

Wisconsin Indianhead Technical College  
Board Proceedings  
April 17, 2018

The regular meeting of the Wisconsin Indianhead Technical College Board was held on Tuesday, April 17, 2018, at 8:00 a.m., at the WITC-Administrative Office, located at 505 Pine Ridge Drive, Shell Lake, WI. Due to inclement weather on Monday, April 16, the meeting was rescheduled on April 17 and the meeting location was changed from Superior to Shell Lake. Wisline telephone technology was utilized for this meeting.

**CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM**

Chairperson, Troy Lambert, called the meeting to order at 8:05 a.m. with the following Board members present: Andy Albarado, James Beistle, Lorraine C. Laberee, Troy Lambert, and Josh Robinson. *Note: Andy Albarado, James Beistle, Lorraine C. Laberee, Troy Lambert, and Josh Robinson joined the meeting via a Wisline telephone conference. A quorum was established. Chris Fitzgerald, Lara Frasier, Brett Gerber, and Janelle Gruetzmacher provided notice that they would not be in attendance at this meeting.*

The following WITC employees were in attendance during the meeting: Steve Decker, Kim Olson, and John Will.

**OPEN MEETING**

Kim Olson, Executive Assistant to the President and Board, read the following open-meeting statement: "The April 17, 2018, meeting of the Wisconsin Indianhead Technical College Board, and all other meetings of this Board, are open to the public and in compliance with state statutes. Notice of the meeting was sent to the press on April 15, 2018, in an attempt to make the general public of Wisconsin aware of the time, place, and agenda of the meeting."

**APPROVAL OF AGENDA**

Chairperson Lambert, reserved the right to modify the order of the agenda to accommodate persons making presentations, live or via technology.

Lori Laberee moved, seconded by James Beistle, to approve the agenda. Upon a unanimous vote of all members present, motion carried.

James Beistle moved, seconded by Josh Robinson, to authorize and approve Andy Albarado as interim Board Secretary to sign College documents at this meeting in the absence of Board Secretary Gerber. Upon a unanimous vote of all members present, motion carried.

**AUDIENCE RECOGNITION ANNOUNCEMENT**

Time was reserved for Chair Lambert to recognize people in the audience if needed. The Audience Recognition Board policy (II.L.) was included in the Board book as a reference.

**EXECUTIVE SESSION**

Chairperson, Troy Lambert, requested a motion for the Board to convene into executive session under the provisions of Wisconsin Statutes §19.85(1)(c)(e)(f) and §118.22 for the purpose of considering Final Notice of Non-Renewal of Personnel for 2018-2019, Bargaining Environment and Strategies, and Employment, Promotion, Compensation, and Performance Evaluations.

Lori Laberee moved, seconded by James Beistle, to convene into executive session in accordance with Wisconsin Statutes §19.85(1)(c)(e)(f) and §118.22 for the purposes noted in the preceding paragraph. Chair Lambert announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (5-0).

Chairperson Lambert, called the executive session to order at 8:08 a.m. with the following Board members present: Andy Albarado, James Beistle, Lorraine C. Laberee, Troy Lambert, and Josh Robinson. *Note: Andy Albarado, James Beistle, Lorraine C. Laberee, Troy Lambert, and Josh Robinson joined the meeting via a Wisline telephone conference. A quorum was established. Chris Fitzgerald, Lara Frasier, Brett Gerber, and Janelle Gruetzmacher provided notice that they would not be in attendance at this meeting.*

The following WITC employees were in attendance during executive session: Steve Decker, Kim Olson, and John Will.

#### Approval of the March 19, 2018, Executive Meeting Minutes

James Beistle moved, seconded by Lori Laberee, to approve the executive meeting minutes as printed. Upon a unanimous vote of all members present, motion carried.

Any action to be taken on matters discussed in Executive Session will be considered in open session under "Other Items Requiring Board Action".

James Beistle moved, seconded by Andy Albarado, to adjourn the Executive Session and reconvene back into the regular Board meeting. Upon a roll-call vote, all members present voted yes; motion carried (5-0) and the executive session adjourned at 8:13 a.m.

