

SAUK COUNTY BOARD OF SUPERVISORS  
NOTICE OF COMMITTEE MEETING  
AGENDA

COMMITTEE: UW - Baraboo/Sauk County Campus Commission

DATE: Thursday, October 17, 2019

TIME: 8:00 AM

PLACE: UW - Baraboo/Sauk County Campus, Executive Dining Room,  
1006 Connie Road, Baraboo, WI

*REASON FOR MEETING:* REGULAR

*ORDER OF BUSINESS:*

1. Call to order and certification of compliance with open meeting law.
2. Approval of agenda.
3. Approval of minutes of previous meeting.
4. Public comment.
5. Communications.
6. Interview candidates to replace Tom Geimer.
  - a. Cheryl Giese
  - b. Matthew Joyce
7. Vote on Tom Geimer replacement.
8. Facilities planning and maintenance report.
9. Financial report and approval of vouchers.
10. Update on student housing.
11. Deans' report.
12. Set next date and time.
13. Adjournment.

*COPIES TO:*

*Committee: Wedekind Kolb Hazard VonAsten Geick Bolin*

*Others: C. Clerk Haggard Palm Vedro Corp. Counsel Zobel Simonds  
Olson Beghin Pinion Crammond Web Liaison News Media Bulletin Boards Janairo*

*DATE NOTICE MAILED: October 14, 2019*

*NOTICE PREPARED BY: Office of the Administrative Coordinator*

Any person who has a qualifying disability that requires the meeting or materials at the meeting to be in an accessible location or format should contact the U.W. Baraboo/Sauk County Campus at \*(608) 355-5200 (same number for TTY) between the hours of 8:00 A.M. and 5:00 P.M., Monday through Friday, exclusive of legal holidays, at least 48 hours in advance of the meeting so that reasonable arrangements can be made to accommodate each request. Website: [www.co.sauk.wi.us](http://www.co.sauk.wi.us)

UW-BARABOO / SAUK COUNTY CAMPUS COMMISSION MINUTES

UW-Baraboo/Sauk County Campus, Executive Dining Room

Baraboo, Wisconsin

Thursday, September 19, 2019

**Members present:** Phil Wedekind, Alene Bolin, Tom Geimer, Tom Kolb, Bryant Hazard, Ed Geick, and Scott Von Asten  
**Members Absent:** Cynthia Haggard  
**Others Present:** Ed Janairo, Peter Vedro, Jesse Arias, John Christensen, Mike Compton, David Olson, and Mike Palm.

Chair Wedekind called the meeting to order at 8:00 a.m. and Compliance with the Open Meeting Law was verified.

MOTION (Kolb/Geick) adopt the agenda. Motion carried unanimously.

MOTION (Hazard/Geick) to approve the minutes of the regular meeting on August 15, 2019. Motion carried unanimously.

**Public Comment:** None.

**Communications:** None.

**Facilities planning and maintenance report:**

Arias, Facilities Director gave the committee an update on proposed projects (report attached).

**Financial report and approval of vouchers.**

Report given by Ed Geick.

MOTION (Kolb/Bolin) to approve the bills in the amount of \$38,500.65. Motion carried unanimously.

**Sauk County outside agency request.**

Discussion was had.

**Discussion and possible approval of detailed 2020 budget.**

MOTION (Geick/Kolb) to approve 2020 budget. Motion carried.

**Discussion and possible approval of budget amendment for \$15,000.**

MOTION (Bolin/Von Asten) to approve budget amendment of \$15,000. Motion carried.

**Consideration of amendment of the bylaws for the University of Wisconsin Baraboo/Sauk County Campus Commission Article 3 Section 1 to remove the requirement that the public member be outside the City of Baraboo.**

MOTION (Kolb/Von Asten) to postpone until September 2020.

**Discussion of Tom Geimer replacement.**

Consideration of citizen member. Introductions, questions, with possible candidates will be placed on October 2020 agenda. Ed will make arrangements.

UW-BARABOO / SAUK COUNTY CAMPUS COMMISSION MINUTES  
UW-Baraboo/Sauk County Campus, Executive Dining Room  
Baraboo, Wisconsin

Thursday, September 19, 2019

**Update on student housing.**

Oral update by Ed Janairo.

