

**Minutes – Subject to Approval – October 10, 2016**  
University of Wisconsin-Fox Valley Board of Trustees

Trustees Present: Joy Hagen, Tom Snider, George Scherck, Nancy Barker (alternate)  
Others Present: Martin Rudd, Richard Haen, Scott Emmert  
Absent: Kathy Groat, Dan Grady, Kevin Sturn

- 1) Call to Order: Chair Hagen called the meeting to order at 11:02 a.m. Trustee Hagen indicated that Trustee Sturn asked Trustee Grady to attend. She did not know if Trustee Grady was attending.
- 2) Public comment on agenda items: No public comment.
- 3) Approval of Minutes from September 12 meeting: Trustee Scherck motioned to approve the minutes as submitted, seconded by Trustee Snider. Discussion ensued if Trustee Snider should abstain from voting on the motion since he was not present at the last meeting. Further discussion ensued that if they were voting on a potential project or on funding, that Roberts Rules of Order should apply, however since they were voting to approve minutes from the previous meeting, it probably carries less significance in regards to precisely following Roberts Rules of Order, motion carried 4-0 with alternate Barker voting.
- 4) Presentation and Discussion of Bills: The trustees reviewed the invoice summary dated 10/10/16 in the amount of \$16,140.31, general discussion ensued with no additional questions.
- 5) Budget Report: The trustees reviewed report dated October 7, 2016 depicting budget expenditures and balances using Winnebago County's budget line items, general discussion ensued. Haen stated that the report reflected balances through the third quarter and that they would see more than usual activity in the fourth quarter as several repair projects get underway before years' end. Haen also stated that the report does not reflect when Winnebago County pays the property and liability insurance. Haen will look into it and reflect the payment on next month's report.

Report from the Regional Director of Facilities Planning and Management: See below **in bold** for the report submitted to the board of trustees.

**Regional Director of Facilities Report to the Board of Trustees October 10, 2016**

**Summary:**

The campus continues to be in good operation condition as we move into Fall. There is nothing major to report other than we are working on repairing or replacing several items before the onset of Winter. These items have been previously identified in prior reports. Given the report was approaching six pages long, I decided to condense each section and only provide relevant information. *Updates to any section since the October meeting are in blue italics.*

**Budget Preparation for 2017:**

*Operating Budget: On 10/4/16, Martin Rudd and I presented the 2017 operating budget to Outagamie's Finance Committee. The committee approved the operating budget with a 5-0 vote. Next, it will go to the full County Board for approval at the Nov 7 meeting.*

*Capital Improvement Plan (CIP): On 10/4/16, Martin Rudd and I presented the 5-year Capital Improvement Plan to Outagamie's Finance Committee. The CIP will be voted on at the committee's Oct 27 meeting and then forwarded on to the Outagamie County Board for approval at the Nov 7 meeting. The CIP included additional funding for the Library Exterior Wall project and Boiler Replacement project.*

**Old Business:**

*Boiler Project: As stated above, the additional funding for the Boiler Replacement project was presented to Outagamie's Finance Committee on 10/4. On 10/6/16, I presented the same project to Winnebago's Personnel and Finance Committee. The committee approved the project with a 4-0 vote. Next, it will be presented at Winnebago's County Board meeting on Oct 18 with anticipated approval in November.*

*Library Exterior Wall Project: As stated above, the additional funding for the Library Exterior Wall project was presented to Outagamie's Finance Committee on 10/4. On 10/6/16, I presented the same project to Winnebago's Personnel and Finance Committee. The committee approved the project with a 4-0 vote. Next, it will be presented at Winnebago's County Board meeting on Oct 18 with anticipated approval in November.*

In August I had a discussion with a Mr. John Puleo from American Tower Corporation representing Verizon Wireless who owns the tower north of the campus which was acquired in 2008 as part of the property at 1655 University Drive. Even though the current lease doesn't expire until July 2022, His customer, Verizon wants to ensure their ability to retain their site for 20-30 years beyond 2022. We currently receive \$8,640 (split 50/50) annually. In 2018 it increases to \$10,368 annually. *Update 10/10/16, no additional information at this time.*

Informational only. One of the benefits of consolidation with UW Colleges Information Technology department is our ability to tap into resources previously not available. CITS (Central Information Technology Services) received funding approval from UW System to have a mini split air conditioning system installed to cool the switch room located in the basement. There will be no cost to the Counties for this improvement. The room is currently being cooled by a window unit which dispenses hot moist air into the adjacent areas within the basement. Because the window unit runs constantly due to its inefficiency to effectively cool the room, the unit has to be replaced on an annual basis. *Update 10/10/16, Project complete, total costs totaled \$6,859.*

#### **New Business:**

1500 Wing Vestibule: Funding in the amount of \$22,000 was budgeted and approved as capital outlay for 2016. Originally this project was bid with the Exterior Library Wall project. Miron Construction, the overall low bidder reported that the vestibule portion was estimated at \$13,018. Proposals from two different glass and glazing contractors were obtained. Tri City Glass quoted \$2,565; LaForce quoted \$2,842. Obviously a huge difference from Miron's quote. A complete review of both proposals is needed but it's anticipated a professional service contract will be extended to Tri City Glass. It is also anticipated a request will be made to move the balance of the \$22,000 from capital outlay to operating to cover any shortages caused by the unexpected repairs identified in the Projects section below.