### OPEN SESSION RECONVENED

#### MEETING MINUTES

##### 1. Approval of the March 19, 2018, Regular Meeting Minutes

Lori Laberee moved, seconded by Josh Robinson, to approve the meeting minutes as printed. Upon a unanimous vote of all members present, motion carried. The signed contract listing and resolution from the March meeting were attached to the official minutes.

##### 2. Acceptance of the March 19, 2018, Board's Subcommittee on the President's Evaluation Process Meeting Minutes

Josh Robinson moved, seconded by Lori Laberee, to approve the subcommittee meeting minutes as printed. Upon a unanimous vote of all members present, motion carried.

#### CONSENT AGENDA

Chairperson Lambert asked if there were any items to be pulled off the Consent Agenda and acted on separately; however, there were none.

Lori Laberee moved, seconded by James Beistle, to approve the Consent Agenda. Upon a roll-call vote, all members present voted yes; motion carried (5-0).

##### 1. Personnel:

- A. **New Hire:** Joshua Arthaud, Custodian, Custodian; \$16.04/hour, New Richmond, effective March 22, 2018.
- B. **Resignation:** Chaudette Miller, Divisional Dean, Nursing and Allied Health, Superior; effective April 2, 2018.
- C. **Resignation:** Julie Ruud, Bursar, Shell Lake; effective September 5, 2018. *Note: Administration recommends waiving the six-month notification requirement.*

*President Will noted that Ms. Ruud served 26 years. The Board expressed its appreciation for this service to the College.*

##### 2. Contracts

The contract listing was approved (see attached list).

3. Financial/Cash Position Report  
The College's Financial and Cash Position Report, as of last month, was approved.
4. Approval of Bills  
Expenditures and revenue from the budget, covering check numbers 235186 through 235958 and electronic transfer payments totaling \$5,064,014.07 were approved.
5. Bids/Purchases
  - A. **Remodeling – New Richmond:** The Board accepted the low bid received for Project No. 17063-3 & 4 from Miron Construction Co., Inc. of Neenah, WI, as summarized on the bid tabulation document for the project base bid and alternates 1, 2, 3, 4, 5, and 6 for the remodeling at the New Richmond Campus. The total award for this remodel project is \$1,744,713 including \$1,403,520 from the base bid and \$341,193 from the alternates. Included in the base bid was the WTCS approved IT Classroom and Admin remodeling project of \$1,073,460 and the WTCS approved Trades Area remodeling project of \$671,253.
  - B. **Plumbing and HVAC Maintenance – Superior:** The Board accepted the low bid received for Project No. 17063-2 & 7 from Max Gray Construction of Hibbing, MN, as summarized on the bid tabulation document for the project base bid and alternates 1, 2, and 5 for the maintenance project at the Superior Campus. In addition, administration recommended and the Board approved rejecting the bid received for alternate 2. The total award for this maintenance project is \$557,300 including \$484,900 from the base bid and \$72,400 from the alternates.
  - C. **Exterior Maintenance – Superior:** The Board accepted the low bid received for Project No. 17063-1 from Max Gray Construction of Hibbing, MN, as summarized on the bid tabulation document for the project base bid and alternates 1, 3, 5 and 7 for the exterior maintenance project at the Superior Campus. In addition, administration recommended and the Board approved rejecting the bids received for alternates 2, 4, and 6. The total award for this maintenance project is \$1,533,800 including \$1,371,000 from the base bid and \$162,800 from the alternates.
  - D. **Reject Help Desk Ticketing System RFP - Collegewide:** The Board rejected all proposals received for the help desk ticketing system as presented.
  - E. **Rotary Table - Superior:** The Board approved a rotary table in the total amount of \$30,880 from Productivity, Inc. of Plymouth, MN. The table was over the approved budget. The table is for the Machine Tool Technician Program at the Superior Campus.
  - F. **Rotary Table - Superior:** The Board approved a rotary table in the total amount of \$19,450 from Concept Machine Tools of Minneapolis, MN. The table was over the approved budget. The table is for the Machine Tool Technician Program at the Superior Campus.
  - G. **Virtualization Server - Ashland:** The Board approved a virtualization server in the total amount of \$10,300 from CDWG, Inc. of Vernon Hills, IL, under National Joint Powers Alliance (NJPA) contract #100614-CDW. The server was over the approved budget. The server is for the IT-Systems Administration Specialist Program at the Ashland Campus.
  - H. **Storage Cabinet – Rice Lake:** The Board approved a storage cabinet in the total amount of \$5,807 from Global Industrial of Port Washington, NY. The storage cabinet was over the approved budget. The cabinet is for the Automotive Technician Program at the Rice Lake Campus.

