

**MINUTES  
PUBLIC BUILDING COMMISSION  
TUESDAY, MAY 8, 2012, 1:30 P.M.  
COUNCIL CHAMBERS - ROOM 112  
COUNTY CITY BUILDING**

PRESENT: Linda Wilson, Jonathan Cook, Jane Raybould, Eugene Carroll, Larry Hudkins

OTHERS PRESENT: Don Killeen, Rod Confer, Minette Genuchi, Dennis Meyer, 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.

Carroll moved and Wilson seconded a motion to approve the minutes from the April 10, 2012 meeting. The motion passed.

Jeanne Sayers informed the Commission that Liz Shea-McCoy continues to receive inquiries from artists for our future Public Venue Art Display.

Dennis Meyer, County Budget/Fiscal Director, presented the final draft of the Public Building Commission Fund Balance Policy as suggested by our auditors. Raybould moved and Wilson seconded to adopt the Fund Balance Policy which passed unanimously.

A change order received from ETI for the Exit Sign Replacement Project and submitted quotes from Hy-Electric were provided to the Commission for consideration. Carroll moved to accept the recommendation from ETI for Item 1 in the amount of \$961.00. Raybould seconded and the motion passed.

Wilson moved to approve the General Vouchers for April 2012. Raybould seconded. The vote carried.

Minette Genuchi, Food Bank Organizer for the County, has requested use of the cafeteria area and the first floor lobby for the County City Food Bank Drive Bar-B-Que to be held on Friday, July 13, 2012. The drive will be held July 9, 2012 through July 20, 2012. A variety of fund raisers are expected as were done last year and it is suggested beginning these fund raisers in May to lesson the financial requests of donations to two single weeks. Raybould moved to approve the requests which was seconded by Carroll. The motion passed.

ETI has received and recommend to the Commission the low bid oft \$53,569 for the Emergency Management Generator Project. Cook moved and Wilson seconded awarding the project to Willmar Electric Service. The motion passed unanimously.

Carroll moved to approve the following Contracts/Amendment Agreements: Graybar Electric, Annual Supply of Small Household Batteries; and Cornerstone Printing, Business Card and Letterhead Printing. Raybould seconded. The motion passed.

Wilson moved to approve the Sublease Agreement-Addendum #2 with the State of Nebraska for space at the K Street Records Center which has adjusted rent due to the cost of living adjustment which will run through the end of the original term lease. Carroll second and the motion passed.

Wilson moved to continue the Maintenance Agreement with Rapiscon for the walk through metal detector and baggage scanner at the Hall of Justice per recommendation of the County Sheriff Department as per original contract. With a second from Raybould the motion passed.

The next meeting of the Commission is tentatively set for June 12, 2012 at 1:30 p.m.

Report From Administrative Staff: Resurfacing of 'K' and 'L' Street may impede entrances and exits to the North Public as well as the North Employee Parking Lots. Adjustments will be made to gates for vehicles to enter and exit as necessary.

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