

**MINUTES OF THE MONTHLY MEETING OF THE
PUBLIC BUILDING COMMISSION OF ST. CLAIR
COUNTY, ILLINOIS, HELD ON THURSDAY
JANUARY 18, 2018 AT 10:10 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 10:10 a.m., on Thursday, January 18, 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 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; 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; Joseph Bustos, Belleville New Democrat; James Brede, Director of Buildings; Attorney Bernard Ysursa; Sue Schmidt, Financial Analyst; Vickie Boydte, Secretary; and Dorothy Meyer, Assistant Comptroller.

Minutes of the December 21, 2017 Regular Monthly Meeting were reviewed. Commissioner Polites moved that the Regular Monthly Meeting Minutes, dated December 21, 2017 be approved as provided. Second by Commissioner Lee. Roll call as follows:

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

Motion carried.

Under Treasurer and Finance, Commissioner Polites, Treasurer, reviewed the Regular Expense Claims Report for End of Year 2017, 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	: Absent
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
AYES: 5 ABSENT: 1 NAYS: None	

Motion carried.

Under Treasurer and Finance, Commissioner Polites, Treasurer, reviewed the Regular Expense Claims Report with Payroll Ledger Report for January 30, 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	: Absent
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
AYES: 5 ABSENT: 1 NAYS: None	

Motion carried.

Commissioner Polites reviewed the Airport Expense Claims Report, dated January 30, 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	: Absent
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
AYES: 5 ABSENT: 1 NAYS: None	

Motion carried.

Commissioner Polites reviewed the Monthly Budget Analysis Report for January

2018, and asked that it be placed on file, stating that the 2018 Budget is in line with the projected percentage of 8.3% expenditures.

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

Under New Business, Commissioner Polites presented the Airport Director Performance Award and stated this is the meeting to review the Airport Director's Compensation Bonus Package with Colonel Cantwell's performance based on 3 criteria: Passenger Performance Award, Cargo Performance Award, and Service Provider Award with New Airport Tenant/Business. Commissioner Polites stated Performance is awarded at \$10,000.00 for the first 10,000 originating passengers, \$0.10 for the next 40,000 passengers, \$0.05 for every passenger thereafter, with 10,000 passengers qualifying the Airport for a \$1,000,000.00 Federal Entitlement Grant the following year. Commissioner Polites added from January 1 through the end of last year, there were 122,158 originating passenger enplanements. Commissioner Polites stated this awards the Airport Director a Performance Award of \$17,607.90. Commissioner Polites added the Cargo Performance Award is at \$2.00 a ton over 1,000 tons with last year's Cargo Performance Award of 56 tons. Commissioner Polites stated Cargo Operations are anticipated to increase this year, as North Bay Produce interest for services from South America during the Fall have increased. Commissioner Polites added the Service Provider Award for New Airport Tenant/Business is awarded at \$3,000.00 each tenant operation. Commissioner Polites stated Mid-America Outdoor Sign Company entered into a lease for a billboard on IL-158, just North of the Scott Air Force Base entrance street. Commissioner Polites added On Line Maintenance, an aircraft maintenance company, entered into a lease for space in the passenger terminal. Commissioner Polites stated they are a third-party provider for Allegiant Airlines and

any other narrow body commercial aircraft company using MidAmerica. Commissioner Polites added the New Airport Tenant/Business is awarded at \$6,000.00. Commissioner Polites recommended giving Colonel Cantwell the Total Performance Award for 2017 of \$23,607.90 to be distributed during the first pay period after this meeting today. Second by Commissioner Nations. Commissioner Polites stated he was able to work with him on the Parking Operation in which he has an attitude second to none and the Colonel's staff is as good as they get. Commissioner Polites thanked the Airport Director for all of his work and his staff as being in the best hands possible. Chairman Sauget added a job well done to Mr. Cantwell. Roll call as follows:

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

Motion carried.

Under Operations, James Brede, Director of Buildings, stated he had called the Chairman 2 weeks ago regarding the sewer collapsing under the floor at Animal Control. Director Brede added they were looking at possibly having to empty out the building and tear out part of the back wall to bring an excavator in, but he found a company that can probably put a liner in, so looking at going in that direction. Director Brede stated it needs to be soon because the sewer line is in bad shape. Director Brede added the company is coming to camera today and will find out what that will entail probably next week. Director Brede stated he would like to be able to work with the Chairman as this unfolds and bypass the bidding process. Commissioner Polites moved to authorize the Chairman to expedite the process to the fix problem and go directly to the Director of Buildings. Second by Commissioner Dinges. Director Brede stated the name of the

company is Nu Flow and they are out of St. Louis. Director Brede added he received their name through BRiC Engineering and Nu Flow won the bid at SIU Campus in which they did a superb job. Director Brede stated they are one of the few that can actually go down to a 4-inch line and not many companies will usually go that small. Commissioner Nations stated this should be designated as an emergency repair with permission of the maker and the second. Chairman Sauget agreed. Roll call as follows:

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

Motion carried.