- I. **Angle Dresser – New Richmond:** The Board approved an angle dresser in the total amount of \$2,912 from Suburban Tool Inc. of Auburn Hills, MI. The angle dresser was over the approved budget. The angle dresser is for the Machine Tooling Technics Program at the New Richmond Campus.
- J. **Personal Protective Equipment – New Richmond:** The Board gave approval of personal protective equipment in the total amount of \$10,942 from Jefferson Fire of Middleton, WI. The protective equipment was over the approved budget. The personal protective equipment is for the Fire Training Program at the New Richmond Campus.
- K. **Thermal Imaging Camera – New Richmond:** The Board gave approval of a thermal imaging camera in the total amount of \$8,849 from 5 Alarm of Delafield, WI. The camera was over the approved budget. The camera is for the Fire Training Program at the New Richmond Campus.
- L. **Panelview Trainer – New Richmond:** The Board gave approval of a Panelview trainer in the total amount of \$9,266 from Werner Electric of Cottage Grove, MN. The trainer was over the approved budget. The trainer is for the Automation for Industrial Systems Program at the New Richmond Campus.
- M. **Multimedia Desks – Rice Lake:** The Board gave approval of three multimedia desks in the total amount of \$4,161 from AlphaVideo of Eden Prairie, MN. The desks were over the approved budget. The desks are for the Conference Center at the Rice Lake Campus.

**OTHER ITEMS REQUIRING BOARD ACTION**

1. Action to be Considered on Matters Discussed in Executive Session

Time was reserved for the Board to consider action to be taken on matters discussed in Executive Session, if appropriate.

A. **Approval of Final Notice of Non-Renewal of Personnel for 2018-2019**

Time was reserved for the Board to consider action on this item.

Josh Robinson moved, seconded by Andy Albarado, to approve the Final Notice of Non-Renewal of Personnel for 2018-2019 for three individuals recommended in Executive Session. Upon a unanimous vote of all members present, motion carried.

2. Approval of Faculty and Manager Intent to Renew

President Will requested Board approval for the issuance of 2018-2019 intent to employ letters to managers and faculty members. Faculty letters of intent are required according to Wisconsin Statute §118.22. The faculty list and the manager list were included for the Board's information.

Josh Robinson moved, seconded by James Beistle, to approve the faculty and manager intent to renew as presented. Upon a unanimous vote of all members present, motion carried.

3. Approval of Resolution 18-09. Awarding the Sale of the \$3,750,000 General Obligation Promissory Notes for Series 2018A

The sale of the \$3,750,000 promissory notes closed at 10:00 a.m. on Monday, April 16, 2018. President Will presented Resolution 18-09 (see attached) and the results of the bid to the Board at the meeting. Based on the bid results received from 4 bidders, President Will recommended the lowest bid from BOK Financial Securities, Inc. of Dallas, TX, at 2.31%, for the Board's approval. The borrowing will be used for remodeling and improvement projects throughout the district and for the purchase of movable equipment. An Official Statement was also provided for the Board's information.

James Beistle moved, seconded by Lori Laberee, to approve the Resolution 18-09, Awarding the Sale of the \$3,750,000 General Obligation Promissory Notes for Series 2018A as presented. Upon a roll-call vote, all members present voted yes; motion carried (5-0).