**Deans' Report.**

Janairo gave the committee a brief update (report attached).

MOTION (Kolb/Geick) to adjourn until Thursday, October 17, 2019 at 8:00 a.m. Motion carried.

Respectfully Submitted,

Alene Bolin  
Administrative Coordinator

# Cheryl Giese

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E9054 County Road P  
Wisconsin Dells, WI 53965

Phone: 608-358-6220  
Email: cmgigg15@yahoo.com



September 9, 2019

Baraboo/Sauk County Campus Commission  
1006 Connie Road  
Baraboo, WI 53913

With great interest I am submitting my name for consideration as a member of the Campus Commission for the UW-Platteville Baraboo/Sauk County Campus. I recently retired and have the time and interest to serve. I was previously affiliated with the Campus Commission from 1996 to 2018 when I retired from the City of Baraboo. I was proud to have been associated with the Campus during several major building projects including the Lange Center, student housing, and most recently, the science building. The Campus is a major and important asset in Sauk County that I would like to continue to be a part of.

I have resided in Sauk County in the Town of Dellona since moving to the area in 1996. I appreciate your consideration and I look forward to serving with all of you.

A handwritten signature in cursive script that reads "Cheryl Giese".

Cheryl Giese

Begin forwarded message:

**From:** Matthew Joyce <[joyce.matt1@gmail.com](mailto:joyce.matt1@gmail.com)>  
**Date:** August 18, 2019 at 11:57:02 AM CDT  
**To:** [peter.vedro@saukcountywi.gov](mailto:peter.vedro@saukcountywi.gov)  
**Subject:** UW Campus Commission Vacancy

Peter,

Just learned that there recently was a vacancy on the UW Campus Commission after the passing of one of its long term members. I'm contacting you to, first of all, register my strong interest in being added to the list of candidates for the open position. Secondly, I'd like to share some of my background and experience that I can bring to the Commission.

- I've been a lifelong resident of South Central Wisconsin except for four years of service in the Air Force. I was born and raised outside Briggsville in Marquette County, lived for a time in Wisconsin Dells and spent 40+ years with my wife and 4 daughters on the Near Westside of Madison before moving to the Town of Merrimac in 2015.
- I received a Bachelor of Science (BS) Degree from the University of Wisconsin/Madison in 1975 majoring in Agricultural Journalism with a minor in Resource Management/Ecology.
- Part-time employment as an undergrad included serving as Newsletter Editor for overseas faculty, staff and students through the UW International Studies Department.
- Throughout the years, I've remained involved at UW/Madison as guest lecturer in the College of Agriculture and Life Sciences (CALs), the Journalism Department, and the CALs Short Course Program.
- In my role as Communications Director for the Wisconsin Milk Marketing Board/Dairy Farmers of Wisconsin, I worked closely with UW Extension staff and industry groups and counties across Wisconsin to organize and conduct educational training sessions at campus facilities throughout the UW System.

I strongly support the UW System's commitment to making higher education available and accessible to all Wisconsin residents through the local campus program. Not only does the local UW campus here in Baraboo make college affordable and attainable for all Sauk County residents, it also serves as an excellent resource for hosting, sponsoring, and providing meeting spaces for a host of community development programs and services.

Finally, Peter, I would be pleased to have my name added to the list of potential candidates for the UW Campus Commission. Please feel free to contact me with any questions or information you might have about the selection process. My contact information is:

Matthew (Matt) Joyce  
E13882 Devils Doorway Road  
Merrimac, WI 53561  
Cell: 608-444-0688

Email: [joyce.matt!@gmail.com](mailto:joyce.matt!@gmail.com)

All the best,  
Matt

**UW PLATTEVILLE / BARABOO / SAUK COUNTY**

**COMMISSION MAINTENANCE REPORT**

**Jesse Arias, Facilities Director**

**Date: 10/17/19**

**CAPITAL EXPENCES**

Nothing to report

**OUTSTANDING ITEMS**

1. The first stage compressor has gone out on the Theatre A/C unit. This is the first time this unit has had to be replaced. Pointon has been called to do the repairs.
2. Lange Bldg. drainage and sealing work is has been successful. No water intrusion from the building sealing. We are still getting water into the electrical cabinet from the remaining spare electrical conduit. This will be addressed when we replace the cabinet. The conduit will be permanently sealed.

