

UW-RICHLAND COMMITTEE

March 12, 2018

The UW-Richland Committee met on Monday, March 12, 2018, 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, Melissa Burke and James Huffman. Dave Turk was absent.

Others present included: Victor Vlasak, County Clerk; Dr. Charles E. Clark, Regional Executive Officer and Dean for the Southwest Region; Greg Zimmerman, part-time Acting Campus Administrator; Brian Zobel, Regional Director of Facilities Planning and Management for the Southwest Region; John Carter, HVAC Specialist; Angie Arneson, Food Services Supervisor; and Angela Udelhofen, Vice Chancellor for Enrollment and Student Success, Platteville.

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 Brewer that the agenda, as amended, be approved. Motion carried.

Motion by Burke, second by Huffman that the printed copies of the minutes for the February 12th meeting be approved. Motion carried.

Dr. Clark reported on the roundtable discussions conducted by University of Wisconsin-Platteville Chancellor Dennis J. Shields.

Zimmerman reporting on discussions at steering committee meetings. He also reported on arrangements for high school student to visit the campus.

Arneson presented the Food Service Financial Reports for January and February. Arneson reviewed food costs for providing meals in 2018 for the Nutrition Program. Motion by Brewer, second by Huffman to approve the 2018 contract to provide meals for the Nutrition program at \$3.50 per plate. Motion carried.

The purchase of a steam table for the Community Center was discussed. The cost of the steam table would be \$1,500.00. A funding source for the purchase has not been found.

Zobel reported that the Melvill Hall Roof Replacement project is substantially complete. Concrete damaged during the project will be repaired when weather permits. Pioneer Roofing, LLC, Madison Sheet Metal, LLC (the company that completed metal portion of the roof project) and Petersen Aluminum Corporation are requesting a signature on the Limited Warranty

Agreement for the 20-Year Weathertightness Limited Warranty. Motion by Brewer, second by Burke that the County Clerk be authorized to sign the Warranty Agreement. Motion carried.

The salvage value of the copper roofing removed from Melvill Hall was discussed. Salvage value was estimated at \$4,500.00. The salvage value is substantially lower than the value of clean copper because of the materials that adhere to the underside of the copper from the underlying deck sheathing paper. The contractor figured the value of the copper into their removal/disposal costs when they bid the project.

Zobel reported that start-up for the Science Building chiller will take place next month.

Zobel reported that the custodian vacancy will be filled starting March 26th. The position is full-time.

Zobel reported on meetings he attends with the Vice Chancellor of Administrative Affairs. One discussion item at the meeting was campus spaces that might help with the recruitment process. The focus on the Richland Campus is improving the appearance of the dining area.

Carter presented the following maintenance report for the month of February and March:

- Finished the painting and installed the base trim of the north hall of the Student Center;
- Cleaned the kitchen condenser coils for refrigeration;
- Installed new pre-rinse handle and hose in the dish area of Food Service;
- Repaired the roof drains and ceilings in the student services area of the Melvill Hall;
- Replaced a control and recommissioned the large boiler in the Student Center.
- Looked into a control issue on the south-east side of Melville Hall;
- Repaired the steam kettle in the kitchen;
- Ordered a new scaffold system to help with painting;
- Primed two Student Center walls;
- Repainted Rooms 402 and 403 and the computer lab portion of Room 400;
- Replaced a light switch in the shop;
- Ordered and put down a new runner for the gym;
- Changed air filters in all buildings;
- Inventoried and reordered some air filters;
- Pulled wall paper and primed the walls of the old bookstore;
- Changed the cable on the power drain cleaner;
- Installed a new muffler on the tractor;
- Repaired the railing going to the boiler room of the Student Center.

The condition of the east bridge was discussed. The Highway Commissioner was contacted. Carter reported that the bridge is continuing to deteriorate. The bridge was been placed on the replacement schedule. The Highway Commissioner talked about ordering a precast bridge and having it put in place by the Highway Department. Chairman Bellman said that also discussed was having Jewell and Associates do an assessment on the bridge. Zobel noted that a report on the bridge is completed every year.

Invoices for February/March totaling \$3,399.13 were reviewed by Zobel. Motion by Burke, second by Huffman to approve payment of the monthly invoices from the Outlay budget. Motion carried. Motion by Brewer, second by Huffman to approve payment # 2 for \$3,619.52 and payment # 3 for \$3,619.51, minus retainage, to Johnson Controls on the Science Building Chiller Condensing Unit Replacement. Motion carried.

Zobel reviewed the Outlay report. Zobel and Carter walked the campus when it was icy and water was accumulating. Water is accumulating on the sidewalks behind the Melvill Hall to the gym. A proposal will be brought back to the Committee of the cost to design a better water flow distribution in the area. Carter noted that the area is basically all at one grade. Water must run around the building with no slope.

Zobel provided estimates received to replace the ADA controller at East Hall. Quality Door Hardware bid \$2,144.00 and Automatic Entrances of WI, Inc. bid \$2,290.00. Motion by Burke, second by Huffman to accept the bid from Quality Door Hardware. Motion carried.

Motion by Burke, second by Brewer to adjourn. Motion carried. The meeting adjourned at 2:00 p.m.

Victor V. Vlasak
Richland County Clerk