MINUTES OF THE MONTHLY MEETING OF THE PUBLIC BUILDING COMMISSION OF ST. CLAIR COUNTY, ILLINOIS, HELD ON THURSDAY FEBRUARY 26, 2018 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 Monday, February 26, 2018 at the St. Clair County Building, Belleville, Illinois.

The following Commissioners answered present to roll call: Richard Sauget, James Nations, Daniel Polites, Charles Lee, and Richard Effinger. 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; Dan Trapp, MidAmerica St. Louis Airport Engineering and Planning Director; Don Barrett, Republic Parking System; Fred Boch, County Board Member; Randy Pierce, Fairview Heights Tribune; Kelsey Landis, Belleville New Democrat; Sue Schmidt, Financial Analyst; Dan Meckes, CMT; Attorney Bernard Ysursa via telephone conference; James Brede, Director of Buildings; Vickie Boydte, Secretary; and Kelly Chandler.

Minutes of the January 18, 2018 Annual Meeting and Regular Monthly Meeting were reviewed. Commissioner Polites moved that the Annual Meeting Minutes and Regular Monthly Meeting Minutes, dated January 18, 2018 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, 2018, and moved to approve payment of bills. Second by Commissioner Lee. Roll call as follows:

Commissioner Nations : Aye

Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Absent
Commissioner Sauget	: Aye
AYES: 5 ABSENT: 1	NAYS: None

Motion carried.

Commissioner Polites reviewed the Airport Expense Claims Report, dated February 28, 2018 and moved to approve payment of bills. Second by Commissioner Lee. Roll call as follows:

Commissioner Nations	: Aye
Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Absent
Commissioner Sauget	: Aye
AYES: 5 ABSENT: 1	NAYS: None

Motion carried.

Commissioner Polites reviewed the **Monthly Budget Analysis Report for February 2018,** and asked that it be placed on file, stating that the 2018 Budget is in line with the projected percentage of 16.7% expenditures.

Commissioner Polites reviewed the **Trial Balance Report for January 2018,** 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 contract with EWR for $4,500.00 to draw up the specs for the replacement of the roof at Probation and the Change Order for the Master Agreement with EWR. Commissioner Polites moved to approve the Contract with EWR Associates for $4,500.00. Second by Commissioner Lee. Commissioner Nations inquired to any assessment as to what went wrong with the roof that is on Probation and replacing it with the same product, since it did not seem to have a long life. Director Brede stated the roof was replaced 20 years ago with a core sample done last year and it came back stating it was past its life. Director Brede added that it has a double layer roof on it, so that created a little more heat. Director Brede stated they are looking at thinning that, so there will be a longer life out of the roof this next time around. Roll call as follows:

Commissioner Nations	: Aye
Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Absent
Commissioner Sauget	: Aye
AYES: 5 ABSENT: 1	NAYS: None

Motion carried.

Director Brede presented for Approval for the purchase of Parking Garage Equipment for the Courthouse and Parking Garage. Director Brede added that an RFP went out and 2 companies were interviewed that responded to the bids. Director Brede stated the Committee came back with the recommendation to go with SKIDATA Parking System. Commissioner Polites inquired if this was the same equipment that is being used at the Airport. Director Brede stated this was a different system than Amano and a better fit for how this equipment will be managed here. Commissioner Lee stated the PBC Office with Jim, Vickie, Joe, and Zach, who was the system designer, did an excellent job on this, as they visited customers to see who was satisfied with the respective products. Commissioner Lee added the decision as to which company selected was determined by the quality of the equipment for handling the diverse operation by the PBC Office and also the satisfaction of the customers who had the respective types of equipment. Commissioner Lee stated he knows everyone will notice the price difference, but the best product is not always the lowest bidder. Commissioner Lee added there have been problems with some of the customers that had the lowest bidder company, which we do not need any problems, but want an efficient system that is going to last and can be serviced when we need it, and not whenever they decide to do it. Commissioner Lee stated that was the prime reason for the selection of the company that was chosen with Commissioner Lee and Dr. Moore on the Committee, and they did a very thorough evaluation to decide which was best for our future operation. Chairman Sauget thanked everyone for taking that much time. Commissioner Nations inquired as to which sites the equipment will be located with the acknowledgement it will be in the Courthouse Parking Garage and across the street. Director Brede stated the equipment will operate across the street, under the Courthouse, at the Annex Building, and the newly acquired parking lot across the street from the Annex Building, which is a 66 space parking lot that will be controlled from the PBC Office. Commissioner Nations stated there will be 4 sites and inquired as to if there is documentation of why the lowest bid is not being used. Commissioner Lee stated it was determined in the meeting that there is a difference in quality of service, time limits of repairs, and quality of equipment. Director Brede stated according to their response to the requests, consumables such as tickets, were extremely higher priced, so that was looked at over a long-term period. Commissioner Nations added he is not quibbling with it, but trying to make certain everything is validated in writing, so a year from now, if something does come up, the right information is on hand. Commissioner Polites moved to approve SKIDATA as the recommended vendor for the Parking Equipment at a price not-to-exceed $587,000.00. Second by Commissioner Effinger. Director Brede stated there is a 10% contingency added to that, as there are some designs and other things that need to be done and unsure what that is going to be. Commissioner Nations inquired if the price quoted included the 10% or is it plus. Director Brede added it is plus 10%. Roll call as follows:

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

Commissioner Sauget	: Aye
AYES: 5 ABSENT: 1	NAYS: None

Motion carried.

Director Brede introduced as a For Your Information on Animal Control Sewer Repair and stated while Chairman Sauget was gone that he talked to Commissioner Nations and received bids. Director Brede stated they are dealing with a company that can handle it under emergency status with the question of day work versus night work, which was a little more expensive, but they will be able to accommodate to work at night, and none of the animals will have to be moved out to repair the sewers. Director Brede added since this was already approved as an emergency, there will be movement forward with scheduling them to get in and repair the sewer lines at Animal Control. Director Brede stated it is estimated at $23,670.00. Director Brede stated we cannot remove the animals out of Animal Control under State Law, so it would be waiting for the animals to be totally gone and then to close the building down. Commissioner Nations added this is not a realistic option. Director Brede confirmed this statement. Roll call as follows:

Commissioner Nations	: Aye
Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Absent
Commissioner Sauget	: Aye
AYES: 5 ABSENT: 1	NAYS: None

Motion carried.

Chairman Sauget presented the Committee Assignment Discussion and Action and inquired if anyone wanted to volunteer for the Personnel Committee. Chairman Sauget stated Commissioner Effinger volunteered for the Personnel Committee.

Tim Cantwell, MidAmerica St. Louis Airport Director, presented the handout for the activity log, which is the forecast for the end of February. Director Cantwell reviewed the passenger count from February 2016 to 2017 and 2018 with the forecast of 10,714 passengers, so 100% over last year. Director Cantwell added the parking lot is almost full with it being only February, and haven't hit the high season yet of June and July. Director Cantwell stated the 5,000 gallon fuel truck just came in. Commissioner Nations inquired if this was the first 2 months that 10,000 passengers have been hit. Director Cantwell stated there were 17,000 passengers in August of last year. Director Cantwell added that December usually hits 10,000 as of 2015. Commissioner Nations inquired if the month-over-month right now is about a 20% increase. Director Cantwell stated it is 106%. Commissioner Nations added this is over 2017. Director Cantwell confirmed this statement and added this is 100% with a doubling of the boarding and will continue throughout on the analysis with future schedules. Director Cantwell presented the Master Plan handout. Commissioner Polites inquired as to 2017 is 106% over 2016. Director Cantwell stated 2018 is 106% over 2017 and 2018 is 156% over 2016. Director Cantwell stated the Master Plan update is looking at the peak time as June and July with every day to Destin starting in June and the sales are going pretty well right now. Director Cantwell added he met with Allegiant last week and their system group is very happy with MidAmerica. Director Cantwell stated Allegiant did a massive expansion in 2017 that MidAmerica was fortunate to be a part of and Allegiant is just letting that settle. Director Cantwell stated that Destin's Commission Visitor Bureau Group gave them $3 million for advertising this year. Commissioner Polites inquired to the hottest destination in Florida right now. Director Cantwell stated it is Destin or Orlando and then St. Pete with a lot of people going to Destin. Chairman Sauget stated many people drive down and then commute back and forth for business reasons. Director Cantwell added when Destin was introduced, it was a 3-year effort between Cincinnati, MidAmerica, and the people at Destin working through with Allegiant. Director Cantwell stated the flights out to Phoenix are going well. A general discussion was held regarding the location of Destin and Fort Walton Beach. Director Cantwell added the fuel truck is in and going into service on Wednesday. Director Cantwell stated the flow had to be checked, along with the gallons. Director Cantwell added there is a real confidence that there will be at least 2 trucks on the line and these are pretty finicky with being 20 years old. Director Cantwell stated they have a totally refurbished 5,000 fuel truck. A general discussion was held regarding the normal gallon demand when you top off.

