

UW-BARABOO / SAUK COUNTY CAMPUS COMMISSION MINUTES

UW-Baraboo/Sauk County Campus, Executive Dining Room

Baraboo, Wisconsin

Thursday, May 19, 2016

Members present: Phil Wedekind, Cheryl Giese, Tom Geimer, Renae Fry, Scott Von Asten, Tom Kolb, Doug Ament

Members Absent:

Others Present: Deb O'Rourke, Mike Palm, Charles Clark, Dundee McNair, Brian Zobel, Ed Geick, Marty Krueger, Steve Schara, Jim Revels

Certification of compliance with the open meeting law. **Motion by Kolb, second by Von Asten, to adopt the agenda. Motion carried.**

Motion by Kolb, second by Geimer to approve the minutes of the prior meeting. Motion carried.

Public Comment none

Communications none

Election of Officers

Motion by Kolb, second by Von Asten to nominate Wedekind, for Chair. Motion by Geimer to close nominations and cast a unanimous ballot, second by Kolb. Motion carried.

Motion by Kolb, second by Geimer to nominate Von Asten as Vice Chair. Motion by Kolb to close nominations and cast a unanimous ballot, second by Geimer. Motion carried.

Sauk County Administrative Coordinator serves as Secretary as per the By-Laws.

Baraboo City Clerk/Finance Director serves as Treasurer as per the By-Laws.

Consideration of Science Facility Change Orders.

There are no pending change orders but a few minor matters are still being addressed with the contractor.

AT&T Cell Tower Request

Giese reported that the location/height of the tower could be an issue for future expansion. The length of the runway currently and the types of aircraft that use the airport are such that the tower is not within the airspace of the typical flight/landing path. Future expansion plans for the airport include an extension to the runway in the direction of Baraboo. The extension would allow larger planes needing a lower approach to use the site. The height of the tower in the location proposed would extend upward beyond the existing tree line. The top of the pole (as the highest structure in the flight path) would serve as the low point when calculating the clear air space. MSA, the engineering firm that advises the airport, reported that the existing tree line currently presents a problem for future expansion making the additional height of the tower an even greater problem in their opinion. Future expansion would not occur for 20 – 25 years but once the tower is installed, it becomes more difficult to relocate it.

Geick reported that AT&T intends to complete an FAA study that includes possible impacts to an expanded airport. Clark indicated that the location is not likely to impact expansion if it is constructed near the rock pile but he would not support the installation if it were to impact the airport. Von Asten asked for clarification of the proposed location. Wedekind and Kolb reported that the proposed location was staked and it is not near the rock pile as previously thought, but rather close to the Villas which means that the tower in the staked location may impact future housing expansion plans.

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Motion to table this topic to the next meeting by Kolb, second by Geimer. Motion carried.

Facilities and Maintenance Report(s)

Brian Zobel reported on behalf of Mike Connor. See attached summary. Of particular note, Connor obtained estimates for possible roof repairs for use in budgeting discussions. Punch list work continues on the Science Building. The estimate from Precision Controls for the repair and relocation of the roof top condenser unit came in at \$28,950. Connor/Zobel are checking with Full Compass Systems on design and recommendations for acoustical panels in the science classrooms. The carpeting project in the library will require the relocation of the collection and shelving units in order to open up the space for floor prep work and the installation of new carpet tiles. Minor repairs are needed on 3 of the 4 campus elevators. Most of the required work has been completed. Zobel will follow up on the fume hood repairs. No updates on the air conditioning unit for A241 were included in Connor's report.

Three bids were obtained with regard to the repair work needed to address the exposed wiring in the tunnel. Action Electric's bid was for \$9,555, Hill's Wiring's bid was for \$9,515 and Shaefer Electric's bid was for \$6,200. Total Electric did not submit a bid. Shaefer was determined to be the lowest qualified bidder.

Motion to award the repair contract to Shaefer Electric for the bid amount of \$6,200 by Geimer, second by Von Asten. Motion carried.

Precision Controls has served as HVAC advisor and contractor for several years. Commission members asked that Zobel and his team seek out quotes from other providers (particularly local companies) for the purpose of evaluating whether Precision Controls remains competitive in their rates.

Wedekind reported that the City of Baraboo will undertake the crack filling and parking lot striping work this summer. The work will be completed on a time and materials basis and undertaken as and when the City is doing this work for their other sites.

Financial Report and Bills

Giese presented the updated balance sheet (copy attached). Motion to accept the financial report by Geimer, second by Giese. Motion carried.

Zobel detailed the campus bills for the month. **Motion by Kolb, second by Von Asten to pay the bills in the amount of \$6,406.17. Motion carried.** Conner is requested to include a total of all bills on his reports in the future; currently supplies are totaled separate from invoices.

Fry asked if there was an update with regard to the invoice for \$301.77 that was not approved last month. At that meeting, Stieve offered to contact the vendor and ask that the charges be waived in light of the maintenance agreement between the campus and the vendor. Stieve was not in attendance so this topic will be carried to next month.

Update on Student Housing

Geimer attended housing meetings on April 21 and May 11. The April 21 meeting was called for the purpose of discussing the April 16 incident. Geimer reported that none of the individuals cited were students of UW. Bluffstone reps downplayed the seriousness of the incident but indicated that they were considering changes to their communication plan.

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Summer leases were discussed at the May 11 meeting. At that time, leases to house 12 from Foremost, 28 from Mastertech, 8 from Blue Green, 12 – 16 from Kalahari and 5 from Rayovac were signed or in process. 19 students have also expressed interest in living in the Villas over the summer. Kolb asked about the summer rentals. Geimer reported that it has been the practice of the operating company to offer leases for summer interns and other seasonal uses but priority is given to students. At this time, 22 students are returning in the fall, there are 26 new leases signed and 7 more are in process.

The housing committee is studying the condition of the volleyball courts. The team is satisfied with the new repair person and has described him as “wonderful”.

Administration Report

McNair and his team are in conversation with Bluffstone, but so far there is not a live-in site manager as required by the operating agreement. Bluffstone representatives requested a face to face visit, but indicated that they could not be on campus until the end of May. Campus representatives have cleared their calendars so as to be available whenever Bluffstone representatives say they can come.

It is finals week. The PTK induction ceremony and celebration was held last Friday. Graduation is Saturday, May 21.

The college is seeking applicants for two positions and asks that members of the commission encourage qualified candidates to apply. The position postings can be found on the college website. They are seeking a full time custodian for the Baraboo campus and the guaranteed consideration period remains open. They are also seeking a regional financial specialist who will serve three campuses. The guaranteed consideration period previously expired, but they are extending the search to broaden the pool of applicants.

The installation of the teaching station and sound system in the science lecture hall is currently underway by Camera Corner. The work is mostly done (having been on hold since last August), but there are a few remaining items, including the replacement of a faulty speaker.

Dean's Report

Clark reported that he has been meeting with area school superintendents and attending the various campus related celebrations.

Next regular meeting date: June 16, 2016, 8:00 a.m.

Motion by Von Aston, second by Kolb to adjourn. Motion carried.

Respectfully submitted;

Renae L. Fry,
Sauk County Administrative Coordinator