commissioner Nations inquired as to if the yellow area is going to become outbound or if it will be the second incoming lane. Director

Cantwell stated in the end it will be a second line and an exit lane. Commissioner Nations stated all that is being done now with IMPACT clearing and cleaning out the space so TSA can populate it. Director Cantwell added this is the only area available to expand and unable to go onto the bridge because it does not pass for security afterwards and cannot go in to the other area with the location of the concessioner. Director Cantwell introduced John Hursey, the Federal Security Director for Downstate, who has come down to help discuss the need for this.

John Hursey, Federal Security Director Downstate Illinois, thanked everyone and introduced Jeff Hardacre, Assistant Federal Security Director for Downstate Illinois, who has been an integral part of working with Director Cantwell and his staff to make everything happen. Director Hursey gave a summary of the organization and role of TSA. Director Hursey presented the evolution of MidAmerica from his perspective, starting in 2013 with flights and organizational structure. Director Hursey gave an overview of amount of supervisors and officers in the past and present with MidAmerica Airport. Director Hursey held a general discussion on current capacity and exceeding capacity, but not on a regular basis. Commissioner Nations stated the staff demonstrates commitment to get people through safely and in consistent standards to the security requirements with being personable and do a good job of representing TSA. Director Hursey thanked Commissioner Nations for his comments and added these comments will be listed on the comments page on their website. Director Hursey stated TSA never intended for there to be a wait time standard as something that was enforceable. Director Hursey added when the TSA first started the 10-minute wait time, it was just an engineering standard to include speed at which people should expect to go through, how fast cameras operate, how fast belts move, how fast processes go, in which this evolved over time to an expectation. Director Hursey added the hourly throughput is an engineering standard which varies based upon the configuration of the passengers and happenings. Director Hursey gave a summary of the national

standards for leisure travelers. Director Hursey stated the 5 flights that started in May are not a problem, but when you get them 15/20 minutes apart, then there are two 166 passenger aircraft that are trying to get through one lane and there is close to an hour wait time. Commissioner Nations stated you would double that because then you have inbound and outbound through the same portal. Director Hursey stated the one lane configuration, the outbound really does not affect that and it is a separate process. Director Hursey stated they can get 140 through the lane with or without the exit lane operating. Commissioner Nations stated when passengers are on the bridge, they consume the whole bridge. Director Hursey presented picture of current exit lane in which there is the minimum space between the 2 load bearing pillars and do have the space for this to work. Director Cantwell reviewed picture of exit lane and in-line system at the airport. Commissioner Nations inquired to location of outbound lane. Director Cantwell stated it is more than wheel-chair wide enough. Commissioner Nations inquired to being single file out. Director Cantwell added it is currently with maximization of space going in with reconfigurations, but a solution would be to have 2 lanes. Director Hursey stated second lane would be added with the approval of concept, but regardless of second lane MidAmerica is getting at the end of June, the Advanced Imaging Technology capability is a congressional mandate. Director Hursey gave a summary of the early years of the Imaging Technology and the improvements over the past 10 years. Director Hursey added as far as the imaging goes, the officers see a figure and the location of where the threat item is located, then there is a pat down process. Director Hursey gave an example of someone with a knee replacement and the advantage with the AIT technology over past Imaging Technology. Director Hursey added this is a more speedy process and there is a huge security plus from this technology in location of a threat. Director Hursey presented location of AIT on the green circular side. Director Hursey stated the AIT was supposed to be installed on June 26th, but now headquarters is agreeing to delay install of AIT and will do the

second lane at the same time. If the second lane does not get approved, then AIT will be installed in the middle of July. A general discussion was held of the increase of 140 to 300 passengers an hour going through. Commissioner Nations inquired if this was 2 planes an hour. Director Hursey stated this is a correct statement and the 300 passengers is a starting point. Director Hursey added the second thing being given besides AIT is with a second lane, pre-check can now be offered, which is a big marketing issue, great for security, and great for customer convenience. Director Hursey stated they know something about the pre-check population that allows the screening process to be expedited and spend more time on people that they don't know anything about. Director Hursey added the pre-check will probably be implemented during peak periods, but Allegiant is one of the more recent to start pre-check and involves their computer system and their ability to lock into TSA's security system. Director Hursey stated they are seeing pre-check passenger projections for Allegiant flights close to 50% of passenger load, which means he can give a 250 per hour rate in pre-check on the blue lane and then 140/150 on the other side. Director Hursey added with pre-check added to the mix, 350 increases to about 450, which gives good growth. Director Hursey stated future longer term plans are not offset by this. Director Hursey stated the Advanced Technology X-ray and Advanced Imaging Technology is the best known to the world with the best security technology and the potential for the best passenger experience that can be provided with this setup. Director Hursey stated the TSA's investment upstairs is about \$400,000.00 in equipment, logistics, installation, and maintenance, with the Public Building Commission's part to provide the space and the hook-ups, including data, electricity, and construction to get this area ready. Director Hursey stated TSA will complete the installation overnight. Director Hursey added a day will be picked where they can start as early as possible the day before where the Airport will close business one day with a single lane and open the next day with second lane and AIT fully operational. Director Cantwell

