

1 **UWWC BOARD OF COMMISSIONERS**

2
3 UWWC, Room 303
4 West Bend, Wisconsin

May 13, 2010
1:00 p.m.

5
6 Present: Richard Bertram, Ralph Hensel, Brenda Jaszewski, Amy Reuteman, Peter Sorce (Alternate),
7 and Tony Turner. Excused: Marilyn Merten and Dean David Nixon.

8
9 Also present: County Board Chairperson Herbert Tennies, Administrative Coordinator Doug Johnson,
10 Deputy County Attorney Christine Ohlis, Assistant Dean Cathi Dziedzic, Facilities Manager Dave
11 Loomans, Paul Price, and UWWC Maintenance Supervisor Jon Etta.

12
13 Chairperson Tennies called the meeting to order at 1:00 p.m. and read the Affidavit of Posting.

14
15 **ELECTION OF OFFICERS**

16 Mr. Sorce nominated Mr. Bertram as Chairperson. Moved by Mr. Hensel, seconded by Mr. Sorce to
17 close nominations and cast a unanimous ballot for Mr. Bertram as Chairperson. Motion carried.

18
19 Mr. Sorce nominated Mr. Hensel as Vice-Chairperson. Moved by Mr. Sorce, seconded by Ms.
20 Jaszewski to close nominations and cast a unanimous ballot for Mr. Hensel as Vice-Chairperson.
21 Motion carried.

22
23 Ms. Reuteman nominated Ms. Jaszewski as Secretary. Moved by Mr. Sorce, seconded by Ms.
24 Reuteman to close nominations and cast a unanimous ballot for Ms. Jaszewski as Secretary. Motion
25 carried.

26
27 **MINUTES**

28 Moved by Mr. Sorce, seconded by Mr. Hensel to approve the April 1, 2010, minutes as presented.
29 Motion carried.

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31 **REVIEW PLANS AND SCHEDULE FOR ALTERNATE SOLUTION TO HVAC PROJECT**
32 **AND AUTHORIZE WORK**

33 *Appearance: John Giorgi, D.E., J & H Heating*

34
35 Mr. Giorgi presented detailed drawings of the piping and duct work for the three multi-zone rooftop
36 units #1, #9, and #10. These units will be connected to the new boilers and J & H will provide
37 Harwood Engineering with all of the required information to connect the piping to the new boilers.
38 Mr. Giorgi feels the piping and ductwork in the theatre area will not require a re-designed ceiling and
39 they should be able to replace the ceiling tiles after the work is complete. Testing is being done to
40 determine if any asbestos abatement will be required. Mr. Giorgi confirmed that all costs associated
41 with this, with the exception of possible asbestos abatement, will not be the responsibility of the
42 County and City. The work will begin May 24 and is scheduled to be complete by the third week in
43 July.

44
45 Moved by Mr. Turner, seconded by Mr. Hensel to accept the plan for replacement of Rooftop Units #1,
46 #9, and #10 as presented from J & H Heating. Motion carried.

47
48 **BOILER REPLACEMENT PROJECT**

49 *Randy Sikkema, P.E., Harwood Engineering*

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2 Mr. Sikkema presented a timeline for the boiler replacement project, as well as bid results. The low
3 bidder was Mechanical Technologies, Inc., located in Green Bay. Ms. Reuteman stated the City will
4 require a building permit for the project.

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6 Moved by Mr. Sorce, seconded by Mr. Hensel to accept the bid of Mechanical Technologies, Inc., in
7 the amount of \$221,257, for the boiler replacement project. Motion carried.

8 9 **2011-2016 CAPITAL IMPROVEMENT PLAN**

10 Mr. Loomans presented the proposed 2011-2016 Capital Improvement Plan for UWWC. For 2011,
11 there are three roof replacement areas, for a total of \$205,000. The amounts for the following years
12 are: 2012 - \$10,000, 2013 through 2016 - \$85,000 per year. Mr. Turner and Ms. Reuteman will
13 present the plan to the City of West Bend and this item will be taken up for final consideration and
14 approval by this Board at the next meeting.

15
16 Moved by Mr. Sorce, seconded by Ms. Jaszewski to accept the report on the 2011-2016 Capital
17 Improvement Plan with final approval to be made at the next meeting. Motion carried.

18 19 **FACILITIES MANAGEMENT BUDGET AND PROJECTS UPDATE**

20 Mr. Loomans presented an update on the 2010 accounts and reported there is a balance of \$83,015 as
21 of May 12, 2010. Moved by Ms. Reuteman, seconded by Mr. Turner to accept the 2010 budget and
22 projects update report. Motion carried.

23 24 **STORMWATER DRAINAGE REPAIRS**

25 Mr. Loomans stated the stormwater drain repair work for the south portion of the campus has been
26 completed at a cost of \$16,314, with only a few areas that will need further minor repair on the east
27 side of the trail.

28
29 The cause of the stormwater drainage problems on the east side of University Drive has not been
30 determined, and County Engineer Scott Schmidt is recommending we work with the City of West
31 Bend's Public Works Department to use their camera to determine if there is any breakage or collapse
32 of the drain. Mr. Loomans will follow up with the City of West Bend and Scott Schmidt on this item.

33 34 **UWWC MAINTENANCE SUPERVISOR PROJECTS UPDATE**

35 Mr. Etta reported summer work will include stripping and re-waxing floors, trimming trees, and other
36 maintenance work. All of the fire maps have been updated and are now in electronic format. Moved
37 by Mr. Sorce, seconded by Mr. Turner to accept the report. Motion carried.

38 39 **FUTURE MEETING DATES**

40 The UWWC Board of Commissioners will tentatively meet at 1:00 p.m. on Thursday, June 17, July 15,
41 and August 12, 2010.

42 43 **ADJOURNMENT**

44 Moved by Mr. Turner, seconded by Ms. Reuteman to adjourn the meeting at 2:05 p.m. Motion carried.
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48 Brenda J. Jaszewski
49 Secretary, UWWC Board of Commissioners