

## **UW-RICHLAND COMMITTEE**

June 12, 2017

The UW-Richland Committee met on Monday, June 12, 2017, 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; Brian Zobel, 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.

Motion by Brewer, second by Huffman that the printed copies of the minutes for the May 8 and May 16<sup>th</sup> meetings be approved. Motion carried.

Dr. Clark provided an update on changes as a result of the State budget process. The State Finance committee is proposing reductions in proposed performance funding. Dr. Clark has been involved with the Southwest Partners economic development group. The City Council voted to provide funding for the economic development position. The Economic Development Director has office space in East Hall. The Greater Richland Area Chamber of Commerce is developing. Dr. Clark reported on the search to fill the positions of biology, accounting, theater director, band and Spanish.

Chairman Bellman reported on his attendance at graduation. Cynthia Deitelhoff was named Road Runner of the Year at graduation.

Arneson provided an update on Meal Service participation in the Symons Thirtieth Anniversary Event, Faculty College, Richland Hospital retreat, DuPont and STEM (Science, Technology, Engineering and Math Program). Arneson reported that meals at the Viola meal site are now being served on Tuesdays, Wednesdays and Thursdays. The Viola meal site has been given the opportunity to return to five days a week if they increase their attendance numbers. People at the Viola site are upset that their meal site days have been reduced. The reduction in meal site days in Viola has resulted in a reduction in the number of daily participants from 20 to 13. Arneson noted that when Health and Human Services is closed for furlough days, this will also close the meal sites. Arneson is meeting with Karen Stoltz, Student Life and Events Coordinator. Arneson will be able, with the assistance of Ms. Stoltz, to reach out to every student enrolled at the campus and explain the meal service plan. A summer savings program will be offered to students who order meal ticket plans before the first school day.

Zobel provided an update on the Proposal for Roof Design Services for the West end of Melvill Hall that was received from Specialty Engineering Group, LLC. The cost of the Proposal is \$14,800.00. The scope of services under the Proposal will be design development; construction documents and bidding; and contract administration. The Proposal was approved by the County Board at their May session. The language in the Proposal has been reviewed and approved by Corporation Counsel Southwick. Motion by Brewer, second by Huffman that the County Clerk be authorized to sign the Proposal. Motion carried. Zobel reported that SEG has a draft design letter for the Design Development Phase of the project. With this project, the copper sloped roofing will be replaced with a similar coated metal that will last longer and cost less. There are number of questions that will need to be answered before the project can proceed. The Committee authorized Bellman and Zobel authority to do what they can to move the project ahead. The questions are:

- Do State Prevailing Wage Rates apply?
- Who will prepare the construction contracts?
- Is a performance Bond and a Bid Security required?
- Who will handle project advertisements?

Zobel provided an update on staffing. The Grounds Keeper is still on medical leave. Two assistants have been hired for the summer. The Alumni, in honor of the fiftieth anniversary, have raised \$4,300 to be used for landscaping materials.

At the May 8<sup>th</sup> UW-Richland Committee meeting approval had been given for the Highway Department utilizing an asphalt “skinny mix” to make the repairs by the “cut out and replace” method. The skinny mix plant moved from the area and the repairs did not get completed.

Carter presented the following maintenance report:

- Annual maintenance was conducted on the air conditioning equipment;
- Ongoing lawn mowing;
- Multiple large room set ups were done for community events;
- Bids were accepted for the summer concrete replacement projects;
- Schneider’s was called to look at the Science Building chiller;
- Johnson Controls was called to give estimates on the Science building chiller;
- Honeywell was called to give estimates on the Science building chiller;
- Surplus items were sold and loaded out at the completion of the auction.

No information was available regarding the Classroom Building Remodeling.

Zobel reviewed the Outlay budget. Included in the report are the proposed costs for insurance, roof design services and parking lot repairs.

Zobel presented bids received for sidewalk replacement near the central student quad. The low bid was received from Mark Bowell Concrete in the amount of \$14,977.25. Bids were also received for drain tile and concrete stoop repair at the northeast entrance of the Student Center. The stoop has heaved and prevents the opening of the doors. The low bid was received from Mark Bowell Concrete in the amount of \$8,939.50. Motion by Brewer, second by Huffman to present a resolution to the

County Board for approval of the drain tile and concrete repair to the entrance of the Student Center and acceptance of the bid in the amount of \$8,939.50 from Mark Bowell Concrete. Motion carried.

Zobel reported on the issues with the Science building chiller. Johnson Controls and Honeywell were asked to look at the chiller. The chiller is 17 to 18 years old. It was installed when the addition was made to the building. There are four compressors in this unit with two chambers. One chamber is dead and the second chamber is minimally functioning. The estimated cost to repair the two bad compressors, three contactors and two crankcase heaters is \$25,000.00. The estimated cost to remove the old condensing unit and install a new one, as well as put a new coil in the air handler, would be \$95,000.00. Because of the chemistry lab in the building, the function of the system is critical.

Zobel presented a bid received from Dalco Enterprises, Inc. in the amount of \$2,468.00 to refinish the gym floor. The project consists of taking off the top coat and applying two new coats. Motion by Huffman, second by Brewer to accept the bid and approve the refinishing of the gym floor. Motion carried.

Zobel presented the listing of invoices totaling \$6,501.24 for the months of May and June. Motion by Huffman, second by Brewer to approve payment of the invoices from the Outlay budget. Motion carried.

Dr. Clark reported on financial support of the campus by the State in terms of salary, benefits, services and supplies.

Motion by Burke, second by Huffman to adjourn. Motion carried. The meeting adjourned at 1:59 p.m.

Victor V. Vlasak  
Richland County Clerk