

**MINUTES OF THE MONTHLY MEETING OF THE  
PUBLIC BUILDING COMMISSION OF ST. CLAIR  
COUNTY, ILLINOIS, HELD ON THURSDAY,  
APRIL 18, 2019 AT 10:02 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 10:02 a.m., on Thursday, April 18, 2019 at the St. Clair County Building, Belleville, Illinois.

The following Commissioners answered present to roll call: Richard Sauget, James Nations, Daniel Polites, Charles Lee, Richard Effinger, and Thomas Dinges.

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; Sue Schmidt, St. Clair County Financial Analyst; Monica Taylor, St. Clair County Financial Analyst; James Brede, Director of Buildings; Attorney Bernard Ysursa; Traci Firestone, Secretary; and Kelly Dudley, Assistant Secretary.

Minutes of the March 25, 2019 Regular Monthly Meeting and Executive Meeting, along with the April 1, 2019 Special Meeting and Executive Meeting Minutes were reviewed. Commissioner Polites moved that the Regular Monthly Meeting and Executive Meeting Minutes, dated March 25, 2019, along with the Special Meeting and Executive Meeting Minutes from April 1, 2019, be approved as provided. Second by Commissioner Effinger and carried. Roll call as follows:

|                       |            |
|-----------------------|------------|
| Commissioner Nations  | : Aye      |
| Commissioner Lee      | : Aye      |
| Commissioner Polites  | : Aye      |
| Commissioner Effinger | : Aye      |
| Commissioner Dinges   | : Aye      |
| Commissioner Sauget   | : Aye      |
| AYES: 6   ABSENT: 0   | NAYS: None |

Motion carried.

Under Treasurer and Finance, Commissioner Polites, Treasurer, reviewed the Regular Expense Claims Report with Payroll Ledger Report for April 30, 2019, 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   | :         | Aye        |
| Commissioner Sauget   | :         | Aye        |
| AYES: 6               | ABSENT: 0 | NAYS: None |

Motion carried.

Commissioner Polites reviewed the Airport Expense Claims Report, dated April 30, 2019, 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   | :         | Aye        |
| Commissioner Sauget   | :         | Aye        |
| AYES: 6               | ABSENT: 0 | NAYS: None |

Motion carried.

Commissioner Polites reviewed the **Monthly Budget Analysis Report for April 2019** and asked that it be placed on file, stating that the 2019 Budget is in line with the projected percentage of 33.3% expenditures, except for Economic Development, which is at 47% due to major capital improvements.

Commissioner Polites reviewed the **Trial Balance Report for March 2019** 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 a Commissioner

Nations moved for approval. Second by Commissioner Dinges. Roll call as follows:

|                       |           |            |
|-----------------------|-----------|------------|
| Commissioner Nations  | :         | Aye        |
| Commissioner Lee      | :         | Aye        |
| Commissioner Polites  | :         | Aye        |
| Commissioner Effinger | :         | Aye        |
| Commissioner Dinges   | :         | Aye        |
| Commissioner Sauget   | :         | Aye        |
| AYES: 6               | ABSENT: 0 | NAYS: None |

Motion carried.

Sue Schmidt, St. Clair County Financial Analyst; introduced Monica Taylor, St. Clair County Financial Analyst; and stated she will be working with her on PBC, Airport, and County items.

Under Operations, James Brede, Director of Buildings, presented for approval a change to the Master Agreement with IMPACT for Preconstruction Services in which the fee is not-to-exceed 1.5% of estimated costs for the projects that are currently being worked on. Director Brede added it is an hourly rate to be charged for preconstruction services. Commissioner Nations moved for approval. Second by Commissioner Polites. Roll call as follows:

|                       |           |            |
|-----------------------|-----------|------------|
| Commissioner Nations  | :         | Aye        |
| Commissioner Lee      | :         | Aye        |
| Commissioner Polites  | :         | Aye        |
| Commissioner Effinger | :         | Aye        |
| Commissioner Dinges   | :         | Aye        |
| Commissioner Sauget   | :         | Aye        |
| AYES: 6               | ABSENT: 0 | NAYS: None |

Motion carried.

Tim Cantwell, MidAmerica St. Louis Airport Director, stated the daily tally shows almost the same number of flights as we had last year, but there will be 10% to 15% more people because the flights are bigger in capacity. A general discussion was held regarding the bigger planes using a bit more gas, along with how price affects things more, but it usually balances out with buying and selling on a weekly price. Commissioner Polites inquired as to how often there is delivery. Director Cantwell stated it is every day, since you do not want to buy too much if

you do not know what the next week's price will be and to try to keep it at demand with just a little bit more in there. Commissioner Nations inquired to the April ending totals. Director Cantwell stated it would be similar to last year. Director Cantwell added it will expand towards the end of the month and then will expand again in May, along with June and July having 20,000 enplanements a month, but this is not counting the 50,000 there every day with ATS, online maintenance, MidAmerica people, Roy-el, and TSA. Commissioner Polites inquired if Roy-el is doing well with the new agreement. Director Cantwell stated they are and MidAmerica is doing better too, because it went from 5% to 8%. Director Cantwell added that Enterprise is there daily, because they consolidated their Northeast area and the County.

