MINUTES OF THE MONTHLY MEETING OF THE PUBLIC BUILDING COMMISSION OF ST. CLAIR COUNTY, ILLINOIS, HELD ON THURSDAY JANUARY 16, 2020 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, January 16, 2020 at the St. Clair County Building, Belleville, Illinois.

The following Commissioners answered present to roll call: Richard Sauget, James Nations, Charles Lee, Daniel Polites, 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; Randy Pierce, Fairview Heights Tribune; James Brede, Director of Buildings; Bill Reichert, Architectural & Planning Advisor of the Public Building Commission; Ed Cockrell, County Board Member; Sue Schmidt, Financial Analyst; Monica Taylor, Financial Analyst; Attorney Bernard Ysursa; and Traci Firestone, Secretary.

Minutes of the December 19, 2019 Regular Monthly Meeting and Executive Meeting were reviewed. Commissioner Polites moved that the Regular Monthly Meeting Minutes and Executive Meeting Minutes, dated December 19, 2019 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.

Commissioner Lee moved to recess for the Annual Meeting, and appointed Attorney

Ysursa, as the Temporary Chairman. Second by Commissioner Nations and carried.

Regular Meeting ended at 10:05 a.m.

Regular Meeting reconvened at 10:07 a.m.

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

Motion carried. Commissioner Nations stated in an effort to reduce some of the paper that is being moved around, we have stopped giving everyone a copy of the detailed financial reports, but there are the summary versions. Commissioner Nations stated if there are any questions to grab the ones on the table and they will go from there. James Brede, Director of Buildings, stated items can be electronically emailed, as well.

Under Treasurer and Finance, Commissioner Polites, Treasurer, reviewed the Regular Expense Claims Report with Payroll Ledger Report for January 30, 2020, 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, 2020, 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 2020,** and asked that it be placed on file, stating that the 2020 Budget is in line with the projected percentage of 8.3% expenditures.

Commissioner Polites reviewed the **Trial Balance Report for December 2019,** and asked that it be placed on file. The Secretary has a copy for review in the Public Building Commission Office.

Under Operations, James Brede, Director of Buildings, presented the Approval for Bid for Parking Garage B Repairs. Director Brede stated they have received bids from 5 different companies and Vector came in with the most responsible bid for $1,310,000.00 and would like to get approval for this. Director Brede stated they would like to add a 7.5% contingency to that amount for any unknown concrete repairs for a total of $1,408,250.00 that needs approval. Commissioner Lee inquired if this is the basement garage. Director Brede stated that it is under the Courthouse. Commissioner Nations inquired where Vector was located. Bill Reichert, Architectural & Planning Advisory of the Public Building Commission, stated they are out of Decatur. Commissioner Nations inquired if there were any other local firms that were within the 5% range. Mr. Reichert stated there was one out of St. Louis. Commissioner Nations moved to approve Vector Construction for an amount not-to-exceed $1,408,250.00, which includes the 7.5% contingency fee. 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.