**COMPLETED MAINTENANCE ITEMS**

**General Maintenance**

1. The new white boards have been installed in room
2. The new thresholds have been installed on the Lange Bldg. doors that were affected by the drainage and concrete repairs.

**Grounds and Custodial:**

1. Keeping up with the mowing and landscape work despite the weather.
2. The shampooing of the carpets and upholstery cleaning has been completed

**Preventive Maintenance:**

1. All the snow removal equipment has been serviced and is ready for winter.

**HVAC and Plumbing:**

1. Currently installing the new refrigerant lines on the Theatre office's, A/C unit.



## Finance Department Memorandum

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To: UW Baraboo/Sauk County Campus Commission  
From: Cynthia Haggard, Finance Director,   
Date: October 17, 2019  
Re: September 30, 2019 Financial Highlights

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### Balance Sheet:

Please see the attached Balance Sheets for:

- September 30, 2019 and December 31, 2018
- \$11,825 was moved from Fund Balance to Fund Balance Surplus Applied.

### Income Statement:

Please see the attached Income Statement with comparison to budget for:

- September 30, 2019

### **Revenues**

2019

- Total revenues are at 94.48 percent of budget.
- All appropriations have been collected.
- Interest income of \$431.72 is for January – August
- \$3,100 for Moraine Prairie Project was received as Donations and Contributions

### **Expenditures**

2019

- Total expenditures are 73.11 percent of budget.

**City of Baraboo**  
**UW\_Baraboo/Sauk County Campus Commission**  
**Balance Sheets**  
**September 30, 2019 and December 31, 2018**

<b>Assets</b>	<b>Year to Date</b>	<b>December 31, 2018</b>
Cash	\$ 258,886.19	\$ 223,096.67
Prepaid Expenses	15,565.50	5,480.78
Land	42,287.00	42,287.00
Buildings	15,473,515.53	15,473,515.53
Land Improvements	694,451.33	694,451.33
Machinery & Equipment	118,523.00	118,523.00
<b>Total Assets</b>	<b>\$ 16,603,228.55</b>	<b>\$ 16,557,354.31</b>
<b>Liabilities and Fund Equity</b>		
<b>Liabilities;</b>		
Accounts Payable	\$ -	\$ 1,289.22
<b>Fund Equity:</b>		
Fed/State Investments Assets	500,000.00	500,000.00
County Investment in Assets	5,658,398.93	5,658,398.93
City Investment in Assets	5,658,398.93	5,658,398.93
Contrib in Aid of Construction	4,511,979.00	4,511,979.00
Fund Balance	209,982.45	227,523.18
Non-Spendable Prepaid Expenses	5,480.78	5,480.78
Fund Balance Surplus Applied	11,825.00	-
Assigned_Capital Improvements	-	-
Net Revenue (Expenditures)	47,163.46	(5,715.73)
<b>Total Fund Equity</b>	<b>16,603,228.55</b>	<b>16,556,065.09</b>
<b>Total Liabilities and Fund Equity</b>	<b>\$ 16,603,228.55</b>	<b>\$ 16,557,354.31</b>

**City of Baraboo**  
**UW\_Baraboo/Sauk County Campus Commission**  
**Income Statement with Comparison to Budget**  
**For The Nine Months Ending September 30, 2019**

