

AGENDA  
PUBLIC BUILDING COMMISSION  
October 19, 2023

**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

**INTRODUCTION OF VISITORS:**

Mark Kern, County Board Chairman  
James Brede, Director of Buildings  
Bernard Ysursa, Attorney

Debra Moore, Director of Administration  
Darren James, Interim Airport Director  
Tom Knapp, Sheriff's Department

**COMMUNICATION:**

**MINUTES:**

- 1) Regular Monthly Meeting - September 21, 2023

**TREASURER AND FINANCE:**

- 1) Regular Expense Claims Report with Payroll Ledger Report - October 30, 2023  
2) Airport Expense Claims Report - October 30, 2023  
3) Budget Analysis Report - October 2023  
4) Trial Balance Report - September 2023

**FOR YOUR INFORMATION:**

**NEW BUSINESS:**

**OPERATIONS:**

- 1) Jail Inmate Telephone Services Agreement - James Brede/Kevin Bouse  
2) Jail Fire Alarm Replacement – Bid Approval - James Brede  
3) Elevator Contract Proposal – PSF 313 West Main - James Brede  
4) Annex Chiller Replacement Change Order – Woolpert - James Brede

**FAIRGROUND OPERATIONS:**

**AIRPORT OPERATION BUSINESS:**

- 1) Airport Operations Management Software – Sole Source Approval - Darren James  
2) Taxiway Lima – Change Order #6 - Darren James

**UPDATES:**

- |    |                               |   |              |
|----|-------------------------------|---|--------------|
| 1) | Enplanements                  | - | Darren James |
| 2) | Terminal Expansion/Renovation | - | Darren James |

**EXECUTIVE SESSION:**

**Personnel:  
Real Estate:  
Litigation:  
Security:**

**ADJOURNMENT:**

**Public Building Commission Meeting Minutes**  
**October 19, 2023**

The Public Building Commission of St. Clair County met in the County Board Conference Room on October 19, 2023. The meeting was called to order by Chairman Richard Sauget at 9:57 a.m.

**Members Present:**

Richard Sauget, Chairman  
Charles Lee  
Thomas Dinges  
Kevin Bouse  
Edmond Brown  
Rick Effinger  
Terry Beach

**Members Absent:**

**Others Present:**

Debra Moore, Director of Administration  
James Brede, Director of Buildings  
Darren James, Interim Airport Director of MidAmerica St. Louis Airport  
Bernard Ysursa, Attorney  
Tom Knapp, Sheriff's Department  
Cynthia Romero, Assistant Secretary  
Randy Pierce, Fairview Heights Tribune  
Monica McMurphy, Financial Analyst  
Natalie Birk, Executive Assistant

The Pledge of Allegiance was recited.

There were no Public Comments made or Questions asked at this Meeting.

Upon a motion by Commissioner Lee and second by Commissioner Dinges, it was unanimously agreed to Approve the **Regular Monthly Meeting Minutes of September 21, 2023.**

**Public Building Commission Meeting Minutes**

**October 19, 2023**

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Upon a motion by Commissioner Dinges and second by Commissioner Lee it was unanimously agreed to Approve the **Regular Expense Claims Report with Payroll Ledger Report of October 30, 2023.**

Upon a motion by Commissioner Dinges and second by Commissioner Lee, it was unanimously agreed to Approve the **Airport Expense Claims Report of October 30, 2023.**

Commissioner Dinges reviewed the **Monthly Budget Analysis Report for October 2023** and stated the 2023 Budget is in line with the projected percentage of 83.3% expenditures.

Commissioner Dinges reviewed the **Trial Balance Report for September 2023** and it can be available when requested in the Public Building Commission Office.

**PBC Operations**

Item #2 Jail Fire Alarm Replacement-removed from agenda due to bidding not complete. Will bring back on agenda for approval in November Meeting.

**Public Building Commission Meeting Minutes**

**October 21, 2023**

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Upon a motion by Commissioner Beach and second by Commissioner Dinges, it was unanimously agreed to Approve The Jail Inmate Telephone Services Agreement between Inmate Calling Solutions, LLC and Public Building Commission of St.Clair County.

Upon a motion by Commissioner Effinger and second by Commissioner Bouse, it was unanimously agreed to Approve the Elevator Installation for 313 West Washington with Advanced Elevator, at a cost of \$268,788.00.

Upon a motion by Commissioner Effinger and second by Commissioner Bouse, it was unanimously agreed to Approve The Annex Chiller Replacement Change Order with Woolpert Engineering Company, at a cost not- to- exceed \$53,000.00. With additional approval to purchase equipment with RJI Sales at a cost not- to- exceed \$240,00.00.

**Fairground Operations:**

Nothing to present at this time.

**Airport Operations:**

Upon a motion by Commissioner Beach and second by Commissioner Brown, it was unanimously agreed to Approve the Purchase of Airport Operations Management Software from Veoci, at a cost of \$25,632.00 for the first year for initial set up, with an annual fee of \$7,000.00.

**Public Building Commission Meeting Minutes**

**October 21, 2023**

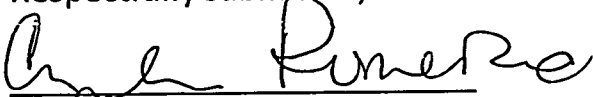
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Upon a motion by Commissioner Effinger and second by Commissioner Bouse, it was unanimously agreed to Approve the Change Order # 6 to Taxiway Lima and Taxiway Lima Bridge Project, with Plocher Construction for a cost not-to-exceed \$252,639.00.

For updates on Enplanements, Terminal Expansion, and Passenger Facility Charge, please see the attached documents.

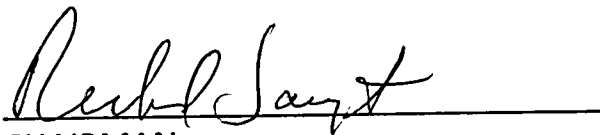
Upon a motion by Commissioner Effinger and second by Commissioner Brown, it was unanimously agreed to adjourn the meeting at 10:32 a.m. Motion carried.

Respectfully submitted,



Cynthia Romero, Assistant Secretary

APPROVED:



CHAIRMAN