Director Brede presented for a discussion on Parking Garage A, which is across the street, the multi-level garage. Director Brede added they are currently working on going out for bids for repairs there, but about 2 weeks ago on the top floor, the asphalt upheaved and by looking underneath it, the concrete has disintegrated enough that the rebar is exposed. Director Brede stated the 6th floor is shut down and a company came in and did some core sampling, but the results are not back yet. Director Brede added it looks like some temporary repairs can be made and then reopen the garage, but there will be a need to shut it back down, as the upper deck has to be replaced to do permanent repairs. Director Brede stated at that time, it would probably be down for six months, so they will need temporary parking spots around the Courthouse for probably this summer. Director Brede just wanted to bring awareness that there might have been an emergency situation, but it seems like it can be patched for now and wait for the bids to come in. Commissioner Nations inquired to what "patch" means. Mr. Reichert stated the garage structure has a steel frame with a concrete deck, but on top of the concrete deck is an inch and a half of asphalt and has deteriorated over time due to water getting underneath it. Mr. Reichert added the floor looks good, but it is in the driving lane and occurring at the lowest points in the slope. Commissioner Nations inquired if it is something that can be barricaded or does it need to be patched. Mr. Reichert stated it is barricaded now and with it being in a driving lane, it is an obstruction, with there being 2, maybe 3 spots, that need to be patched. Mr. Reichert stated the patching that needs to be done is going to be a semi-permanent kind of patch. Commissioner Nations inquired to the length of time we are trying to get out of this patch. Director Brede stated this is until we get bids that will go out March 15, then the asphalt will be taken off of the upper deck and replace all of the bad spots to repair it permanently. Commissioner Nations inquired if instead of spending the money, could it just be kept closed. Director Brede stated it is 78 spots lost and there are not enough now for jurors, along with once construction is started here, there are going to be 40 people displaced at a time, so those spaces really need to be open. Commissioner Nations inquired if Director Brede is seeking approval or is there a plan to use on an emergency basis. Director Brede stated, at this time, it is not needed as an emergency, and the normal bidding process can be gone through. Director Brede added that last week they did not have the core samples, but he did not want to delay the conversation, and right now, they feel confident they can patch, open back up, wait for the bidding to occur, and go through the natural process. Director Brede stated no Board action is needed at this time. Chairman Sauget stated to keep the Board informed.

Director Brede presented a Request for AE Qualifications and would like to go out and request qualifications for a new architectural firm to bring on board to work on future projects being looked at around the Courthouse. Director Brede added they are not happy with who they are currently using. Director Brede stated he would also like to request that Jim Nations and Dan Polites and maybe Dan Trapp be part of the committee to help pick an architectural firm for all of the future projects. Director Brede added there is some bidding information in the packets to review and if there are any questions, Bill can answer those. Commissioner Polites stated he told Director Brede and Mr. Reichert that he would be glad to serve on that committee. Chairman Sauget inquired if Commissioner Nations would also be on the committee. Commissioner Nations stated this to be true.

Under Airport Operation Business, Commissioner Nations stated there is a discrepancy between the budget amount that the PBC approved and the budget amount that the St. Clair County Board approved. Commissioner Nations added the County Board approved slightly more than the PBC and it would be prudent to have the numbers duplicate each other, so he would like to move to see an adjustment in the Airport budget. Commissioner Nations inquired to what category the money should go into. Director Cantwell, MidAmerica St. Louis Airport Director, stated it was personnel. Commissioner Nations stated to move to see an adjustment for the personnel budget to reflect the amount of funds that are in the County budget and upgrade the amount that is in the PBC budget. Director Cantwell stated this was in line with the report from last month about leveling some staff and the future look at growth, along with change outs. Traci Firestone, Secretary, stated it is about $275,000.00 difference. Commissioner Nations added it is approximately a $275,000.00 adjustment. Director Cantwell stated it was an increase in the County approval versus the PBC approval. Commissioner Nations stated it is an increase in the PBC amount to reflect the County and moved to approve that activity. 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.

Director Cantwell stated there was an announcement in regards to Hilton Head being the number 11 destination. A general discussion was held in regards to seasonal and non-seasonal. Director Cantwell added in regards to Jacksonville, there was a discussion to take it off year-round and put it in seasonal. Director Cantwell stated MidAmerica was one of 44 new non-stop routes that Allegiant announced on Tuesday and opened up some anchor cities like Chicago-