4. Approval of Resolution 18-10, Authorizing the Sale of the \$1,500,000 in General Obligation Promissory Notes for Series 2018B of the Wisconsin Indianhead Technical College District, Wisconsin, and Setting the Sale Thereof

President Will recommended approval of Resolution 18-10 (see attached), presented to the Board with the intent to borrow \$1,500,000 in aggregate for the building remodeling and improvement projects throughout the district. Bids will be presented to the Board at the May 21, 2018, meeting for consideration. *Recommendations for WITC District Shell Lake, Wisconsin \$1,500,000 General Obligation Promissory Notes, Series 2018B* was also provided as additional supporting documentation. This authorization will be published within 10 days after the Board meeting.

Lori Laberee moved, seconded by Andy Albarado, to approve the Resolution 18-10, Authorizing the Sale of the \$1,500,000 in General Obligation Promissory Notes for Series 2018B of the Wisconsin Indianhead Technical College District, Wisconsin, and Setting the Sale Thereof as presented. Upon a roll-call vote, all members present voted yes; motion carried (5-0).

5. Approval of Board's Subcommittee on the President's Evaluation Process Recommendations

The Board's Subcommittee on the President's Evaluation Process recommended Board approval of the noted changes in the following evaluation documents: President's Evaluation Process, WITC Board Evaluation of the President Form, and Monitoring Schedule as presented. The key changes included giving Board members ten days to submit their evaluation forms to the Vice Chair to compile, giving the Vice Chair one week prior to the June meeting to provide the compiled results to the Board, as well as the addition of a brief description for each item on the evaluation form to help Board members know what they are evaluating. The procedures and monitoring schedule were aligned with those changes along with some minor language changes. Kudos were given to Vice Chair Robinson and Ms. Olson for their work on the subcommittee. President Will will provide information from legal counsel regarding the President's evaluation materials at the May meeting.

Lori Laberee moved, seconded by James Beistle, to approve the President's Evaluation Process documents as presented. Upon a unanimous vote of all members present, motion carried.

6. Approval of Revised Administrative Policy J-128 – Adult and Continuing Education Aidable and Non-Aidable Course Fees

The course fee amount of \$134.20 per credit for adult and continuing education for 2018-19 and an out-of-state tuition fee of \$201.30 per credit, reflected a 1.5% increase that was approved by the Wisconsin Technical College System State Board. In addition, the minimum vocational adult nonaidable course fee, which was set by WITC, was recommended to increase \$10 to \$180 per credit for 2018-19. Administration recommended final Board approval of the policy.

Lori Laberee moved, seconded by James Beistle, to approve revised Administrative Policy J-128 – Adult and Continuing Education Aidable and Non-Aidable Course Fees as presented. Upon a roll-call vote, all members present voted yes; motion carried (5-0).

7. Approval of Revised Administrative Policy J-242 – Student Fees

The State Board established a student fee rate for 2018-19. The program fee will increase to \$134.20 per credit and an out-of-state tuition fee will increase to \$201.30 per credit. The state changes have been incorporated into the policy. Administration recommended final Board approval of the policy.

James Beistle moved, seconded by Josh Robinson, to approve revised Administrative Policy J-242 – Student Fees as presented. Upon a roll-call vote, all members present voted yes; motion carried (5-0).

8. Approval of Revised Administrative Addendum D-450A ADD - Contracting Rates 2018-2019  
The Wisconsin Technical College System established the fee for compulsory school attendance under s. 118.51(1) Wis. Stats. and the fee has been incorporated in the policy. Administration recommended approval of the contracting rates addendum (D-450A ADD) for fiscal year 2019. Administration also recommended \$5.00 increases to rate minimums the College will charge for contracts with business and industry.

Josh Robinson moved, seconded by Lori Laberee, to approve revised Administrative Addendum D-450A ADD - Contracting Rates 2018-2019 as presented. Upon a roll-call vote, all members present voted yes; motion carried (5-0).

### CORRESPONDENCE AND INFORMATION

1. Meeting Information Sharing

Time was reserved for Board members to report on any meetings they attended.

- A. **Higher Learning Commission Annual Meeting Update**

Time was reserved for an update from those who attended the Higher Learning Commission Annual Meeting – Presidents Program on Saturday, April 7, 2018, in Chicago, IL. This item was postponed and will be brought back in May.

