

## **AGENDA**

Board Meeting - Sauk Valley College

President Sabol's Office

October 23, 1967 8:00 p.m.

A. Call to order

B. Roll call

C. Recommended actions:

1. Approval of minutes as submitted
2. Approval of financial statement
3. Approval of monthly budgetary report
4. Approval of current payroll journal
5. Approval of current bills for payment

D. Old business:

1. Fire signal system for Rock Falls center
2. Other old business

E. Dr. Sabol's report:

1. Final fall enrollment figures
2. Status of construction project
3. Installation of sidewalk by building construction students
4. Other items

F. New business:

1. College flag
2. Federal grants for equipment for courses other than vocational-technical

G. Time of next meeting

H. Adjournment

**MINUTES OF REGULAR MEETING**  
**SAUK VALLEY COLLEGE BOARD**

October 23, 1967

Chairman Walder called the regular meeting of the Sauk Valley College Board to order in the office of President Sabol on October 23, 1967, 8:00 P.M.

The secretary called the roll and the following members were present: E. Orval DeWeerth, Peter W. Dillon, Catherine R. Perkins, Kenneth L. Reuter, Clayton R. Schuneman, Gerald S. Stuff, and Warren E. Walder. None were absent.

Mr. Schuneman moved to approve minutes as submitted; Mr. Stuff seconded the motion. The motion carried.

Mr. Schuneman moved to approve the attached financial statement. Mr. Dillon seconded the motion; the motion carried.

Mr. Stuff moved to approve the attached monthly budgetary report. Dr. DeWeerth seconded the motion. The motion carried.

The Board received and placed on file the attached reports of Imprest Fund, Student Loan Fund, Sauk Valley College Book Store, and Student Activity Funds.

Mrs. Perkins moved to approve payment of the payroll journal in amount of \$66,437.72. Mr. Reuter seconded the motion. The secretary called the roll and the following voted 'aye': E. Orval DeWeerth, Peter W. Dillon, Catherine R. Perkins, Kenneth L. Reuter, Clayton R. Schuneman, Gerald S. Stuff, and Warren E. Walder. None voted 'Nay'. The motion carried.

Mr. Reuter moved to approve current bills as listed and attached in these amounts: Educational Fund \$32,989.88, Building Fund \$3,375.93, and Site and Construction Fund \$122,057.26 (including an addition of \$9,425.60 to Walter Lohse for site preparation and seeding). Dr. DeWeerth seconded the motion. The roll was called and the following voted 'aye': E. Orval DeWeerth, Peter W. Dillon, Catherine R. Perkins, Kenneth L. Reuter, Clayton R. Schuneman, Gerald S. Stuff, and Warren E. Walder. None voted 'Nay'. The motion carried.

Dr. DeWeerth moved to hold in abeyance any further action on the fire signal system for the Rock Falls Vocational-Technical center of the College until a directive is received from the State Fire Marshall. Mr. Reuter seconded the motion. The motion carried.

Mr. Dillon moved to approve liquidation of Treasury Bills to net \$120,000. Mr. Reuter seconded the motion. The motion carried.

Dr. Sabol reported the following items as covered by the architects during actual construction as explained to Dr. Sabol by letter and telephone conversation with Mr. Durrant:

- Man on the job every day construction is in progress.

- Structural and mechanical inspection.
- One of the partners of the firm attends progress meetings.
- Approve monthly progress payments.
- \$18,000 'resident inspection' budget item was included in case an on-site project engineer might be required by either State or Federal regulations or for a full-time maintenance engineer who would need to be employed prior to completion of Phase I.

Dr. Sabol reported that the architects, Ladd Construction Company, and McNeill Asphalt Company had inspected the blacktop and reported there was no unusual problem present in the uneven areas.

Dr. Sabol reported that 1175 students had registered for the Fall Term and 22 had currently withdrawn and that a more comprehensive report would follow later.

Dr. Sabol discussed some of the problems that had arisen from the federal "freeze: on funds for construction and their subsequent release for projects already gone to bid, as had ours.

Dr. Sabol reported that students in Building Construction had built 492 feet of concrete sidewalks around the buildings and parking lots as class work and extra time.