Midway. Director Cantwell added they are continually pursuing more advancements for MidAmerica and the East routes are easier to add than the West routes. Director Cantwell stated Allegiant is adding more equipment on in the summer of this year, next year, and the year after. Director Cantwell stated the parking lot almost got full in the December timeframe and was up to 80% use over the holidays. Director Cantwell added they would definitely be over that amount in the summertime. Director Cantwell reviewed the new signs that the Sheriff's Department put out in regards to conceal and carry, and federally unauthorized drugs to go into the federal air space. Director Cantwell stated this is where law enforcement comes in. Director Cantwell added there are 2 amnesty boxes that the Airport purchased, one prior to the checkpoint, and one on the other side either coming off of the airplane or going into the airplane. Director Cantwell stated if TSA happens to find it, but are not looking for it, then they call law enforcement over, and law enforcement will give them the opportunity to put it back in their car or put it in the amnesty box to leave it. Ed Cockrell, County Board Member, inquired if this includes medical. Director Cantwell stated it is anything you cannot fly with, such as a gun, ammo, and a knife. Commissioner Polites inquired if they get items back, if they put it in the box. Director Cantwell stated they do not, but they can go out to their car and come back through the screening to keep it. Director Cantwell reviewed the origination and destination passengers for the year with 152,964 were enplaned which is the number used for entitlement funds for the Airport Improvement Program. Director Cantwell reviewed the forecast for 2020 with the current schedule that was published, along with the Savannah flights. Director Cantwell stated there is almost a 30% increase forecasted in passenger enplanements, and along with the enplanements, is somewhere between $6 and $8 of captured revenue off of parking or concessions, and definitely with PFCs. Commissioner Polites inquired if $6 to $8 is the average. Director Cantwell stated this to be true, as sometimes there are flights around mealtime and sometimes there are not flights. Tom Knapp, Sheriff's Department, stated that is great news, but there is a law enforcement component that goes with this, with there being more flights, then there is a need for more officers. Commissioner Nations inquired if there is any way to get more hours of policing at the Airport without increasing the personnel and if the officers report directly to the Airport. A general discussion was held regarding the officers reporting directly to the Airport and there is currently no travel time involved in that, so it is in the overtime. Tom Knapp stated last year, it was approximately $150,000.00 to $200,000.00 in overtime, in addition to the full-time person that is out there now. Commissioner Polites inquired if off duty plays into this, such as a deputy that wants to do off-duty work and is being paid accordingly. Tom Knapp stated this is done on the side, but it is overtime at 1.5. Commissioner Nations inquired given that what is being spent is roughly the amount of money that an officer would require in overtime, would it make sense to go to a second officer. A general discussion was held in regards to 1.5 people over what is being done currently with one full time as off duty. Commissioner Nations stated off-duty officers are being brought in to fill that. Commissioner Polites added it is something that needs to be addressed.

