

UW-RICHLAND COMMITTEE

August 8, 2016

The UW-Richland Committee met on Monday, August 8, 2016, at 1:00 p.m. in the Dean's Conference Room, located in Melvill Hall, 1200 Highway 14 West, Richland Center, Wisconsin.

Committee members present included: Bob Bellman, Marty Brewer, Carol Clausius, James Huffman and Dave Turk.

Others present included: Victor Vlasak, County Clerk; Dr. Charles Clark, Regional Executive Officer and Dean of the Southwest Region; Dr. Tracy White, Regional Associate Dean for Academic Affairs and UW-Richland Campus Administrator; Brian Zoebel, Regional Director of Facilities Planning and Management for the Southwest Region; John Carter, Campus HVAC Specialist; and Angie Arneson, Food Services Supervisor.

Chairman Bellman called the meeting to order.

The County Clerk verified that the meeting had been properly noticed. Copies of the agenda were sent by either mail or email to all UW-Richland Committee members, a copy was faxed to The Richland Observer, a copy was emailed to WRCO and a copy was posted on the Courthouse Bulletin Board and County web site.

Motion by Huffman, second by Turk that the agenda be approved. Motion carried.

Motion by Brewer, second by Huffman that the printed copies of the July 11th meeting be approved. Motion carried.

Dr. White reported that there are 43 international students enrolled for the fall semester. Seventeen of those students are new freshman. The campus has served 473 people this summer through continuing education programs. The programs include 11 students from South Korea, 81 students for the Youth for Understanding program and 20 American students. An Art Academy and Mind Craft Camp was held last week.

Arneson reported on funds raised through additional events. Moving day at the dorms is September 1st and 2nd. Free lunch will be provided both days to get students familiar with the Meal Service. Arneson will be promotion meal ticket plans on both days.

Zoebel gave an update on the parking lot repairs. Phase I was completed. Phase II was completed with repairs to areas in the east and west lots. Some striping had to be done because some the repairs were made in parking areas. Campus staff is very happy with the repairs and the work done by the Highway Department.

Carter gave an update on the East Hall air conditioning unit. It is a custom made unit for that application. The interior coil is still on order. The system will need to be modified to get the coil installed.

Zoebel reported that the air conditioning unit for the kitchen area has been received and installed. Carter noted that unit was ordered one day and delivered the next morning.

Zoebel reported on the concrete replacement and repair of the sink hole in the area of the Student Center. The sink hole repair portion has been completed. The remainder of the project will be completed today.

Zoebel reported that the major focus for the summer has been improvement of the appearance of the grounds and landscaping. Some trees have been cut and eight stumps were removed. The removal of these obstacles helps with the speed and ease of mowing. There are still some big high priority concrete areas in need of attention.

Zobel reported that the safety folks from the UW Colleges inspected the whole campus. They recommended focusing on the theater area and especially the scene shop area.

Carter presented the following maintenance report for the month of July.

- The second phase of the parking lot repairs took place;
- D&P restriped the areas of the parking lot that were repaired;
- Mowing grass and making lawn mower repairs;
- Installed the kitchen air conditioning unit;
- Organized the theater scene shop. This was also an area of concern of Fire Chief Bob Bindl;
- Dead trees have been removed and the stumps ground out;
- The sidewalk repair and drainage problems have been addressed;
- Fresh mulch and wash rock has been added to the landscaping;
- Repairs were made to the Coppertop air conditioning units due to the loss of three phase components;
- The Honeywell lighting project will beginning August 15th with HVAC control work to follow.

Zoebel noted that the Honeywell project is a sixty day project. The project includes replacing all of the interior and exterior lights and ballasts on campus. The focus will be on the gym, science classrooms, the classroom building classrooms and the cafeteria area before the start of classes.

Zoebel reviewed the Outlay report. Residential Roofing will start the work on the repairs to the Administration Building in September. The cost of the repairs is \$4,800.

Zoebel reported on the proposal received from Specialty Engineering Group LLC, Madison, to provide design work for roof and ice concerns on the Wallace Student Center Building. The proposal will be forwarded to Corporation Counsel Southwick for review. The only additional expenses would be if any type of testing would be required.

There was nothing new to report regarding the Classroom Remodeling. Dr. Clark reported that a committee is being formed to review the Master Plan. Brewer and Bellman will serve on the committee. Dr. White will be chairing that committee.

Zoebel reviewed the monthly invoices. Motion by Huffman, second by Brewer to approve payment of the invoices totaling \$18,338.83 from the Outlay budget. Motion carried. Approval of the Mark R. Bowell invoice in the amount of \$4,966.25 was made tentatively upon the completion of the concrete work and notification from Zoebel that the work has been inspected and approved.

The proposed 2017 Outlay report was presented. The request will be for \$63,000.00. Additional requests will include \$30,000.00 for the replacement of the flat roof area on the Administration Building; \$25,000.00 for construction documents to address the snow/ice roof issues for the Wallace Student Center; and \$20,000.00 for replacement of the concrete pavement in the Quad area between Melvill Hall and the Wallace Student Center to improve appearances and address safety concerns. Bellman noted the need to address the concrete repairs needed on the north side of the Gymnasium building. Motion by Brewer, second by Clausius to approve the proposed Outlay budget request of \$138,000.00 for 2017. Motion carried.

Motion by Turk, second by Clausius to adjourn. Motion carried. The meeting adjourned at 1:43 p.m.

Victor V. Vlasak
Richland County Clerk