Dr. Sabol reported receipt of a covering letter from Gerald Smith, executive secretary of the Illinois Junior College Board, with the attached policies of the Illinois Junior College Board for Public Junior College Building Program Policies and Procedures for Review of Capital Funds Requests for Public Junior Colleges.

The Board discussed the displaying of a College banner and/or flag and the probable costs thereof. Mr. Edison reported that inquiry is being made of such costs.

Dr. Sabol discussed Federal grants that may be had for equipment for teaching aids in humanities, social sciences, physical and biological sciences (not Vocational-Technical equipment) that we will need for second year courses to follow first year courses being taught this year. Fund applications are being welcomed from junior as well as four-year institutions for such equipment on a matching-fund basis through Title VI of the National Education Act of 1965. Applications should be made by November 30, 1967 for action in the Spring of 1968.

The Board discussed the problem of having sufficient matching funds at the time they would be needed and the probable acceptance of applications.

Mr. Reuter moved that the Board approve in principle the application for Federal matching funds for equipment other than Vocational-Technical. Mr. Dillon seconded the motion. The roll was called and the following voted "Aye": E. Orval DeWeerth, Peter W.

Dillon, Catherine R. Perkins, Kenneth L. Reuter, Clayton R. Schuneman, Gerald S. Stuff and Warren E. Walder. None voted "Nay." The motion carried.

The Board discussed billings to high school districts outside the College District for tuition of students from those districts who attend Sauk Valley College.

Board members agreed to make personal calls to administrators in these districts to explain charge-back calculations and answer questions.

**Ashton** - Walder

**Thomson and Fulton** - Sabol

**Oregon and Milledgeville** - Dillon

**Lyndon and Erie** - Perkins

**Manlius** - Schuneman

**Lanark and Chadwick** - Stuff

In response to a previous question about insurance coverage on sprinkler leakage, Mr. Edison reported that the attached information had been received from the Wentsel Agency indicating leakage coverage but also a future decision as to the percentage of coverage desired.

Dr. Sabol announced that arrangements had been made for staff to be present at the Data Processing Center in Dixon for a tour and explanation of the equipment on November 6, 1967, 7:30 P.M. Most of the Board indicated that they could be present.

Mrs. Dillon moved to adjourn to November 13, 1967, 7:30 P.M. at the Rock Falls Technical Campus. Mr. Stuff seconded the motion. The roll was called and the following voted "Aye": E. Orval DeWeerth, Peter W. Dillon, Catherine R. Perkins, Kenneth L. Reuter, Clayton R. Schuneman, Gerald S. Stuff, and Warren E. Walder. None voted "Nay." The motion carried and the meeting adjourned.

**Catherine R. Perkins, Secretary**

ILLINOIS BUILDING AUTHORITY  
CONSTRUCTION BUDGET  
PROJECT NO. 74-97  
HEW NO. 3-5-00006-0

Preliminary Budget 11/10/67

Final Budget \_\_\_\_\_

ency

object Description SAUK VALLEY COLLEGE

cation R. R. #1 - DIXON, ILLINOIS

Planning:

Architectural & Engineering Fees \$ 528,000.00

Consultant Fees 17,138.58

Permit Fees N. A.

Inspection Costs N. A.

Surveys, Maps N. A.

Sundry Planning Costs 10,000.00 \$ 555,138.58

Site Acquisition:

Property Purchases \$ 162,650.00

Appraisals N. A.

Surveys & Maps N. A.

Legal Costs 10,000.00

Negotiation Fees N. A.

Title Information N. A.

Sundry Site Costs N. A. 172,650.00

### Construction:-

Testing	\$ <u>N. A.</u>
Construction	<u>7,985,070.00</u>
Supervision during construction	<u>18,000.00</u>
Site Improvement	<u>824,060.00</u>
Utility Extension	<u>N. A.</u>
Sundry Construction Costs	<u>22,330.00</u>
	<u>8,849,460.00</u>

## Administration:

Supervision during construction	\$	<u>N. A.</u>
Financing		<u>N. A.</u>
Sundry Administrative Costs	<u>12,500.00</u>	<u>12,500.00</u>
Other: (Explain) <u>Site Improvement (Existing)</u>		474,043.47
<u>Architectural Fees On Above.</u>		28,442.61
Contingency: <u>4% (\$8,800,000.00)</u>		<u>352,000.00</u>
<u>Total Project Budget</u>		\$ 10,444,234.66

