

UW-RICHLAND COMMITTEE

September 12, 2016

The UW-Richland Committee met on Monday, September 12, 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 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 Huffman, second by Brewer that the agenda be approved. Motion carried.

Symons Complex Director Denise Hanold addressed the Committee requesting approval to name the lane around the west side of the campus parking lot into the parking lot area for the Symons Complex to assist in identifying the Complex for advertising purposes and the delivery of materials and supplies and also for recognition on Google. The Zoning Department will be contacted to make sure the name chosen for the lane is not also in use somewhere else in the county. Motion by Brewer, second by Huffman to approve the request. Dr. Clark noted that the driveway entrances into the campus also need to be named. Carter suggested that any signage for Symons be put near other signage for mowing purposes.

Dr. Clark reported that the first week of classes has been completed. Enrollment is less this fall than last fall. The 2017 budget request was presented to the County's Finance and Personnel Committee. Dr. Clark expressed appreciation for the Committee's support.

Dr. White noted that this was her first fall at the campus. The staff has been exceptional. Dr. White also expressed appreciation for the Committee's support during the budget process.

Arneson report on the sale of meal tickets at the dorms. She expressed concern about the inability to do deferments and the resulting lost meal ticket revenues. Students now have to wait until the financial aids are received before decisions can be made about purchasing meal tickets. The plexiglas has been fixed for the serving line and the tile in the dish washing room has been stained. Arneson gave an update on upcoming events that the meal service will be involved with.

Arneson reported that she has not met with Pepsi regarding the contract. The previous contract was approved five years ago. The new contract would be a contract just with the meal service. Chairman Bellman noted that County Corporation Counsel Southwick needs to review the contract. The contract will also need the approval of the UW-Richland Committee.

Zobel reported that the Student Center air conditioning repairs have been completed. The parts have arrived for the East Hall air conditioning. The Honeywell Energy Efficiency Project current phase is for the lighting upgrade for all interior lights on campus and all exterior lights that are attached to campus buildings.

The project is currently in the fifth week of an eight week project. Lighting upgrades have been completed in the science building, classroom building, gym and student center. Lighting upgrades yet to be completed are for the library, east hall and all of the exterior lights on the campus. The upgrades of the hallway lights in Melvill Hall have started. The major focus for the last month has been the start of classes with grounds work and the moving of equipment. Extra State resource funds are being used for temporary labor to assist with the grounds and custodial staff. Funds available in the 2016 Outlay budget total \$9,722.00.

Carter presented the following maintenance report:

- Preparations for the start of school;
- Upgrading of the landscaping;
- Preparation and cleanup of the athletic field;
- Waxing floors;
- Lawn work and tree trimming;
- Melvill Hall air conditioning repairs;
- Library and classroom buildings painting;
- Science Building air conditioning repairs;
- East Hall air conditioning repairs;
- Replacement of Food Service serving line plexi-glass;
- Parking lots curb and gutter cleaning.

Zoebel reported that he is still working with the vendor for the roof repairs to the southwest corner of Melvill Hall to see when he will be doing the work. The recent rains have set the vendor back. The goal is to get the work done no later than October. The replacement of the remainder of the Melvill roof was taken to the County's budget committee for funding. The last weeks have brought heavy rains. When it rains buckets have to put out in the building.

Zoebel reported that the Specialty Engineering contract for consulting services regarding the ice issues over the doorways is still under review by Corporation Counsel Southwick. The Corporation Counsel's request for changes in the contract was received and forward on to the contractor. The contractor responded to the Corporation Counsel's proposed changes. The final review is still in progress. Zoebel noted that another 2017 funding request is to take that project farther.

No new information is available regarding the remodeling of the Classroom building. Dr. White is putting together a review group for the Master Plan. It is anticipated that the classroom building remodeling will still be a priority.

Dr. Clark noted that he would like to do news release when the lighting project is done to show the commitment to the campus.

Invoices totaling \$7,422.35 were reviewed. Motion by Brewer, second by Clausius to approve payment of the invoices from the Outlay budget. Motion carried.

Zoebel reviewed the Outlay report. The 2017 budget request was discussed. Requested was additional funding of \$30,000 for replacement of the Melvill Hall roof, \$25,000 to further design and construct a remedy for the falling ice and snow and \$20,000 for additional concrete work on the campus grounds.

Motion by Turk, second by Brewer to approve the minutes for the August 8th meeting. Motion carried.

Motion by Huffman, second by Turk to adjourn. Motion carried.

Victor V. Vlasak

Richland County Clerk