Director Cantwell presented for Approval to acquire a 10,000-gallon Jet A Fuel Truck, which is in the approved budget. Director Cantwell stated this is a used truck and Garsite is a very good resource for having this type of equipment. Director Cantwell added it will help with more time on the ramp with the airplanes that are flying around with 94 flight hours during a week during June and July and decreases the time to go down to the fuel farm. Director Cantwell stated MidAmerica could service the turns for the F-15s and a couple of the turns for Allegiant with just this one truck. Chairman Sauget stated those planes take on as much as 30,000 gallons. Director Cantwell stated the big ones take off with 30,000, such as the cargo birds, and are anticipating seeing some towards the end of this summer. A general discussion was held in regards to reducing the amount of times going back and forth to the fuel farm and amount of time on a truck refill. Commission Nations inquired who is selling the truck. Director Cantwell stated it is Garsite and it is refurbished. Commissioner Nations inquired if there is any warranty. Director Cantwell added there is a year warranty on it and it is half the price of a new one and one third of the lead time. Commissioner Polites inquired to the life expectancy. Director Cantwell stated they would get another 15 years out of it. Commissioner Nations moved to approve the purchase price of $230,000.00 from Garsite and the further approval of an additional $10,000.00 to deal with the issues of countergauges and transportation. Second by Commissioner Polites. Mr. Cockrell inquired if this has to be bid out. Director Cantwell stated it is a used piece of equipment, so it does not have to go out for bid. 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 Cantwell reviewed a picture of the parking lot and the forecast is 133% of their capability in the lot for June and July. Director Cantwell stated Commissioner Lee was part of a 3-person RFQ team that there were 5 or 6 packages, along with 3 or 4 presentations, and on Tuesday IMPACT Strategies is the Design Build for the build out. Director Cantwell added IMPACT Strategies did the Phase 2 expansion of the parking lot. Director Cantwell stated the engineers estimate was $1.5 million and IMPACT Strategies gave a guaranteed maximum price of $1,305,651.00. Director Cantwell stated the required completion date is May 1, 2020, because after May 1 is when the schedule balloons out past the capability that was forecasted the coefficient of people coming in and parking slots. Director Cantwell added by the end of April, there may be people on the grass. Commissioner Polites inquired after this completion, how many total spots there will be. Director Cantwell stated there will be 1850 and it includes the rental car area and moving it out and putting it next to the passenger terminal on the South side. Director Cantwell added there are 52 rental car slots and over the holidays, they have 90 cars out a day. Commissioner Nations stated it is realistic to begin to assume and deal with somewhere in the future as we continue to expend money for construction; it will have to be considered in reviewing the rate structure to ensure they are in balance. Chairman Sauget added at the appropriate time. Director Cantwell stated the request is to approve IMPACT Strategies as the Design Build contractor of the Phase 3 parking lot. Commissioner Lee moved to approve IMPACT Strategies for the Design Build project. Commissioner Lee stated one of the important points that have been brought up in the discussion with each of the contractors was if there is inclement weather and they get behind, if they are willing to provide additional resources to meet the May 1 completion date, and everyone they interviewed said they would be willing to go for it. Commissioner Nations inquired if there is a penalty clause in the contract. Commissioner Lee stated not to his knowledge. Chairman Sauget inquired if there will be an issue with the asphalt plants being closed down up until about the end of March. Director Cantwell stated Christ is their resource down the street and have pre-coordinated with them on their schedule. Director Cantwell added there is a lot of civil work, as there are some utilities that have to be worked around, and lights that have to be added in. Commissioner Nations inquired if they will be able to control the lights independent of the other lights. Director Cantwell stated they will use photosensors. Commissioner Nations inquired if during the slow months, if the lights can be turned off. Director Cantwell stated this can be done, but it is not a bathroom light switch, and have done it in the past, but it is not good for the infrastructure and security. A general discussion was held in regards to the lighting and turning off the lights with security concerns.

Second by Commissioner Nations. Mr. Cockrell inquired if IMPACT Strategies is going to do the work for not-to-exceed $1,305,651.00, as to what is the estimated total cost of the project. Director Cantwell stated that is it for the parking lot addition. Mr. Cockrell inquired if that is subject to a building permit. Director Cantwell stated it is with Mascoutah. 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 Cantwell reviewed the service road to get fuel trucks up and down and maintenance people up and down and the application of the engineering was not up to performance, as there is some settling water in that area of picture being reviewed. Director Cantwell stated the MOU up for approval is CMT is going to pay the Airport $25,000.00 before moving forward to fix the engineering flaws. Commissioner Nations moved to approve. 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.

Director Cantwell requested to enter Executive Session for Real Estate and Personnel.

Chairman Sauget stated before moving into Executive Session, Attorney Ysursa has a resolution authorizing Comptroller to Transfer Funds, which we do annually. Attorney Ysursa agreed this is completed annually. Chairman Sauget stated a motion is needed to approve the resolution to authorize comptroller to transfer funds and make payments via electronic means.

Commissioner Lee moved to approve. Second by Commissioner Polites. Motion carried. Chairman Sauget moved to enter into Executive Session for the purpose of Real Estate and Personnel.

Mr. Cockrell stated he received a bill for yearly web hosting for www.flymidamerica.com for $180.00 and was not sure if every County Board member is to receive that bill. Mr. Cockrell stated it is from Web Host Agents in New York.