Less:

\_\_\_\_\_  
Fund \$ \_\_\_\_\_  
\_\_\_\_\_  
Fund \_\_\_\_\_  
\_\_\_\_\_  
Fund \_\_\_\_\_  
Total IBA Bond Proceeds \$ \_\_\_\_\_

SAUK VALLEY COLLEGE  
DIXON, ILLINOIS  
Revised November 10, 1967

EXPLANATION OF BUDGET ITEMS

PLANNING

Architectural and Engineering Fees  
6% x \$8,800,000 = \$528,000.00 (Estimate)

Consultant Fees

Warzyn Engineering Services - Soil Investigation	\$ 1,663.28
Osterburg -Foundation Review	330.80
Testing Engineers - Soil Investigation	2,644.50
Odell-MacConnell - Educational Program	<u>12,500.00</u>
	\$17,138.58 (Actual)

dry Planning Costs

125 sets Contract Documents @ \$80.00 = \$10,000 (Estimate)

PROPERTY ACQUISITION

Property Purchases	
Schuler Property	\$154,000.00
Braver Property	<u>8,650.00</u>
	\$162,650.00 (Actual)
al Costs	10,000.00 (Estimate)

INSTRUCTION

struction	
MBM Estimate	
Building	\$8,664,340.00
Food Service	253,260.00
Fixed Equipment	<u>270,500.00</u>
	\$9,188,100.00
Deductive Alternates	<u>-1,203,030.00</u>
	\$7,985,070.00 (Estimate)

Supervision during construction

if required - \$18,000.00 (Estimate)

Site Improvement

MBM Estimate	\$1,302,060.00
Deductive Alternates	<u>- 478,000.00</u>
	\$ 824,060.00 (Estimate)

try Construction Costs

Electrical Utility Connection \$22,330.00

UK VALLEY COLLEGE

PLAN

ge - 2-

HER

Improvements (Existing)

See attached breakdown

chitectural Fees on above

6% x \$474, 043. 47 = \$28, 442. 61 (Actual)

ntingency:

4% of Construction and Site Improvement = \$343, 612. 00

## SAUK VALLEY COLLEGE

DIXON, ILLINOIS

October 25, 1967

## SITE IMPROVEMENT (EXISTING)

GENERAL

Bob Propheter Construction Co.	\$195,782.30
Grading & Parking	
Lawrence - Earth Moving & Clearing	1,850.00
Midwest Fence - Flagpole & <del>Sewage Fence</del>	178.00
Farm Supply - Fertilizer	236.04
Wayne Feed Supply - Grass Seed & Fence	2,304.80
Schuler - Roadway Repairs	161.82
Floyd Reed - Fence Erector	400.00
Fraza Materials - Concrete for Fence	47.68
Stutzke - Rough & Finish Grading	4,210.80
Ladd Construction Co. - Topping on Roads	69,800.00
Lohse Nursery - Planting & Seeding	9,240.00
	<u>\$284,211.44</u>

MECHANICAL

Propheter Construction Co. - Storm Drainage	\$ 37,329.44
Klein & Heckman - Sewage Plant	32,541.55
	<u>\$ 69,870.99</u>

ELECTRICAL

Engel Electric - Roadway & Parking Lights	\$113,553.50
Engel Electric - Roadway & Parking Lights	6,407.54
	<u>\$119,961.04</u>

TOTAL \$474,043.47

SAUK VALLEY COLLEGE

LIST OF ALTERNATES (DEDUCTIVE)

Revised September 20, 1967  
Revised November 10, 1967

Deduct Lightning Protection System	\$ 28,750
Deduct Emergency Generator	51,300
Deduct Vinyl Asbestos Tile in Labs	25,370
Deduct Planting	65,000
Deduct Parking Lots #8, #9 and #10	175,000
Deduct Recreational Facilities	238,000
Deduct Air conditioning in Gym, Auto Shop, Kitchen	17,400
Deduct Carpeting	155,000
Deduct Bronze Glass	7,200
Deduct bronze finish on aluminum	6,900
Deduct two elevators (#1 and #2)	49,950
Deduct Spray-on Acoustical fiber ceiling	63,200
Deduct Gym and Locker Rooms	<u>544,700</u>
Sub Total	\$1,427,770
Kitchen Equipment (Separate Contract)	<u>253,260</u>
Total	\$1,681,030

bove list approved by Sauk Valley Board on September 18, 1967. See previous  
st for description of work.

