

## **UW-RICHLAND COMMITTEE**

November 14, 2016

The UW-Richland Committee met on Monday, November 14, 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, Carol Clausius, James Huffman and Dave Turk. Marty Brewer was absent.

Others present included: Victor Vlasak, County Clerk; Dr. Charles E. 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 Turk, second by Clausius that the agenda be approved. Motion carried.

Motion by Clausius, second by Turk that the minutes for the October 10<sup>th</sup> meeting be approved. Motion carried.

Dr. Clark thanked the Committee for their support of the campus through the budget approval process. The Outlay budget was approved at the same level as last year. Dr. Clark noted the need for additional County support and the fact that the campus is in dire need of considerable repair and upkeep.

Dr. White reported on faculty hires for next year. Active shooter training took place last month with the assistance of the Madison police department. Run, hide, fight is the theme that they are trying to teach people. A campus safety walk was completed recently. A very high level overview of the Master Plan will take place in a couple of weeks. Carter explained the alarm system in the buildings. Dr. White noted there is also an e-alert that can be sent to all students and staff. A full campus lockdown is not the recommended approach. There are no cameras or metal detectors on the campus.

Arneson reported on events the Food Service is involved with. She reported that she was able to get an ice machine, chairs and a microwave from Pine Valley's surplus items. Arneson reported on the condition of the fryer. The unit is 40 years old. The replacement cost of the unit is \$2,300.00. Carter reported that the current fryer is operating on obsolete voltage. If a new fryer is purchased, they will have to rewire and get a step down transformer. Wallace Electric has been asked to check out the wiring.

Corporation Counsel Southwick will be asked to review the contract between Pepsi and the Meal Service.

Zoebel reported that the Honeywell Energy Efficiency Project for interior and exterior lighting is pretty well completed. The glitch with the pole lighting in the quad has been fixed. The last part of the project is the Science building VAV systems and controls. That part of the project will begin December 27<sup>th</sup>. The Central IT Department has been contacted to assist in getting internet connections in other buildings on campus. Honeywell has committed to provide updated controls on one additional building. The goal is to get all of the buildings on one internet connection. The updated controls will be simple and will allow the monitoring of

building temperatures on line. Honeywell sees the immense needs and the limitations of what the Energy Efficiency Project is funding and is providing additional assistance.

The major focus of the last month has been safety and risk management. The UW colleges central office staff has two people devoted to risk management and safety. They set goals and priorities and provide resources for getting things done. Priorities set for the Richland campus included bleacher safety inspections by an outside third party vendor, including light preventive maintenance. There are thirteen different boards on bleacher system recommended for replacement. Cost estimates for their replacement will be brought to the Committee.

An aerial lift inspection and certification was conducted. The annual fall night safety walk was conducted. The effectiveness of the new lighting was noted. Maintenance staff has trimmed some hedges and trees to improve visibility. There is an area of sidewalk that needs to be replaced on the other side of Melvill Hall on the sidewalk coming from Campus View. One effect of the new lighting is that it is more direct in the parking lot. Honeywell is being asked for estimates to expand and add some additional lighting heads to increase visibility. Campus View also has areas where lights are burned out and hedges need to be trimmed to improve safety and visibility.

The full time grounds position vacancy has been posted. Two half-time LTE positions for grounds maintenance have now been filled. Both applicants brought in good skill sets.

Zoebel reviewed the Outlay budget expenditures to date. The insurance premiums based on building values compared to other campuses was discussed.

Carter reported that Residential Roofing finished the repairs on the SW corner of the Melvill building. Residential Roofing also did some trouble shooting on the other areas where there have been leaks. The landscaping and mulching has been completed. The wash rock will soon be completed. A tractor from the Smart farm was used to clean the trail and drag some trees out of the way. The campus is looking at trading their truck with UW-Rock. They have a better truck.

Zoebel reported that Residential Roofing completed the 500 square foot southwest section of the Melvill Hall roof. The Committee had approved spending up to \$3,000 on spot repairs. Brian Wontor, Residential Roofing, found that the insulation under the existing roof of the southwest section was still good, so it was not replaced. Because of that, \$950 was saved from the original bid and will be used to have Hall Ceilings repair/replace the ceiling tile damaged by the roof leaks.

Zoebel reported that SEG contract for the campus roofs ice issue has been signed. SEG has scheduled the week of November 21<sup>st</sup> to do design investigation.

There was nothing new to discuss regarding the remodeling of the Classroom Building. There will be more discussion about the remodeling once the Master Plan has been reviewed and updated.

Zoebel reviewed the monthly invoices totaling \$5,984.54. Motion by Turk, second by Huffman to approve payment of the invoices from the Outlay budget. Motion carried.

Motion by Huffman, second by Clausius to adjourn. Motion carried. The meeting adjourned at 1:42 p.m.

Victor V. Vlasak  
Richland County Clerk