- B. **Wisconsin Technical College District Boards Association Meeting Update**

Time was reserved for an update from those who attended the District Boards Association on April 12-14, 2018, in Fennimore, WI. This item was postponed and will be brought back in May.

2. Travel Sign Up

- A. **Board Events Schedule**

Time was reserved for Board members to update administration on their plans for upcoming Board events. A copy of the *Board Events Schedule* was provided in the Board book. Chair Lambert requested that the Board report any changes on the *Board Events Schedule* to Ms. Olson. Links to state and national Board meetings and events were included in the Board book.

3. Monitoring Schedule Review and Updates

- A. **Monitoring Schedule**

Time was reserved to review and update the Board Monitoring Schedule as needed. No additional action was requested as the subcommittee's recommended changes to the Monitoring Schedule were approved under Other Items Requiring Board Action and those changes will be made for the next Board meeting.

- B. **Review Monitoring Schedule for Next Fiscal Year (FY19) for Approval in July**

Time was reserved for the Board to review the Monitoring Schedule for FY19 as it related to recommendations for changes/additions. Minor updates noted in blue text were recommended by administration. The schedule will be brought to the May and June meetings for further discussion, and final approval will be requested at the Board's annual organizational meeting in July.

- C. **Consider Nominations for 2018 ACCT Leadership Awards**

Time was reserved for the Board to consider nominations for the ACCT Leadership Awards. Last month, President Will was nominated for the Chief Executive Officer award. President Will will bring back a faculty member nomination from the President's Cabinet

at the May meeting. Time was reserved for any additional nominations; however, there were none. Nominations must be received by Monday, June 18, 2018, utilizing the procedures outlined in the brochure provided from ACCT's website. The awards include: Trustee Leadership, Equity, Chief Executive Officer, Faculty Member, and Professional Board Staff Member.

4. President's Updates:

A. **Upcoming Events Schedule**

Upcoming event information is located on the WITC website.

B. **Enrollment Update**

An Enrollment Funnel Report and a Cognos Report were provided for the Board's information.

C. **2018-2021 Strategic Planning Update**

A Strategic Planning (2018-2021) Input Survey Results reference was provided for the Board's information. There were 350 responses. A TOWS analysis was used to develop a preliminary set of strategies. A Strategic Planning Summit is scheduled on Tuesday, April 24, in Rice Lake. A draft plan will be brought back to the May Board meeting.

D. **University Council for Workforce and Human Resource Education Presentation Update**

President Will presented during the University Council for Workforce and Human Resource Education webinar on March 22, 2018.

5. Legislative Updates

Time was reserved for legislative updates; however, there were none. Representative Milroy was planning to attend the April 16 Board meeting before it was canceled due to inclement weather.

6. 2018 TECh (Technical Education Champion) Award Nomination

TECh Award information was provided for the Board. The award recognizes an individual or organization for outstanding contributions to a local technical college district and/or the Technical College System. This year's award is scheduled for presentation at the summer 2018 District Board's Association meeting in Green Bay, WI. Nominations should address all five criteria areas and must be received at the District Boards Association Office by Tuesday, May 1, 2018. President Will provided a recommendation for Chase Lapcinski of PUSH, Inc., from the President's Cabinet for the Board's consideration.

Andy Albarado moved, seconded by James Beistle to nominate Chase Lapcinski of PUSH, Inc. for the 2018 Technical Education Champions (TECh) Award. Upon a unanimous vote of all members present, motion carried.

Ms. Olson will submit the materials for this award to the District Boards Association.

7. 2018 Board Appointment Update

The following were appointed by the County Board Chairs or their designees (Board Appointment Committee) at the Board Appointment Hearing/Committee meeting on Wednesday, March 28, 2018, for three-year terms effective July 1, 2018 – June 30, 2021, pending state Board approval on May 8, 2018: 1) Troy Lambert - Employee member, representing Region 1 (Douglas County), and 2) Josh Robinson - School District Administrator member, representing the district. President Will thanked Mr. Lambert and Mr. Robinson for reapplying.