OK/kc

November 13, 1967

To: Dr. Sabol  
From: Bob Edison

Re: ADT Protection - Dussler Building, Rock Falls, Illinois

Initial proposal for burglary system (14 doors) and fire alarm system was as follows:

Burglary

Estimated Installation	\$368.00
Annual Maintenance (\$33.08 monthly)	396.96

Fire Alarm

Estimated Installation	600.00
Annual Maintenance (\$37.97 monthly)	455.64

Subsequent to discussions with Mr. Castendyck, Mr. Maynard, Mr. Harris of the ADT Company, Mr. Roberts, and myself, there appeared to be some serious questions relative to the necessity of a burglary system on the building windows. In addition to this question, the ADT Company wanted a minimum contract of five (5) years. I have discussed this contract with them and they will now accept a minimum period of two years.

I asked Mr. Harris (ADT) to inspect the building once more relative to windows and to price this installation. The price would be \$46.00 per window for complete protection plus maintenance of \$1.59 per window per month, and \$23.00 per window for contact protection on movable portions only and maintenance of \$.84 per month per window.

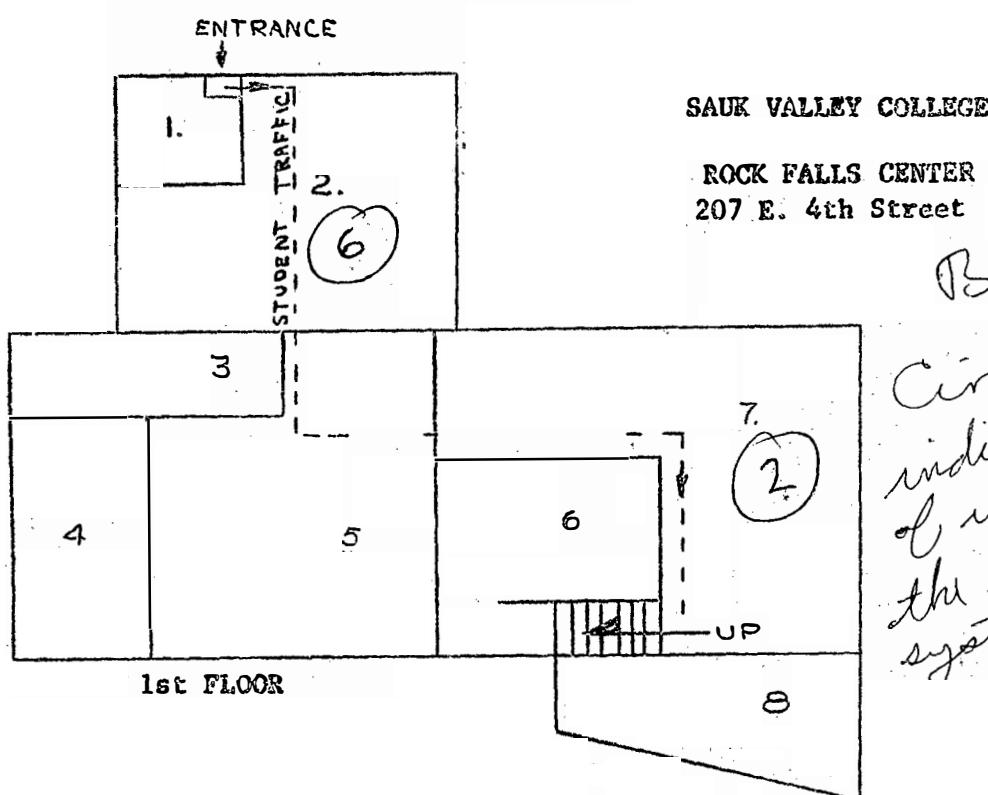
Mr. Roberts recommends that we install contact protection on 20 windows as indicated on the attached outline.

