

**MINUTES OF THE MONTHLY MEETING OF THE
PUBLIC BUILDING COMMISSION OF ST. CLAIR
COUNTY, ILLINOIS, HELD ON THURSDAY
DECEMBER 19, 2019 AT 10:01 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 10:01 a.m., on Thursday, December 19, 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; Dan Trapp, MidAmerica St. Louis Airport Engineering and Planning Director; Ed Cockrell, County Board Member; Randy Pierce, Fairview Heights Tribune; James Brede, Director of Buildings; Attorney Bernard Ysursa; Sue Schmidt, St. Clair County Financial Analyst; Bill Reichert, Architectural & Planning Advisor of the Public Building Commission; and Kelly Dudley, Assistant Secretary.

Minutes of the November 21, 2019 Regular Monthly Meeting and Executive Meeting were reviewed. Commissioner Effinger moved that the Regular Monthly Meeting Minutes and Executive Meeting Minutes, dated November 21, 2019 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 December 30, 2019, and moved to approve payment of bills. 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.

Commissioner Polites reviewed the Airport Expense Claims Report, dated December 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 December 2019**, and asked that it be placed on file, stating that the 2019 Budget is in line with the projected percentage of 100.0% expenditures.

Commissioner Polites reviewed the **Trial Balance Report for November 2019** and available, when requested, in the Public Building Commission Office.

Under Operations, James Brede, Director of Buildings, presented for approval the Cooling Tower Repair. Director Brede stated every 10 years you are supposed to replace the media fill on the cooling tower and the unit is 15 years old. Director Brede added the company is a sole source. Director Brede stated the price to replace is \$51,182.50 and needs approval for replacement. Commissioner Effinger moved to approve. 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.

Director Brede presented for approval the Farnsworth contract for repair and going out for bids for Parking Garage A, the multi-level garage across the street. Director Brede added the contract is for \$100,000.00, but they do have stipulated in the contract that if more repairs are found, that it could raise the number up a little bit, so they would ask for a 7% fee on anything 5% more over their estimated cost. Director Brede stated \$100,000.00 would be a base. Commissioner Nations stated to verify that if the actual expenses are more than 5% over the budgeted item, then anything past that 5% would be subject to a 7% increase. Bill Reichert, Architectural & Planning Advisor for the Public Building Commission, stated the 5% over the current budget estimate, and thinks it will come in a little less. Commissioner Nations moved to approve. 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 Brede presented for approval an addendum to IMPACT's contract for Design-Build and it is for over at the Annex building for CareHere, as the County wants to open up a care facility for employees and will hopefully be done by April 1 of next year. Commissioner Effinger inquired if this is on the first floor. Director Brede stated this to be true and is between the new conference centers and the States Attorney. Commissioner Nations moved to approve the control budget at an amount not-to-exceed \$379,184.00 and be awarded to IMPACT Strategies. Second by Commissioner Effinger. Chairman Sauget stated he understands it is

going to save the County close to a million dollars over time. Debra Moore, County Administrator, stated it will save about \$400,000.00 the first year, so it is very, very promising.

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, presented the activity report and the current numbers show 290,000 passengers, with anticipated numbers over 300,000. Director Cantwell added that next year, there will be 360,000 passengers minimum using MidAmerica's terminal. Director Cantwell stated the rate of increase is far exceeding the FAA planning cycle. Director Cantwell added there is a new program called Mic'd Up MidAmerica and is in concert with the Tourism Bureau. Director Cantwell stated they have decided to put together a program and blast on social media some information to get people used to that and will use that in other venues when possible. Director Cantwell presented the first piece of this program. Director Cantwell stated they will put those out through the OutMarket digital program and it does not cost that much to put it on Facebook and they will get a pop-up that will play and they can click on it. Director Cantwell added then they can go to MidAmerica's site and can click through Allegiant for tickets. Director Cantwell stated they do a digital boundary around outmarket airports for 50 miles, which they did that last year as a test program for 6 months and they had 4 million hits, and then the pass through all the way through to Allegiant, which they can track and it was 2800. Director Cantwell reviewed the forecast of 152,000 and to double that with people coming in and out, along with the 180,000 that is on the schedule for June and July.