reviewed picture of location of the baggage outbound belt, the parking lot, and entrance foyer in relation to looking down on the passenger check-in counter with the current set up for the baggage inspection. Director Hursey stated the airport baggage screening method has been outgrown and bag numbers have been watched very closely for the last year and a half, and have just reached the threshold of baggage volume about the time they found out about the summary. Director Hursey stated it is a separate group of people that do the baggage screening information, but has been combined into a single operation in order to get the right people from headquarters and Director Cantwell's staff to be able to work all of the issues at once. Director Hursey stated MidAmerica will be able to go to a semi-automated bag screening process transitioning from a manual process currently in place. Director Hursey stated currently there is a trace detection machine that is very effective at detecting trace particles of just about any explosive. Director Hursey gave an outline of the manual trace inspection process. Director Hursey gave a summary of the process of the bag screening process. Director Hursey added 26 bags per hour per person per machine for baggage. Director Hursey added the baggage screening capability can be expanded much easier downstairs than upstairs. Director Hursey stated upstairs there are limitations on the infrastructure and the space is not there, but downstairs additional machines have been added. Commissioner Nations stated these are trace detection. Director Hursey agreed these are trace detection and the trace machines are not cheap with two people assigned to one trace machine, which is about 50 bags per hour. Director Hursey added the automated bag system will do 140 bags per hour. Fred Boch stated this means less staff. Director Hursey stated this is efficient for MidAmerica, along with safety from injury rate with back injuries from lifting bags despite training on how to lift and workman's compensation issues across the country. A general discussion was held in regards to a fully automated system, once it is in the footprint of the Airport, along with future expansion downstairs with bag screening and to work towards that

kind of a concept with the technology of a fully automated system and a second machine. Director Hursey added at that time MidAmerica would be able to handle the volume any other airport can handle with those machines. Director Hursey explained the design of the CT-80 and the way bags are handled with the minimization of touching bags. A general discussion was held regarding the flow of the baggage. Director Hursey added he is not thrilled with alarm bags because MidAmerica does not currently have space for the roller beds in which an alarm bag sits in a location and the officer drags it across roller beds onto an inspection table in back. Director Hursey does not believe they will get there with this version, but this will be achieved as there is expansion. Director Hursey added currently about 30% of the checked bags do alarm and will require some form of manual inspection depending on the alarm. Director Hursey stated the cost for that is \$750,000.00, but the price has come down with this being the state-of-the-art version, and current price is \$650,000.00. Director Hursey added that the investment in this would be much lower percentage-wise as what is upstairs. Director Cantwell confirmed this and it is in-house items they are working towards. Director Hursey stated they locked in the AT X-ray in which Director Cantwell has provided storage and is in MidAmerica's possession. Director Hursey added the CT-80 machine is not physically there yet, as it also has been earmarked to have the equipment there. Director Hursey stated this is significant with the equipment that they get for MidAmerica Airport, as it has to be justified and then approved, since there is not a warehouse full of this type of equipment. Commissioner Nations inquired as to the action required for approval for \$48,000.00 in expenditures and an amount in addition to that for the ATX machine. Director Cantwell added this is in the budget and he can do the downstairs himself without the authority of the Public Building Commission. Director Cantwell stated there were 2 important issues, one is expediency is required and this has been planned this for a long time, which now all of the forces have met together and are fortunate of the coordination with

