

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50  
51

**WASHINGTON COUNTY  
UWWC BOARD OF COMMISSIONERS**

UWWC, Room 303  
West Bend, Wisconsin

August 12, 2010  
1:00 p.m.

Present: Richard Bertram, Ralph Hensel, Brenda Jaszewski, Marilyn Merten, Interim Dean Paul Price, Amy Reuteman, and Tony Turner.

Also present: County Board Chairperson Herbert Tennes, Administrative Coordinator Doug Johnson, Assistant Dean Cathi Dziedzic, Facilities Manager Dave Loomans, and County Clerk Administrative Assistant Linda Doro.

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

**MINUTES**

Moved by Mr. Turner, seconded by Ms. Merten to approve the July 15, 2010, minutes as presented.  
Motion carried.

**WRAP-UP REPORT ON HVAC ALTERNATE PROJECT**

Mr. Loomans reviewed a punch list of 15 items for the VAV Installation project that need to be addressed by J&H Heating and Johnson Controls. Mr. Johnson reported the due date to complete this project was July 31, 2010. Mr. Loomans reported that since July 31, Mr. Etta has been in contact with J&H Heating daily regarding completion of the project and has received numerous promises from J&H that they'll be on site to do the work and then they don't show up. There also have been several instances with lack of coordination between J&H and Johnson Controls regarding balancing issues. Mr. Johnson presented a draft letter for the Board to consider that he would like to send to J&H Heating and Johnson Controls reminding them of their obligation to complete the project. Moved by Ms. Merten, seconded by Mr. Hensel to authorize the Administrative Coordinator, on behalf the UWWC Board, to send a letter to J&H Heating and Johnson Controls as presented. Motion carried.

**PROGRESS REPORT AND SCHEDULE UPDATE ON BOILER REPLACEMENT PROJECT**

Mr. Johnson presented an updated schedule and Mr. Loomans gave a progress report on the project. Mr. Loomans reported the project will be set back approximately one week due to a delay in delivering the pumps.

**FACILITIES MANAGEMENT 2010 BUDGET AND PROJECTS UPDATE**

Mr. Loomans presented an update on the 2010 accounts, repair expenses over \$500, and 2010 projects budget. Moved by Mr. Hensel, seconded by Ms. Merten to accept the report. Motion carried.

**2011 UWWC FACILITIES BUDGET**

The final 2010 UWWC operating budget was presented as follows:

Tower Rent (Revenue)	(1,740)
Telephone	2,200
Repair & Maintenance	40,200
Contracted Services	61,407
Property & Liability Insurance	<u>61,000</u>
Total Operating Budget	\$163,067

1 The final 2011 UWWC Capital Improvement Program budget was presented as follows:

2	Roof Replacement - (Theater)	55,000
3	Roof Replacement - (Library)	120,000
4	Roof Replacement - (Lecture Hall)	<u>30,000</u>
5	Total Capital Improvement Budget	\$205,000

6

7 Moved by Ms. Jaszewski, seconded by Mr. Turner to approve the 2011 UWWC budget as presented and  
8 forward to the Washington County and City of West Bend Administration departments. Motion carried.

9

10 **UPDATE ON THE CAMPUS**

11 Dr. Price reported applications for admissions are running ahead of last year's enrollment and he  
12 distributed the 2010/2011 Fine Arts and Lecture series schedule.

13

14 **FUTURE MEETING DATES**

15 The UWWC Board of Commissioners will tentatively meet at 1:00 p.m. on Thursday, September 9, 2010.

16

17 **ADJOURNMENT**

18 Moved by Mr. Turner, seconded by Mr. Hensel to adjourn the meeting at 1:44 p.m. Motion carried.

19

20

21

22

Brenda J. Jaszewski  
Secretary, UWWC Board of Commissioners