Night Safety Walk: The annual Night Safety Walk is scheduled for Monday, Oct 17 at 6:30 pm. Board of Trustee members as well as any County Supervisor or members from the general public are invited to attend the walk with students, faculty and staff from UW-Fox Valley. The purpose of the walk is to identify possible safety hazardous caused by insufficient lighting or overgrown vegetation along with other hazardous that may lead to slips, trips, falls or injury.

#### **Projects:**

*Fire Sprinkler System – Booster Pump: After a thorough review of the three quotes received, USA Fire protection was the low bidder with a quote of \$11,500. A professional service contract will be extended to USA Fire protection.*

*Roof Curb: After a thorough review of the three quotes received, S&S Mechanical was the low bidder with a quote of \$8,000 for the roof top air handling unit and \$3,000 for crane rental. A professional service contract will be extended to S&S Mechanical. A professional service contract will be extended to Tremco Inc. in the amount of \$3,420 to replace the actual curb.*

*Gas Fired Water Heater in CAC: After a thorough review of the three quotes received, S&S Mechanical was the low bidder with a quote of \$7,200 to replace the water heater. A professional service contract will be extended to S&S Mechanical.*

*Air Conditioning Unit in Science Wing: After a thorough review of the three quotes received, Energy Control and Design was the low bidder with a quote of \$12,416 to replace the failed compressor. A professional service contract will be extended to Energy Control and Design.*

Building Control Project: *Update 10/10/16, no additional information at this time.*

Parking Lot Asphalt Repairs and Maintenance: *Update 10/10/16, Striping will have to be looked at next year given this late in the season and limited availability of the parking lots to efficiently perform the striping operation.*

Library Air Conditioning Project: *Update 10/10/16, no additional information at this time.*

Respectfully submitted,  
Richard N. Haen  
Director of Facilities Planning and Management

- 6) Report from the Regional Executive Officer and Dean: See below in **bold** for the report submitted to the Board of Trustees.

### **Regional Dean's Report to Board of Trustees October 2016**

Here are some updates from the Regional Dean's Office.

1. **Chancellor's Awards:** The week before last, Bill Bultman, Jim Eagon and I attended the Chancellor's Awards Presentation at the Pyle Center in Madison to recognize a couple of awardees connected with UWFox.

Firstly, the Chancellor's Friend and Advocate Award was presented to former Winnebago County Supervisor and Chair of the Board of Trustees, Tom Widener. Tom worked closely with Jim Eagon for several years on the Board of Trustees before choosing not to seek reelection in June as a County Supervisor. He was a member of the Trustees that oversaw the creation of the UWFox/Platteville Engineering Building.

Secondly, a Chancellor's Friend and Advocate Award was presented to Rep. Dave Murphy (56<sup>th</sup> District), Chair of the Assembly's Colleges and University Committee. Rep. Murphy has worked closely with UW Colleges and UW-Extension on key pieces of legislation that help students. He authored the College Affordability legislation which provides emergency grants to students in college who experience a financial emergency. He is also a UWFox alum.

There was also a celebration lunch for newly promoted faculty, hosted by Chancellor Sandeen. I had the pleasure of joining Jamie Douglas (Engineering) and Carrie Tirel (Math) in their honor.

2. **UW Colleges and UW-Extension Media Roundtable:** I joined a panel of experts, including Wendy Seegers, for a media event hosted at the East Side YMCA in Green for a roundtable discussion on the issue of opioid abuse in NE Wisconsin. We had print media from Gannett there and two TV stations for the hour long event. These are specifically designed and

targeted to be showcases for the expertise that is contained within the faculty and staff at our institutions and that their expertise is highly relevant to topics of local, regional and national interests.

3. **Preview of Fox Cities Exhibition Center:** You have probably seen the media coverage, on the unveiling of the plans for the Fox Cities Exhibition center. I was invited to attend the event, which was exciting as presented through the eyes of the architects charged with developing the design that was eventually accepted.
4. **Governance Work:** The UW Colleges' governance groups are working through a series of involved and detailed changes to the constitution of the UW Colleges (centered around the regional structure) and the aggressive timeline associated with changes to the post-tenure review policy for all UW System Institutions as determined by the Board of Regents. There are multiple committees working simultaneous on the language, reviews by UW System legal counsel and ultimately (hoped for) approval from campus collegiums (meeting more often than monthly right now) to support the changes.

Respectfully submitted,

Martin 10/06/16

- 7) Future Agenda Items: Trustee Hagen requested that we include an old business and new business section under future agenda items and that the agenda also aligns with the minutes.
  - a) Old Business:
    - i) Cell Tower Agreement
  - b) New Business:
    - i) Board relationship between counties
    - ii) Align agenda with minutes
- 8) Schedule next meeting: Nov 14, 2016, 11:00 a.m., in Room 1706.
- 9) Trustee Snider moved to adjourn the meeting and seconded by Trustee Scherck. No additional discussion, motion carried 3-0. The meeting adjourned at 12:00 p.m.

J. Hagen, Chair; R. Haen, Recorder