Director Hursey and his leadership to be able to get both done at the same time. Director Cantwell added this is uncommon, especially since the same portal has to be used daily. Director Cantwell stated the need for approval for a specific contract with IMPACT Strategies to modify space in this area and the exit lane. Director Cantwell added all of the other planning areas are together and very critical with timing, which if the approval goes through today, IMPACT Strategies will start on Monday. Commissioner Nations added the payoff is going to show through in a dramatically improved customer experience with not having to deal with the passenger pool on the escalator, stairs, or on the bridge, and building a much quicker throughput into the waiting area for boarding. Director Cantwell stated they do not anticipate the backups anymore. Director Hursey added with this improvement there will be a 300 to 450 per hour capacity and can already see those 5 flight days is going to use much of that capacity. Commissioner Nations stated the experience they have been having is growth every time there has been an addition, the public is filling it, and now at a point the quicker things go, the more things get behind. Commissioner Nations added they are very pleased with TSA's response, as this is not only becoming a negative in the public mind, but also a negative in our ability to process and bring people through MidAmerica, not including the risk for that load on the bridge. Commissioner Nations stated fortunately this has been looked at and are comfortable that as long as there is a reasonably static load, things are in good shape, but fundamentally the focus on this is to make the passenger experience as good as we can possibly make it, and it is understood that we will be looking for TSA to come back and help again soon. Director Hursey stated they are already projecting those items at headquarters with this being an interim step. Director Hursey added that MidAmerica is competing with 450 other airports. Director Cantwell stated he does not have any contingency in this. Director Cantwell added this is not-to-exceed \$50,000.00 and he does have this in the budget and earmarked in Airport Budget Line, 91400-200, Building

Improvement. Director Cantwell stated this is for a contract with IMPACT Strategies and the Chairman will need to sign it. Commissioner Nations moved to authorize the TSA Screening Point Expansion with a contract for IMPACT Strategies not-to-exceed \$50,000.00 to complete the required work coming from a budgeted account, 91400-200. 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 stated the growth model is outgrowing the building in which months ago it was decided to move forward on a Master Plan to help figure out where to go, and every 10 years one is completed when a facility is morphing into another stage of economy. Dan Trapp stated the Request For Qualifications (RFQ) was sent to every single engineer in the State of Illinois that's prequalified to do this work and have to be prequalified with IDOT Division of Aeronautics and the Public Notice was published in the Belleville News Democrat, the Airport's website, and the County's website, along with the RFQ going out on April 27th. Dan Trapp added 6 consultants requested the RFQ, but only received one Statement of Qualifications (SOQ). Dan Trapp stated on May 23rd, the selection committee which is Debra Moore, Charles Lee, James Nations, Rich Burke, and Annie Markezich met to consider that Statement of Qualifications and if it met our requirements. Commissioner Nations stated Commissioner Lee, himself, and other members representing the county and staff made presentation regarding the people asked to make a proposal and received one response from Crawford, Murphy & Tilly (CMT). Commissioner Nations added the question is should this be rejected and then go out for another

RFP or RFQ and take another look. Commissioner Nations stated the other vendors in follow-up questioning back to them expressed that they are more than successful in the amount of work they have currently, especially with the time table that is given in trying to move this project through, which is going to be as quick as it can possibly be completed. Commissioner Nations added their evaluation was satisfaction with CMT has been that they are very competent in doing this work and it would be in the best interest to pursue it with them and get it underway. Chairman Sauget stated that the original planner was Ricondo, was too busy to do this and CMT has been on top of everything and has done over a decade of work. Chairman Sauget also added CMT is very competent. Commissioner Nations stated the committee totally agrees with both sides of the Chairman's comments. Commissioner Nations stated what has to happen at the next stage, assuming there is agreement at the Commission to selecting them, is to sit down at the committee level and evaluate in concert with them the scope of work to be accomplished and negotiate a proposed fee schedule to do the work. Commissioner Nations added this would then be brought back to the Commission and forwarded to the County Board for their review, evaluation, and approval. Commissioner Nations stated there is encouragement with Debra Moore's support to find a way to bring County Board involvement in this process either in an oversight or subcommittee rule evaluation so that they are aware of what is trying to be done in the meantime. Commissioner Nations added he is encouraging to have a generalized statement of what the goals and objectives are for the Airport. Commissioner Nations stated the purpose is to have this communicated in such a way that there is a basis of making direction in the scope of work so it is consistent with what they are trying to achieve right now knowing they have a very immediate need on the Passenger Service Side. Commissioner Nations stated there are true desires and commitments to enhance what they are doing on the cargo side and on the economic development side, which all of those pieces need to be considered in the overall Master Plan.

Commissioner Nations moved to accept CMT as the Master Plan Consult and as a component of the planning process the distributed goals and objectives, and there is a meeting with the selected consultant and do a definition of the scope of work and financial requirements, then report back to the Public Building Commission for consideration, and ultimately, with the County Board. Second by Commissioner Lee. Director Cantwell added this is an Airport Improvement Project, which is a federally funded project requiring elongated steps and this is a grant out of entitlement funds. 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.

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 10:59 a.m.

Respectfully submitted,

Kelly Chandler
Assistant Secretary

APPROVED:


CHAIRMAN