The Doors closed 10:40 a.m.

The Regular Meeting reconvened at 11:25 a.m.

Chairman Sauget stated the performance award needs to be reviewed for Director Cantwell, which the passenger service award 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 (10,000 passengers qualifies the airport for a $1 million Federal entitlement grant in the following year). Chairman Sauget added, however, the 2019 numbers project to garner $1,508,000.00 in FAA entitlement grants. Chairman Sauget stated January 1 through December 31, 2019, originating passengers were 152,964 enplanements and the performance award would be $19,148.20. Chairman Sauget added the cargo performance award is awarded at $2.00 a ton over 1,000 tons and the cargo performance was 15 tons in 2019, so the cargo performance award is $0. Chairman Sauget stated the service performance award with Airport and tenant in business is awarded $3,000.00 for each tenant operation with the first one being Enterprise Car Rental lease, a January 19th approval leave, that dramatically changed the Enterprise footprint and Airport revenue. Chairman Sauget added the lease increased Enterprise lot use to 52 vehicles from 30 and increased daily Airport rental fee per car to $3.50 from $2.50 and provided an area for Enterprise to build their own car wash facility at their cost on the Airport, which the parking lot expansion of the Airport is increasing their lot to accommodate 90 vehicles. Chairman

Sauget stated the MQ-25 Boeing lease is part of the service provider award here and at the April 2019 Special PBC Meeting, approved a lease for hosting MQ-25, and the Boeing operation will have impact on the Airport for years to come. Chairman Sauget added the Airport realizes \$79,000.00 in net revenue the first year and the following years garner \$38,000.00 net in the current operations location. Chairman Sauget stated other locations are under consideration. Chairman Sauget added the C portion of the service provider award is the M1 Support Services and entered into a lease in the passenger terminal to host their local headquarters. Chairman Sauget added the company is executing a Department of Defense lease on the Scott Air Force Base and did not have the ability to reside on the base, so the use of MidAmerica is a viable alternative to enhance or support with the Joint Use nature of the Airport. Director Cantwell stated it is just the rental for lease at the terminal. Chairman Sauget stated the fourth one is Boeing St. Clair, the aircraft parts and manufacturing operation resident at MidAmerica requested renegotiating of their lease to allow the extension of their first term in the installation of some capital improvements. Chairman Sauget added that those improvements are to be recouped during the first 2-year expansion period and the 2-year expansion revenue is \$742,680.00 and the lease established revenue of \$1,776,000.00 for the first 5-year extension and \$1,812,000.00 for the final 5-year extension. Chairman Sauget stated the new Airport tenant business award is \$12,000.00 for Director Cantwell. Chairman Sauget added there are significant lease extensions that occurred during 2019 with AVMATS extending their Airport lease for another 5 years, and the operations host the MQ-25 and Boeing Parts Painting operation, the Illinois State Police extended their lease for their first 10-year additional term, which their lease is now a net-positive revenue of \$20,000.00 a year since the Airport capital investment in the hanger has been paid off. Chairman Sauget stated what may be a major indication of long-term residency is the Boeing Company extended the lease for the MQ-25 program past their initial term intentions. Chairman Sauget added an additional item is Allegiant is now serving 10 destinations from MidAmerica and can be updated to make that 11. Chairman Sauget stated the total performance award for 2019 is $31,148.20 to be distributed during the first pay period after the January 20th Public Building Commission meeting. Commissioner Nations moved to approve the Performance Award to Director Cantwell in the amount of $31,148.20. Second by Commissioner Polites and stated it has been an honor to serve with him. 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.

A general discussion was held to have the next Public Building Commission meeting on February 20th moved to Monday, February 24th at 8:00 a.m.

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

Meeting adjourned at 11:37 a.m.

Respectfully submitted,

Traci Firestone

Traci Firestone
Secretary

APPROVED:

CHAIRMAN