Director Cantwell presented for approval a request of an office lease. Director Cantwell stated M1 Support Services runs a contract at Scott Air Force Base, but they do their management on the MidAmerica side. Director Cantwell added they lost their lease to another company this past month and asked if MidAmerica has room. Director Cantwell reviewed the picture of the area behind the passenger counter and location of the different offices. Director Cantwell also reviewed 2 offices that were built out and another area that was built out with a grant. Commissioner Nations moved for approval of the 1-year lease agreement with a 1-year renewal rate of \$2843.40 and paid in equal monthly installments. Second by Commissioner Lee. Chairman Sauget inquired if it is a 4-year agreement. Director Cantwell stated it is a 2-year agreement. Commissioner Effinger inquired if the price is correct, since the handout states \$2438.43. Commissioner Nations stated he is showing \$2843.40. Director Cantwell stated it should be \$2438.43. Chairman Sauget stated approval is for a 2-year agreement at \$2438.43. Commissioner Nations made a motion for those corrections. Attorney Ysursa stated before the lease is passed, the correct amount should be squared away. A review of the lease was held to locate correct price. Director Cantwell stated it is \$2,438.43 a year. Commissioner Nations

stated with permission of the second he amended his motion to equal \$2438.43. Second by Commissioner Effinger. Roll call as follows:

|                       |           |
|-----------------------|-----------|
| Commissioner Nations  | : Aye     |
| Commissioner Lee      | : Aye     |
| Commissioner Polites  | : Aye     |
| Commissioner Effinger | : Aye     |
| Commissioner Dinges   | : Aye     |
| Commissioner Sauget   | : Aye     |
| AYES: 6               | ABSENT: 0 |
| NAYS: None            |           |

Motion carried.

Director Cantwell presented for Approval for Construction Manage at Risk Fee for Predesign. Director Cantwell added the process they are looking at is having the Construction Manager to be at Risk for a gross number, but they pull their services into the architectural review before you reach 100% design. Director Cantwell stated these services are inside of the series that is going to close out design, so you will get some value engineering right away before you go out to go figure out what cost is, and you get the architect and the CM together to go eye-to-eye instead of being in one corner and fighting over drawings. Director Cantwell added the fee is \$70,000.00 and well inside of the engineer's estimate and is under the original design grant from the FAA. Director Cantwell stated this is entitlement money, which is matched at 20% or 10%, so in order to be compensated for the time; the \$70,000.00 needs to be approved. Director Cantwell added they are in meetings every other week, and after May, hopefully, they will get traction on the grant process. Director Cantwell stated there are 2 grant opportunities in which one is the regular Airport improvement program that there is not enough money in, so they have to get discretionary funds. Director Cantwell added the other process is a real time-constraint and is to be ready to prepare for a contract in September to qualify for a billion dollars of offset money for non-HUB, which they are, primary airports for improvement. Director Cantwell stated it has not been adjudicated yet on who wins it, but the local regional airport division

offices and there are 6 regions, with the regional body being the one who will designate who is awarded. Director Cantwell added that is another reason they have Patty Daley on to help educate Washington D.C., FAA, and Chicago, and then there are other people helping through Springfield. Commissioner Polites moved to approve the Preconstruction Services Final Fee Proposal for Holland Construction with the construction service fee being \$70,000.00. Second by Commissioner Nations. Roll call as follows:

|                       |           |
|-----------------------|-----------|
| Commissioner Nations  | : Aye     |
| Commissioner Lee      | : Aye     |
| Commissioner Polites  | : Aye     |
| Commissioner Effinger | : Aye     |
| Commissioner Dinges   | : Aye     |
| Commissioner Sauget   | : Aye     |
| AYES: 6               | ABSENT: 0 |
| NAYS:                 | None      |

Motion carried. Chairman Sauget thanked Commissioner Polites for taking the time to work on it.

Director Cantwell requested to enter Executive Session for Real Estate. Commissioner Effinger moved to enter into Executive Session for the purpose of Real Estate. Second by Commissioner Polites. Motion carried.

The Doors closed 10:20 a.m.

The Regular Meeting reconvened at 10:45 a.m.

Commissioner Nations moved for approval of the Ground Access License to the Boeing Company. Second by Commissioner Effinger. Roll call as follows:

|                       |           |
|-----------------------|-----------|
| Commissioner Nations  | : Aye     |
| Commissioner Lee      | : Aye     |
| Commissioner Polites  | : Aye     |
| Commissioner Effinger | : Aye     |
| Commissioner Dinges   | : Aye     |
| Commissioner Sauget   | : Aye     |
| AYES: 6               | ABSENT: 0 |
| NAYS:                 | None      |

Motion carried.

Attorney Ysursa stated in the past, they have retained a firm who specializes in trademark matters, but that firm is no longer in existence. Attorney Ysursa added David Weiss, who is one of the attorneys, went to a new firm last year. Attorney Ysursa stated the new firm provides that same service, so they are asking to use Sandberg Phoenix & Von Gontard to handle the trademark. Commissioner Nations moved for approval. Second by Commissioner Polites. Roll call as follows:

|                       |           |            |
|-----------------------|-----------|------------|
| Commissioner Nations  | :         | Aye        |
| Commissioner Lee      | :         | Aye        |
| Commissioner Polites  | :         | Aye        |
| Commissioner Effinger | :         | Aye        |
| Commissioner Dinges   | :         | Aye        |
| Commissioner Sauget   | :         | Aye        |
| AYES: 6               | ABSENT: 0 | NAYS: None |

Motion carried.

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

Meeting adjourned at 10:46 a.m.

Respectfully submitted,

  
Kelly Dudley  
Assistant Secretary

APPROVED:

  
✓ CHAIRMAN