Director Brede stated number 2 on the list is the same thing with the Detention Center and a sewer line collapsed coming off of the kitchen. Director Brede added a company came in to clean the line and the line collapsed on their power washer, so they had to tear the floor up to get it out and repair the collapse. Director Brede stated the work is done, but believed the cost will probably be over \$10,000.00 limit. Director Brede added when they started out, they did not expect it to go as far. Commissioner Nations moved to designate the repair for the sewer line at the Detention Center as emergency and authorize payment of the appropriate bills. Second by Commissioner Dinges. Roll call as follows:

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

Motion carried.

Chairman Sauget presented Resolution Authorizing Comptroller to Transfer Funds and Make Payments via Electronic Means. Commissioner Nations moved to approve. Second by Commissioner Polites. Roll call as follows:

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

Motion carried.

Attorney Ysursa stated that David Weiss has changed law firms and would like to keep him, but need to have Chairman Sauget sign off that Mr. Weiss can bill from his new name, Sandberg Phoenix & von Gontard, P.C., as opposed to the old name. Commissioner Nations moved to approve Mr. Weiss' change of company and authorized the Chairman to sign the continuing agreement in place with David Weiss. Second by Commissioner Lee. Roll call as follows:

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

Motion carried.

Tim Cantwell, MidAmerica St. Louis Airport Director, stated the FAA re-certified again, which has been continuous since the beginning of the Airport. Director Cantwell also added they are doing an acquisition of a new fire truck, as the existing trucks are 17 years old right now and there is a review of their care. Director Cantwell stated passenger door and rehab projects are continuing, but it is not easy to plan some upgrades. Director Cantwell added the doors are being enhanced with air curtains and this cannot be done with passengers in the area, so there is a

very small timeframe to do the work. Director Cantwell stated the electricity is 20 years old and the boards are 200% heavier than they should be, and upgrades will give clean electricity instead of the bouncing up and down with some of the equipment. Director Cantwell stated there is upcoming architectural, engineering, and planning selection committee meeting with County Engineer, Norm Etling; Commissioner Lee, and Dan Trapp. Director Cantwell stated they have received 2 replies for Statement of Qualification, Hutchison Engineering, and the current engineers, Crawford, Murphy & Tilly. Director Cantwell added they will come back next meeting to have a selection as the authorized architecture, engineer, and planning company to help decrease the timeframe from planning to project award. Director Cantwell stated he is glad to have Don Bartlett from Republic Parking at the meeting. Director Cantwell added that Commissioner Polites was on the Selection Committee for the parking lot operator in which there were 3 different operators putting together the Parking and Revenue System on the parking lot. Director Cantwell stated civil work is being done right now and have equipment providers for the revenue intake and ticket disbursement, along with an operator to put both of those together and operate the Airport. Commissioner Polites brought in the Selection Committee and 2 of the finalists for operating, Republic and SP+, gave presentations. Director Cantwell added Don can be asked any questions of the committee. Director Cantwell stated he has a consultant's review of the committee activity. Commissioner Polites thanked Don for coming and stated Republic oversees 72 airports around the country, including Impark, the 5th largest, and they work very well with Allegiant. Commissioner Polites added they have very good references and have 2 pillars to their company, customer service and revenue generation control. Commissioner Polites stated Republic oversees 38 airports in 4 regions, in which Don Bartlett agreed that 4 regional managers report to him on the airports. Commissioner Polites thanked Walker Consultants for highly recommending Republic, along with Dan Trapp and the Selection

Committee for the nice process and stated he feels very comfortable with Republic. Director Cantwell stated everything is coming together and Republic is providing guidance on how to step forward with public engagement with marrying up accounting systems on pay-on-foot machines and exit machines with direct EFT. Director Cantwell added they will figure out the IT interface with Amano providing the hardware, and believes Amano is already working with Civil and Republic with the anticipation of the approval process. Director Cantwell added the Committee and Walker Consultants suggested and put forward the nomination for Republic Parking Systems to be the parking lot operator, needing approval today, and to move forward to a completion on that project this Spring. Commissioner Polites moved for the approval of MidAmerica/St. Louis Airport to engage Walker Consultants to assist in the implementation of Paid Parking in 1281 spaces servicing the Airport terminal. Commissioner Polites added the application of paid parking is best managed by a professional parking operator, Walker developed and managed the operator request for proposal in which they invited 15 professional parking management firms to participate, and as a result, the Airport Selection Committee identified the firm with the most relevant experience, proposed project approach and financially competitive proposal, with the recommendation of selection firm of Republic Parking, and give the Chairman authorization to work out the dollar amount of the contract. Second by Commissioner Nations. Don Bartlett stated the most recent airport is the Phoenix/Mesa. Mr. Bartlett added they bring to the table that they are a partner with airports that are going through the transition that MidAmerica is going through. Mr. Bartlett stated they have done 7 free to pay parking situations before and understand community outreach is very important to MidAmerica and want to do everything they can to make it a smooth transition. Commissioner Polites stated they will be a very important source to buffer this transition from free to pay. Roll call as follows:

Commissioner Nations : Aye

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

Motion carried.

Randy Pierce inquired that target date for implementation is April 1. Director Cantwell agreed to this statement. Director Cantwell presented Master Plan schedule with milestones on it.

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

Meeting adjourned at 10:30 a.m.

Respectfully submitted,



Vickie Boydte
Secretary

APPROVED:


CHAIRMAN