

**MINUTES
PUBLIC BUILDING COMMISSION
TUESDAY, SEPTEMBER 7, 2010, 1:30 P.M.
CONFERENCE ROOM 303
COUNTY CITY BUILDING**

PRESENT: Larry Hudkins, Linda Wilson, Jonathan Cook, Deb Schorr, Gene Carroll

OTHERS PRESENT: Don Killeen, Rod Confer, Mike Lee, Bob Walla, Karen Eurich, Ken Kuszak, Chad Dalton, John Kay, Jennifer Felton, Jean Preister, Bill Luxford, Chris Chavanu, and Jeanne Sayers

The meeting of the Public Building Commission was called to order by Chairperson Larry Hudkins and the location of the Nebraska Open Meetings Act was announced.

Wilson moved and Carroll seconded a motion to approve the minutes from the August 10, 2010 meeting. The motion passed.

Bids for construction for the Human Services Department will be open September 10, 2010 and results should be ready for recommendation and approval at the October Public Building Commission meeting. It is anticipated that construction will take 90 days and possible move in date could be early February, 2011.

Chris Chavanu, Electronic Contracting, and Bill Luxford, 5 City TV, explained the audio/video system and issues within the Chambers of the County City Building. Much of the audio/video system is still analog and while much equipment can be used, within a two year period all systems will need to be digital. Schorr moved to authorize the Purchasing Department to go out for bids on components. Carroll seconded the motion which passed unanimously. Cook inquired as to the availability of a particular monitor for dias replacement purchased through Information Services. Ken Kuszak stated that the monitor requested is an obsolete item. Cook moved to purchase a 21 inch monitor not to exceed \$800 which was seconded by Carroll. Following discussion that within the bid of equipment for the Chambers, a large enough monitor compatible with the system could be a part of the bid at a more reasonable cost. Cook withdrew his motion with no objection from Carroll's second.

The netbook recording which replaced the Chambers Dictaphone has bad sound quality which makes dictation difficult. An alternate sound configuration will be investigated.

Expansion of the City Law Department which is to be occupied by Commission on Human Rights personnel continues in the discussion phase.

Wilson moved for approval of confirmation of Understanding for Services between Bland & Associates, CPA, and the Public Building Commission. Carroll second and the motion passed.

September 13, 2010, HoneyBaked Ham will begin providing box lunch purchases twice per week to employees in the Deli area of the County City Building on a trial basis.

Wilson moved to approve the General Vouchers for August 2010. Cook seconded and the motion passed.

An upgrade to the parking control equipment is necessary, both in software and hardware systems. The system has been in operation since March of 2004 with no computer upgrades. This will ensure identification of monies inserted into the machine as well as allowing computer control &/or access from

remote locations since garage is not in same location as maintenance personnel. Schorr moved and Carroll seconded approval of the upgrade. The motion passed.

Carroll moved to approve the renewal of the Cummins Central Power, LLC Preventative Maintenance Agreement at the 27th & Holdrege LPD Building. Wilson seconded and the motion passed.

Don Killeen, Building Administrator, and Rob Confer, City Attorney, made the Commission aware of possible claims related to vehicle damage of a citizen in the public parking lot and tort claims by City employees.

Rod Confer, City Attorney, informed Commission that State statutes were modified regarding requirements placed on independent contractors. It was moved by Schorr and seconded by Wilson for the Public Building Commission to follow wording of the Executive Order language used by the City and County. The vote carried unanimously.

The next meeting of the Commission is tentatively set for October 12, 2010, at 1:30 p.m.

Report From Administrative Staff: Lighting strike caused damage to the autotron (panel above entrance gate to parking area under the County City Building). Access card or pin code is only means to enter the parking area. That portion of controls has been shipped to factory for repair/replacement. The same lighting damaged security cameras and monitor.

Volunteers at the County City Information Desk are concerned that most citizens do not realize location of desk is immediately inside the building entrance doors. Better signage may solve this concern.

Sympathy card will be sent to Fred Hoke from the Public Building Commission and staff.

Cook provided vendor name to Mike Lee regarding replacing dimmer light switches with a regular on/off switch for lighting problems.

A tour of the Personnel Office where carpets squares have been replaced will be held following this meeting.

With no further business, Schorr moved to adjourn the meeting which was seconded by Carroll. The vote carried unanimously.