Were Mr. Roberts suggestion accepted the costs would be as follows:

Installation on 14 doors	368.00
Installation on contacts for 20 windows @ 23.00	460.00
	<u>828.00</u>

Annual maintenance on 20 windows @ 84¢ month	201.60
Annual maintenance on doors @ 33.08 monthly	396.90
Annual maintenance cost for minimum of 2 years	<u>598.50</u>

Needed: Board recommendation to proceed.....

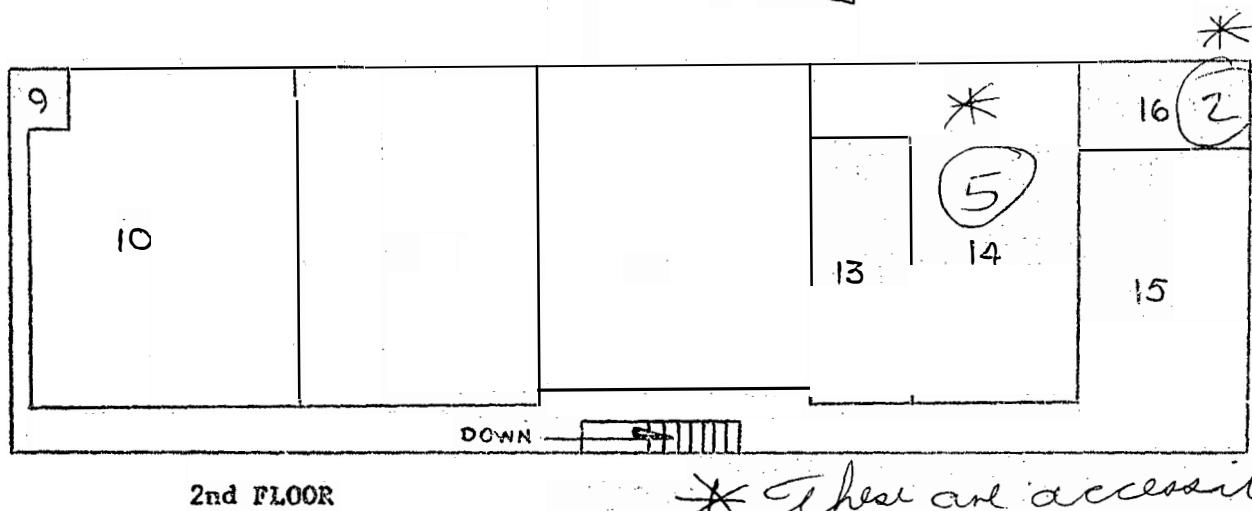


SAUK VALLEY COLLEGE

ROCK FALLS CENTER  
207 E. 4th Street

(1-10-67)

Bob,  
Circled numbers  
indicate the number  
of windows that need  
the security alarm  
system.



LEGEND

\* These are accessible  
from a roof.

- 1. DIRECTOR'S OFFICE
- 2. AUTO LAB
- 3. FACULTY OFFICES
- 4. ROOM
- 5. BUILDING CONST. LAB.
- 6. PHYSICAL TESTING LAB
- 7. MANUFACTURING PROCESSES LAB
- 8. CIVIL TECHNOLOGY LAB.
- 9. REST ROOM
- 10. GENERAL DRAFT. LAB.
- 11. ARCH. DRAFTING LAB.
- 12. LECTURE ROOM
- 13. CHASSIS LAB.
- 14. ELECTRONICS LAB.
- 15. METALLURGICAL LAB.
- 16. ELECTRONIC STORAGE

$$20 \text{ e } 23 = 460. + 368 = 828.00$$

$$20 \text{ e } 84 \text{ f. mo} = 16.80 + 33.08 = 49.88 \text{ monthly}$$

SAUK VALLEY COLLEGE

SICK LEAVE POLICY

Sick Leave shall accrue to all full time staff members at the rate of 10 days per fiscal year. At the time of the initial employment the Sick Leave shall accrue as of the effective date of the first full month of employment and shall terminate as of June 30th of that fiscal year.

Sick Leave shall be credited to each employee at the beginning of each fiscal year so that the accumulated unused Sick Leave from prior periods plus the credit for the current fiscal year will be the total amount of Sick Leave benefits available to that employee through the period ending on the following June 30th.

