

## MINUTES

Baraboo-Sauk County UW Campus Commission Meeting

Thursday, July 7, 2011; 8:30 A.M.

Baraboo/Sauk County UW Campus Executive Dining Rm., located off the Joe Wankerl Cafeteria  
1006 Connie Rd, Baraboo, WI

Members Present: Wedekind, DeMars, Geimer, Giese, Lombard, Kolb and Haugen

Members Absent:

Others Present: Pleger, Armstrong, and Kohlmeyer and Chuck Bongard

Chairperson Wedekind called the meeting to order at 8:35 A.M. and compliance with the Open Meetings Law was verified.

Motion by Kolb, seconded by Geimer to approve the agenda for today's meeting. Motion carried unanimously.

Motion by Wedekind, seconded by Lombard to approve the minutes as corrected of the June 16, 2011 meeting. Motion carried unanimously.

### **Public Comment:**

None

### **Communications:**

None

### **Financial Report:**

A revenue/expense report for the period 1/1/11 to 7/31/11 was distributed by C. Giese, City Clerk-Finance Director, which indicated an unexpended balance of \$107,352.51. \$120,515.69 in the Designated-Capital Equipment Account, and \$41,600.21 in Fund Balance.

### **Maintenance Report, Review and Payment of Bills:**

Pamela Kohlmeyer, Superintendent of Buildings and Grounds, presented the monthly maintenance report and reviewed the list of bills with Commission members. Two additional bills were noted; MSA in the amount of \$ 3,695.35 and Allen Steele in the amount of \$ 52,235.28. Discussion then followed regarding the payment to Baraboo Utilities as to what this amount was for and how the fees are assessed. Wedekind and Armstrong noted these fees were quarterly water bills for four extra lots which are vacant. Commission members concluded this should be looked into further. Motion by Lombard, seconded by Haugen to remove the amount of \$ 199.16 to Baraboo Utilities from this month's bills for payment. The total amount of bills to be approved for payment at this meeting is \$ 62,912.32. Motion by Haugen, seconded by Lombard to approve payment of the bills in a total amount of \$62,912.32. Motion carried unanimously.

Kohlmeyer updated Commission members that Mike Hardy took a look at the bushes and they do have a blight. Commission will have to decide what they want to do. She also noted she is working on getting quotes for the back boilers. She has received on quote with an estimate of \$ 1,100.00.

**Discussion on Air Conditioning Project:**

Chuck Bongard appeared on behalf of MSA and presented a bid tally reports listing contractor and bid amount: Three bids were received with Pointon Heating & Air Conditioning Inc. being the low bid in the amount of \$ 10,288.00. Bongard recommend Pointon. Discussion held with concerns as to the vast difference in bid amounts, past experience with contractors. Motion by Kolb, seconded by Lombard to award the bid to Pointon Heating & Air Conditioning and add a liquidated damage clause of \$ 100.00 per day if job is not completed by August 2, 2011. Motion carried unanimously. (Bid Tally & letter of recommendation from MSA on file).

**Discussion on Construction of Parking Lot & Tennis courts:**

Bongard updated commission members on project.

August 17, 2011 – expect to be substantially complete.

September 2, 2011 - Final completion date.

He advises it seems they will meet these deadlines. Steele is going a good job. A boulder had to remain. It was hauled away but brought back. Armstrong questioned if it would be okay to change the seed in an area on a slope to create a low mow area. Bongard advised it should not be a problem. Kohlmeyer will get information on grass seed. Dean Pleger concerned with any extra fill dirt and that it will be cleaned up. Commission members commented as to how things are moving along and it looks wonderful.

**Dean's Report:**

- If members are able to make time – attend Summerset Festival of the Arts July 28-31 at the UW Campus.
- Enrollment is 2 – 5 % ahead of last year. Looks good!
- Beginning replacement approximately 6 retirees. May need to hire temporary faculty for next year.
- 2013 will be the first year for the BAAS on campus.
- Housing meeting set for July 26; Andrea Lombard will be attending.
- County capital budget same as last year
- Armstrong planning on discussing science studies at the July 26 meeting.
- Dean Pleger will be gone beginning July 8 for two weeks; touring a Scotland campus for students.

**Facilities Planning Report:**

Armstrong noted to commission members the carpeting continues to move along. People who have come through the campus are very happy with the carpet. The commons area should be

done on Monday. Maintenance moved out the computers. CRT monitors are gone and replaced with flat screens on the walls. All areas are progressing along nicely.

**Update on Student Housing:**

Done.

Motion by Kolb, seconded by Geimer to adjourn and set the next, regular meeting to Thursday, August 18, 2011 in the Rodems Room/Admin. Building. Clerk-Secretary DeMars advised commission members she would not be able to attend that date. Commission noted her absence for the August meeting and motion carried unanimously and meeting adjourned at 9:05 A.M.

Respectfully submitted:

Rebecca A. DeMars, County Clerk/Secretary

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