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**WASHINGTON COUNTY
UWWC BOARD OF COMMISSIONERS**

UWWC, Room 303
West Bend, Wisconsin

October 7, 2010
1:00 p.m.

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

Also present: Administrative Coordinator Doug Johnson, Assistant Dean Cathi Dziedzic, City of West Bend Deputy Clerk Megan Herther, Facilities Manager Dave Loomans, Supervisor Roy Justman, UWWC Maintenance Supervisor Jon Etta, and County Clerk Administrative Assistant Linda Doro.

Chairperson Bertram called the meeting to order and read the Affidavit of Posting.

MINUTES

Moved by Mr. Turner, seconded by Ms. Merten to approve the September 9, 2010, minutes as presented. Motion carried.

PROGRESS REPORT AND SCHEDULE UPDATE ON BOILER REPLACEMENT PROJECT

Randy Sikkema, P.E., Harwood Engineering

Mr. Sikkema reported the project is eight weeks behind the original schedule, but he has been assured by the contractor that the boiler will be installed and providing heat to the building by Wednesday, October 13, 2010. The Committee discussed their concerns with the delay, the impact on the University, and how it is interfering with the HVAC alternate project. Moved by Mr. Hensel, seconded by Mr. Turner to accept the report. Motion carried.

REPORT ON HVAC ALTERNATE PROJECT

Mr. Etta reported all controllers are installed, thermostats have been replaced, and balancing and reprogramming have been completed. JCI has submitted all drawings and controls information to J & H Heating this morning. Manuals and warranties have not yet been received. Mr. Etta stated there are some zones not meeting the set point with balancing and cannot be resolved until the boiler project is completed. Moved by Mr. Turner, seconded by Mr. Hensel to accept the report. Motion carried.

FACILITIES MANAGEMENT 2010 BUDGET AND PROJECTS UPDATE

Mr. Loomans presented an update on the 2010 accounts, repair expenses over \$500, and 2010 projects budget. As of October 5, 2010, there is a balance of \$30,957 in the UWWC operating budget. Moved by Ms. Merten, seconded by Mr. Turner to accept the report. Motion carried.

UWWC MAINTENANCE SUPERVISOR PROJECTS UPDATE

Mr. Etta reported most of his time has been spent on the boiler replacement and HVAC alternate projects. The custodial and maintenance areas are currently at full staff and keeping up with normal general maintenance.

UPDATE ON THE CAMPUS

Dr. Price reported this fall, there is record enrollment with a total of 1,108 students, equaling 803 full-time equivalents (FTE). Last year at this time, there were 763 FTE's.

FUTURE MEETING DATES

The UWWC Board of Commissioners will tentatively meet at 3:30 p.m. on Thursday, November 11, 2010.

1 **ADJOURNMENT**

2 Moved by Mr. Hensel, seconded by Mr. Turner to adjourn the meeting at 1:40 p.m. Motion carried.

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Brenda J. Jaszewski
Secretary, UWWC Board of Commissioners