

UW – Baraboo/Sauk County Campus Commission, Lange Center Executive Dining Room
August 15, 2013

Present: Wedekind, Kolb, Geimer, Giese, DeMars, VonAsten
Also Present: Kohlmeyer, Armstrong, Pleger, Schauf, Liebman, Geick, Palm
Absent: Lombard

Chairperson Wedekind called the meeting to order at 8:00 a.m. and certified compliance with the Open Meetings Law.

MOTION (Kolb/Geimer) to approve the agenda. Motion carried unanimously.

MOTION (Geimer/Kolb) to approve the minutes of July 18, 2013. Motion carried unanimously.

Public Comments None.

Communications None.

Financial Report

C. Giese, City Clerk-Finance Director distributed a Revenue/Expenditure Report for the period 1/1/2013 thru today, indicating an unexpended balance of \$ 91,455.64, a Designated Capital Equipment account balance of \$ 26,052.41 and \$ 29,438.59 in Fund balance.

Maintenance Report and Payment of Bills

P. Kohlmeyer presented the monthly report and bills for payment. MOTION (Kolb/Geimer) to approve bills in the amount of \$ 18,672.35. Motion carried unanimously. Kohlmeyer advised she is still working on obtaining quotes on brick and concrete areas needing repairs, some of which are part of the \$16,000.00 approved last month. Chair Wedekind suggested he would contact Bob Cost to come and look at these areas to see what it would cost for city crew.

Discussion and approval of welder for maintenance staff

Kohlmeyer advised Jesse has a need for a welder two or three times per month. He currently uses his own welder on occasion. Discussion involving costs of various welders or renting a welder as needed. At this time; it was decided to not to purchase a welder. Geick suggested having Chair contact Bob Cost.

Update – housing market analysis study and housing planning.

Schauf reported there will be a subgroup meeting next week to review proposals. Armstrong indicated the deadline is today and currently one proposal has been submitted.

Update – science facilities planning

Geick and Schauf provided an overview reporting the City Council met earlier this week on August 13th and approved Bray Associates Architects, Inc. City Attorney Reitz is working on contract and should be final soon. An initial meeting with all parties has begun. Dean Pleger provided a more descriptive clarification of the resolution approving the contract by both city and county. This resolution is on the agenda for consideration and approval to be forward to the August 20th County Board of Supervisors meeting.

Facilities Planning Report

Armstrong reported on the following:

- Boy scouts had an incident on campus last night in which two children and one adult when off the trail and stumbled upon a ground bees nest. Discussion over concerns as to liability and the need for placing signs near nest area. Armstrong noted the area has been flagged, and Liebman advised it is not necessary to place signs per Wi Stats.

- Provided a draft copy of changes to the MOU – Ice Age Trail. Chair Wedekind requested Armstrong to please highlight the changes and bring back next month.
- provided an update on the outdoor arts display at Summerset by local artists. There will be a meeting next week for discussion to have a public art display on campus. Pieces need to be durable, low maintenance, (ie; stainless steel) and the campus will pay for costs, not the commission. Geick mentioned to contact Mayor Palm as he may be interested.
- In the process of updating classrooms/lounge areas by recovering furniture.

**** Consideration of a resolution authorizing agreement with Bray Architects for provision of architectural services including the preparation of construction documents, bidding and construction of a building program to include construction of a new science building and associated remodeling**
MOTION (Giese/Kolb) to approve the resolution and forward to County Board for their consideration at their August 20, 2013 meeting. Motion carried unanimously.

Discussion on 2014 budget:

Armstrong distributed a copy of the 2014 budget he prepared. He indicated the request of \$ 80,000 again from both the city and county as in past years for operating budget expenses and an additional request of \$ 65,000 from both the city and county as requested last year for the science labs/remodel project. MOTION (Geimer/Kolb) to approve the 2014 budget as presented. Motion carried unanimously.

Dean's report

Dean Pleger reported on the following:

- Fall classes beginning soon; busy time with enrollment process.
- State Budget update - \$ 65 million reduction to UW System yet requirement of a mandated pay increase of 1 % and a freeze in tuition costs. We will need to monitor operating expenses and possibly chose significant cuts in these expenses of up to \$ 20,000 or chose to use from our reserves. We are fortunate in that respect as many smaller two year campuses have no reserves.
- Attendance at Summerset event was tremendous. Rough estimate shows an increase from last year's attendance and revenue generated from last year.
- Update on signage for UW Baraboo/Sauk County Campus. DOT will install sign on exit 33 at Portage and the county is pursuing who hit a sign near the campus. Village of Baraboo – Bob DeMars was contacted for assistance in replacing the sign
- Archeology center is up and working. Client base is increasing.
- Update on long term plan for the theatre renovation which is slated for 2019; however, current lighting being used is the original 1968 electrical system and needs work soon. It is too old for repairs and cannot wait until 2019. Estimate cost to replace is \$85,000 - \$ 140,000. The campus and students would pay costs.

Discussion and consideration of committee meeting time

MOTION (VonAsten/Wedekind) to entertain discussion. Supervisor VonAsten submitted his thoughts suggesting changing meetings to evening would allow public more access to attend meetings and he has to take time off from work to attend.

Discussion in opposition of changing time, with members indicating the meeting used to begin at 8:30 A.M.; however, 8:00 A.M. was the beginning time for work days for those employed on the commission and those employed by the campus. 8:00 A.M. has been agreeable and changed in the past from 8:30 A.M.

MOTION (Wedekind/Kolb) to take a vote to move the time of the monthly meeting. Roll Call Vote: AYES: (1) VonAsten, NAYS: (5) Wedekind, Kolb, Giese, Geimer, DeMars ABSENT: (1) Lombard. Motion carried.

MOTION (DeMars/Giese) to adjourn until September 19, 2013 at 8:00 A.M. for the regular meeting. Motion unanimously carried.

Rebecca A. DeMars
Sauk County Clerk/Secretary