<b>Revenues:</b>	<b>Current Month</b>	<b>Year to Date</b>	<b>Budget</b>	<b>Percentage of Budget</b>
Appropriations-County	\$ -	\$ 102,500.00	102,500.00	100.00
Appropriations- City	-	102,500.00	102,500.00	100.00
Interest on Investments	-	431.72	800.00	53.97
Rents and Leases	-	1.00	1.00	100.00
Sale of Assets	-	-	-	-
Donations and Contributions	-	3,100.00	3,100.00	100.00
Fund Balance Applied	-	-	11,825.00	-
<b>Total Revenues</b>	<b>-</b>	<b>208,532.72</b>	<b>220,726.00</b>	<b>94.48</b>
<b>Expenditures:</b>				
Social Security	-	72.67	130.00	55.90
Commission Fees	-	950.00	1,600.00	59.38
Professional Services	-	-	15,000.00	-
Telephone	110.09	839.57	1,200.00	69.96
Repair & Maint Serv-Equipment	-	-	-	-
Repair & Maint Serv-Buildings	1,736.50	21,318.68	70,825.00	30.10
Repair & Maint Serv-Facilities	13,667.07	18,920.82	6,100.00	310.18
Travel	-	261.60	220.00	118.91
Repair & Maint Materials	5,594.14	14,010.94	15,000.00	93.41
Other Supplies & Expense	-	181.11	651.00	27.82
Insurance	4,348.25	23,163.87	20,000.00	115.82
Building Improvements	-	81,650.00	90,000.00	90.72
<b>Total Expenditures</b>	<b>25,456.05</b>	<b>161,369.26</b>	<b>220,726.00</b>	<b>73.11</b>
<b>Net Revenues (Expenditures)</b>	<b>\$ (25,456.05)</b>	<b>\$ 47,163.46</b>	<b>\$ -</b>	

**UW-BSC Campus Commission Bills**

**October 2019**

<b>UW-BSC reimbursement</b>	<b>Description</b>	<b>Amount</b>	<b>Invoice Date</b>	<b>Invoice Number</b>	<b>Account Description</b>	<b>Account Number</b>
Menards	Materials to clean fan hood and materials to install brackets for A/C line in the theatre	32.13	09/25/19	76868072528	In-house Repair & Maint Materials	800-80-55600-350-000
Menards	Blinds for directors office in the Library	7.97	10/02/19	32977063133	In-house Repair & Maint Materials	800-80-55600-350-000
Riverside Rentals	Handheld core drill rental to install new A/C lines for the theatre	50.00	09/26/19	66968	In-house Repair & Maint Materials	800-80-55600-350-000
Grainger	Cork insulating tape for ice machine drain line	6.02	09/12/19	9290086025	In-house Repair & Maint Materials	800-80-55600-350-000
Grainger	Weatherproof electrical cover for Science Bldg.	18.80	09/16/19	9293496197	In-house Repair & Maint Materials	800-80-55600-350-000
<b>UW-BSC reimbursement Total</b>		<b>\$ 114.92</b>				

<b>Direct Bill Commission</b>	<b>Description</b>	<b>Amount</b>	<b>Invoice Date</b>	<b>Invoice Number</b>	<b>Account Description</b>	<b>Account Number</b>
CenturyLink	Monthly elevator dialer expense	\$ 109.94	09/17/19	301298969	Telephone	800-80-55600-220-000
Schindler Elevator	Yearly preventative maintenance contract fee	\$ 4,162.68	10/01/19	8105160441	Outsourced Repair & Maint Serv-Buildings	800-80-55600-260-000
Schaefer Electric	Replace 60 Amp breaker for sub panel in for Physics Lab in A Bldg.	492.50	09/20/19	12428	Outsourced Repair & Maint Serv-Buildings	800-80-55600-260-000
Schaefer Electric	Replace 200 Amp breaker for sub panel in Lange Bldg.	3,298.65	09/11/19	12418	Outsourced Repair & Maint Serv-Buildings	800-80-55600-260-000
Schaefer Electric	Trace out circuits for lights and fan in RG Brown Theatre	216.00	09/11/19	12417	Outsourced Repair & Maint Serv-Buildings	800-80-55600-260-000
Schaefer Electric	Install receptacles and new circuit for video classroom	652.45	07/10/19	12320	Outsourced Repair & Maint Serv-Buildings	800-80-55600-260-000
Statz Mechanical	Repair second stage A/C compressor on atrium condenser for Umhoeffer Bldg.	4,897.00	07/23/19	9854	Outsourced Repair & Maint Serv-Buildings	800-80-55600-260-000
Pointon	Repair solenoid valve on Umhoefer Bldg. A/C unit	637.50	05/23/19	000797830000	Outsourced Repair & Maint Serv-Buildings	800-80-55600-260-000

<b>Direct Bill Commission Total</b>	<b>\$ 14,466.72</b>
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<b>Total All</b>	<b>\$ 14,581.64</b>
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