Sick Leave may be accumulated without limit. Sick Leave charges will be deemed to be the result of the personal sickness of the employee involved, sickness in their immediate family which creates the necessity of the employee remaining away from their place of employment, and personal bereavement related to an immediate member of their family.

The following procedure has the effect of crediting the employee with a loaned sick leave benefit which must be repaid to the college through full time employment during the fiscal year. Should service terminate after this banked credit has been charged by the employee due to illness, the unearned portion of the sick leave charged must be considered as a debt to be repaid the college by deduction from the final salary payment.

# KINNEY EXCAVATING CO.

P. O. BOX 120

STERLING, ILLINOIS 61081

ADDRESS:  
ISLAND

AREA CODE 815  
PHONE 625-1574

October 24, 1967

Robert Edison, Controller  
Rock Valley College  
Central Route 1  
Arlington, Illinois 61021

Dear Mr. Edison:

The following is our 1967 rate for snow removing equipment.

5 yd. truck with plow attached - \$10.50 per hr.

Blade - \$13.50 per hr.

Cat for loading - \$15.00 per hr.

Hough with snow plow - \$15.00 per hr.

Tandem truck hauling - \$12.50 per hr.

5 yd. truck hauling - \$9.50 per hr.

Snow blower (This is attached to the hough or cat)  
blower with cat or hough - \$20.00 per hr.

If there is a light snow, either the blade or the 5 yd. truck with plow attached is sufficient in removing the snow. The snow blower is used in heavy snow fall in either blowing the snow from the road, or blowing the snow into trucks for removal from the site.

If there is any further information that you might need, feel free to call us.

Sincerely yours,

Marlin M. Kinney  
Marlin M. Kinney  
Kinney Excavating Co.

Received by  
overdue file

JK/ewb

# KINNEY EXCAVATING CO.

P. O. BOX 120

STERLING, ILLINOIS 61081

ADDRESS:  
ISLAND

AREA CODE 815  
PHONE 625-1574

October 26, 1967

Mr. Robert Edison, Controller  
Sauk Valley College  
Rural Route 1  
Dixon, Illinois

Dear Mr. Edison:

We would be able to have the College road cleared from snow by 7:30 in the morning and the parking areas would either be cleared at the same time or immediately after the road is cleared. This would depend on the amount of snow fall, whether it would have to be hauled away would be the determining factor.

Overtime is charged on the man's wages only, or one-half of time and one-half, as the original hourly rate is charged in the machine hourly rate.

Engineers - \$4.64 per hr.

Truckers:

5 yd. - \$3.72  
10 yd. - \$3.84

Sundays and holidays would be double time or:

Engineers - \$6.18 per hr.

Truckers:

5 yd. - \$4.95  
10 yd. - \$5.12

Thank you.

Sincerely yours,

*Marlin M. Kinney*

Marlin M. Kinney  
Kinney Excavating Co.  
eb

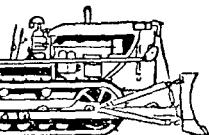
# V. H. LAWRENCE & SONS INC.

BULL DOZING — EARTH MOVING — GRADING — SNOW PLOWING

P.O. Box 370  
2910 — R.R. #1 — U.S. ROUTE 30 WEST

ROCK FALLS, ILLINOIS 61071

October 24, 1967



Sauk Valley College

RR #1

Dixon, Illinois 61021

Atten. Mr. R. Edison, Controller

Dear Sir:

We propose the following regarding Snow Removal for the 1967-68 season.

We will plow the main entrance road and the parking lot in front of the main office building by 7:30 A.M., and continue with the other parking lots as we can until they are all plowed.

We propose to do this work with one or more of the following machines as deemed necessary:

660 Motor Grader with snow wing	@	\$22.00 per hour
550 Motor Grader	@	\$17.00 per hour
HD-12 G Endloader	@	\$25.00 per hour
D-Pull with V Plow	@	\$22.00 per hour
3414 Tractor Endloader with blade	@	\$12.50 per hour

These rates are standard hourly rates for machine, fuel and operator. For all time worked prior to 8:00 A.M. and after 4:30 P.M. and Saturday, add \$3.00 per hour for overtime. If work is on Sunday or a Holiday add \$6.00 per hour for overtime.

Very truly yours,

V.H. Lawrence & Sons Inc.

P.O. Box 370

Rock Falls, Illinois 61071