Director Cantwell stated as a Customs Port of Entry, MidAmerica is required to have the capability to host their services. Director Cantwell added this is a 7-year refresh on their IT that does not meet their current, as everybody has more security requirements, more technology requirements for passport ID and such. Director Cantwell stated this is a big ticket item that happens once every 5 to 7 years. Director Cantwell stated he is asking for approval to sign their order sheet, they put it in and then they get it, as there is no invoice yet. Director Cantwell added when they get all of their parts and pieces together it will probably be November, December, or January, and this is in the budget. Director Cantwell stated this is just the beginning process and they need to know there will be payment of the upgrades. Director Cantwell added it was in the packet as Refresh with the total of Estimated Initial Equipment and Service Deposit of $81,732.00 and then there are recurring costs. Director Cantwell is asking to sign off on the document to let them source this to refresh the IT inside the FIS (Federal Inspection System). Commissioner Nations moved to approve the utilization of already budgeted funds at the amount not-to-exceed $82,000.00 for the US Customs and Border Patrol Technology Refresh with an expected life of 5 to 7 years. Second by Commissioner Polites. Roll call as follows:

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

Commissioner Sauget : Aye
AYES: 5 ABSENT: 1 NAYS: None

Motion carried.

Director Cantwell introduced Don Barrett from Republic Parking Systems and the contract with the budget on the back of it with the first year projection as $198,167.00. Director Cantwell added that in the budget and in discussions for this budget, there are rates suggested for parking and would like to start those rates with the approval on April 2nd. Director Cantwell presented what the parking lot looks like right now. Director Cantwell added for the first hour there is no charge, for each additional hour it is $1.00, and the maximum daily charge is $5.00. Director Cantwell stated this seems reasonable for MidAmerica to start off with and will be adjusted some time in December with the approval of budgets and Republic may come back with suggestions. Director Cantwell added that as of right now, they will institute these rates. Director Cantwell stated there will be a nominal charge for the concession for the hosted businesses, but this has not been closed out yet and are still in talks with the hosted businesses. Director Cantwell added County employees will not pay; the Airport employees will have a separate area with it being a security interest. Director Cantwell stated this is because they know who they are, so they will be allowed to park in certain areas, but general public will not be allowed to park in those areas. Commissioner Polites inquired if there are enough spots for the staff. Director Cantwell stated they will repaint some things on there. Commissioner Polites moved to approve the Republic Service's Parking Lot Rates at 0 - 1 hour at no charge, $1.00 for each additional hour up to a maximum of $5.00 per day starting on April 2, 2018. Commissioner Polites added for the first year, the budget cost is $198,167.00. Commissioner Polites approved the agreement. Randy Pierce, Fairview Heights Tribune, inquired as to how this compares to Lambert. Director Cantwell stated this is apples and oranges right now, but monetarily the closed-in parking is $24.00 a day, far-away parking is $7.00, and $5.00 for the first hour.

Commissioner Nations inquired for clarification on the budget in the packet that is fundamentally from April through the end of the year. Don Barrett stated it can be adjusted to the County calendar year and the budget can be redone in October or November. Director Cantwell stated they host this business now, and Republic will operate it 24/7 with a call center and there will be pay on foot inside the terminal with the equipment, which will start to be installed after it is tested next week. Director Cantwell added the lot is done and there is an office for Republic behind the passenger counter and they are going to be responsible for the interface. Director Cantwell stated April 2nd is the Monday after Easter and will start off on a business week. Director Cantwell added there is the technology to know who is in and who is out and Republic will manage the transition. Commissioner Polites inquired if Director Cantwell is happy with the progress of it. Director Cantwell confirmed that he is absolutely happy with the progress. Director Cantwell added there was some sentiment back in October/November when the green light was given that it could not be done by April, but it is done. Commissioner Polites stated that the first week or two is a transition period of cars that are parked there. Commissioner Nations inquired as to how this will be handled. Don Barrett stated they will be grandfathered in and not charged for parking, so no one who enters before April 2nd will be charged, and an inventory will be done of all the vehicles that are there. Don Barrett added if there is an emergency and no one is on site at that time, it will be handled through the Call Center in which they will have the ability to help the customer, or if there is a lost ticket and they cannot process it out, they will be able to open the gate and let them go. Commissioner Polites stated that up until this point, a distressed vehicle has never been serviced, but with Republic, if there is a flat tire, a car jump, or any type of windshield cleaning, they can help with this. Don Barrett added they have those services and will have a vehicle on the property, so that if someone needs assistance, someone who is not as mobile as they once were several years ago, Republic will be able to provide support. Commissioner Nations stated the whole design of the Airport is to try to be focused on the comfort of the customer, which happened at the beginning of it, but the world changed a bit with the security issues, but the program that is in place, Republic seems to be very, very supportive of the mindset of service to the Community we serve. Commissioner Polites stated the equipment is very user-friendly. Chairman Sauget thanked everyone on the Committee for the work that has been done. Second by Commissioner Effinger. Roll call as follows:

Commissioner Nations	: Aye
Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Absent
Commissioner Sauget	: Aye
AYES: 5 ABSENT: 1	NAYS: None

Motion carried.

Director Cantwell introduced the last item for Approval for the Engineering and Planning Consultant for Airport Engineering Services, which is a process that is allowed by FAA for their Airport Improvement Program funding. Director Cantwell added that MidAmerica gets at least $1 million a year from the FAA for entitlement funding for approved items on the Airport Improvement Program. Director Cantwell stated recently they had a big security upgrade, along with an interior road, so the fuel trucks are off of the taxiway now. Director Cantwell added they are currently going through an update to the passenger terminal to get rid of some bad connections for electricity, along with a PA system that does not work well now and will be upgraded, and the sliding glass doors that are always falling off are also getting fixed. Director Cantwell stated there are a number of different ones like that to upgrade after 20 years. Director Cantwell introduced Dan Meckes, President from CMT, and stated the Selection Committee included County Engineer, Norm Etling, Commissioner Lee, and Dan Trapp. Commissioner Lee stated there was a very thorough review and there were 2 responses to the Request For Qualifications in which either one of them probably could have done the job, but the committee looked at the quality that the respective agencies have, the experience, their level of experience, and the size of the installation that they have been able to work with. Commissioner Lee added CMT has been the consultant for the past 10 years, they know what is going on out there, and the Committee felt they were the most qualified agency to continue to do the work. Commissioner Lee stated CMT has exhibited this and that is how the Committee came to their decision. Director Cantwell added two additional points; one is that they revamped their organizational management to be adaptive to the Airport's increase in passenger activity, so it will be a different format through application. Director Cantwell stated they have some designated folks on the team, with Terry Schaddel, previously from Illinois Department of Aviation, and has been with the Airport's project in Springfield since the mid-90s. Director Cantwell added Mr. Schaddel knows the Airport inside and out and is a clear benefit for the organization. Director Cantwell stated there will be a new engineer, Ty Sander, overlooking a team at CMT. Commissioner Nations added it is fair to state that the demand for services of this type is going to ramp up fairly significantly over the next few years and it sounds like the staffing adjustments make a great deal of sense, but will have to do everything in their grasp to ensure there is growth with the needs. Director Cantwell added a reminder that this is assistance funded by the Airport Improvement Program. Director Cantwell stated there are 13 employees, along with a 2-person planning and engineering shop, and will not be slowing down. Director Cantwell added the St. Clair County Sheriff's Department is law enforcement and are spending a lot of time at the Airport. Dan Meckes stated he appreciates the opportunity and CMT is excited to be part of the growth of one of the fastest growing Airports in the country. Mr. Meckes added he looks forward to working with the Airport, the professional staff, and Director Cantwell. A general discussion was held regarding MidAmerica being one of the fastest growing airports in the country. Chairman Sauget stated they are very familiar with the work of CMT and they have done a very good job. Chairman Sauget added Dan's reputation of being a leader of CMT and he will make sure they get the needed services. Commissioner Lee made a motion to approve. Second by Commissioner Nations. Roll call as follows:

Commissioner Nations	: Aye
Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Absent
Commissioner Sauget	: Aye
AYES: 5 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 Effinger and carried.

Meeting adjourned at 10:40 a.m.

Respectfully submitted,

Vickie Boydte

Vickie Boydte
Secretary

APPROVED:

CHAIRMAN