Commissioner Nations inquired to what the largest number has been so far. Director Cantwell stated it is 22,000, but with both ways almost 45,000 people through the terminal back and forth, which does not include people working there. Commissioner Polites inquired to how it is going with the base runway closing. Director Cantwell stated capacity has not been a problem with the runway, as there is room there. Commissioner Polites inquired if Scott Air Force Base is pretty happy to have MidAmerica as a Joint Venture. Director Cantwell stated in his estimation they are \$16 million happy just in one year and who knows what the social ramifications are of that when you are doing displaced operations away from where you normally live. Director Cantwell added the managers understand the bigger piece of the sky and the space because of the civilian opportunities that are over there. Commissioner Polites inquired if the construction is on time. Director Cantwell stated there are a couple of pieces to the construction, as they have to pick the Design-Build for the parking lot and training site, along with the funding for the terminal modification is anticipated they will give a notice to proceed to Holland for relocation of utilities and the initial work. Director Cantwell added the FAA has MidAmerica in their discretionary grant program right now. Director Cantwell stated the short answer is "yes" to the timeline, but in the early stages of the RFQ process for the parking lot and the training site.

Director Cantwell presented for approval of Volaire's contract, as they are MidAmerica's air service consultant. Director Cantwell added when they first started there were 24,000 O&D passengers and now up to 360,000, which next year it will probably be 390,000. Director Cantwell stated Volaire has the normal subscription for all of the analysis and they set up a program, then Director Cantwell gets an analysis on the seats available, air seat miles, along with a bunch of other descriptives, such as how much capacity in the next month, what is the change in the capacity, and if there is anything that spikes up, then it is discussed why and what is needed operationally. Director Cantwell stated that is a baseline service of \$7200 for a year or

\$600 a month. Director Cantwell added after the baseline, they have a menu of items. Director Cantwell stated he would like to authorize the Airport Director to pick from that menu of items, when needed, up to \$35,000.00, and it will come in bits and pieces, which is why he is asking for it upfront and not trying to be under the rules to buy items. Director Cantwell stated the motion is to approve the air service consultant agreement with Volaire Aviation for the 2020 calendar year at the base rate of \$7200. Commissioner Polites moved to approve the air service consultant agreement with Volaire Aviation for the 2020 calendar year at the base rate of \$7200 and authorize the Airport Director to use optional services not-to-exceed \$35,000.00. Second by Commissioner Nations. Director Cantwell added he needs help with the system guys for future growth. 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 the next item, which is in the 2020 calendar year budget and it was approved back in November. Director Cantwell stated the 2008 Ford Explorer has a ton of miles on it, a rebuilt engine, a new transmission, and is on its last leg. Director Cantwell added there is a 1997 truck that is used for plowing and they are ready to plow it under the ground. Director Cantwell stated there is a Ford Explorer and the Ford 250 with a plow off the Illinois Purchase Program. Director Cantwell presented for approval the purchase of a 2020 Ford Explorer and 2020 Ford F-250 with the plow from the Illinois Purchase Program, and if he orders now, he gets them 6 months later. Commissioner Nations moved to approve. 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 airport rates and charges. Director Cantwell stated if somebody comes in and wants to land just for one-off for charters and if they want to do air service, there is usually an agreement entered into, so most of those rates are done in negotiation and agreement. Director Cantwell added in classic airports that are large, they are called signatory and non-signatory rates. Director Cantwell stated they are just updating a little bit of it, but Allegiant has an agreement already, so that is not covered in the rates and charges. Director Cantwell added that air marshals and one-off charters for cargo are subject to this. Director Cantwell stated it is not changed that much, but they did codify some things, such as the new security program. Director Cantwell added there are some costs that were increased because they purchased a new computer, a new program, and there is new access. Director Cantwell stated they do codify the rental agreement and get \$3.50 a day for any car that is rented out of MidAmerica. Commissioner Nations moved to approve. 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.

Director Cantwell requested to enter Executive Session for Real Estate and Personnel. Chairman Sauget moved to enter into Executive Session for the purpose of Real Estate and

Personnel. Second by Commissioner Lee. Motion carried.

Ed Cockrell, County Board Member, inquired if the real estate is County-owned. Attorney Ysursa stated real estate would be discussed first and then personnel.

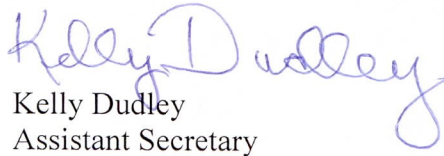
The Doors closed 10:25 a.m.

The Regular Meeting reconvened at 11:08 a.m.

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

Meeting adjourned at 11:09 a.m.

Respectfully submitted,


Kelly Dudley
Assistant Secretary

APPROVED:


CHAIRMAN