A second Board Appointment hearing/committee meeting will tentatively be held in early August for a female Employer member, representing Region 6 (St. Croix County). Following the recent elections, administration is waiting for the St. Croix County Board Chair to be selected before confirming the WITC Board Appointment Committee hearing/committee meeting date.

8. Student Updates and News

A. **WITC Students Compete in Wisconsin Dells**

Students from WITC's Agricultural Power and Equipment Technician program traveled to Wisconsin Dells to demonstrate their skills during the annual Wisconsin Postsecondary Agriculture Student competitions. WITC scored well against the other 31 teams, taking home a first place award in the college bowl competition. An *Amery Free Press* article was provided.

B. **WITC Students Place Third in Statewide Healthcare Case Competition**

A team of WITC students placed third and won \$1,000 at the Interprofessional Healthcare Case Competition organized by Wisconsin Area Health Education Centers in Wisconsin Dells. Northwest Wisconsin AHEC recruited and supported the WITC-Ashland team designed to show students the complexity of the healthcare delivery system and the need for collaboration between different healthcare professionals. An *Iron River, The Connection* article was provided.

C. **Youth Art Month**

The annual Youth Art Exhibit at WITC showcases more than 250 pieces of art from nine school districts. The art was on display through March 19, 2018. A *Rice Lake Chronotype* article was provided.

D. **WITC-New Richmond Earns Family-Friendly Workplace Certification**

WITC recently received Gold Level certification as a Family Friendly Workplace™ from the United Way St. Croix Valley's Success by 6 initiative. This certification recognizes businesses that actively invest in programs and practices that support employees and their families. A *Hudson Star Observer* article was provided.

9. Capital Equipment Purchases

A. **Mini Mill and CNC Lathe - New Richmond:** A purchase was made of a mini mill and lathe in the total amount of \$48,982 from Productivity Inc. of Plymouth, MN, under Bid #18-42000-NR-CNCEQUIPMENT as provided. The equipment will be used by the Machine Tool Program at the New Richmond Campus.

B. **Fume Extractor - Rice Lake:** A purchase was made of a portable fume extractor in the total amount of \$1,701 from AirGas of Eau Claire, WI, under E&I contract # CNR-01362. The fume extractor is for the Welding Program at the Rice Lake Campus.

C. **Iron Worker - Rice Lake:** A purchase was made of an iron worker in the total amount of \$21,500 from AirGas of Eau Claire, WI, under E&I contract # CNR-01362. The iron worker is for the Welding Program at the Rice Lake Campus.

D. **Fabrication Table - Rice Lake:** A purchase was made of a fabrication table in the total amount of \$5,381 from AirGas of Eau Claire, WI, under E&I contract # CNR-01362. The table is for the Welding Program at the Rice Lake Campus.

E. **Vice - Rice Lake:** A purchase was made of a vice in the total amount of \$1,474 from AirGas of Eau Claire, WI, under E&I contract # CNR-01362. The vice is for the Welding Program at the Rice Lake Campus.



- F. **Server Memory Upgrade - New Richmond:** A purchase was made of a server memory upgrade in the total amount of \$1,368 from CDWG of Vernon Hills, IL, under National Joint Powers Alliance (NJPA) contract #100614-CDW. The server memory is for the IT-Network Specialist Program at the New Richmond Campus.
- G. **Core Switch/Stack - Rice Lake:** A purchase was made of a core switch/stack in the total amount of \$3,382 from CDWG of Vernon Hills, IL, under NJPA contract #100614-CDW. The core switch/stack is for the IT-Network Specialist Program at the Rice Lake Campus.
- H. **Router - Rice Lake:** A purchase was made of a router in the total amount of \$12,569 from CDWG of Vernon Hills, IL, under NJPA contract #100614-CDW. The router is for the IT-Network Specialist Program at the Rice Lake Campus.
- I. **Firewall - Rice Lake:** A purchase was made of a firewall in the total amount of \$5,061 from CDWG of Vernon Hills, IL, under NJPA contract #100614-CDW. The firewall is for the IT-Network Specialist Program at the Rice Lake Campus.
- J. **Wireless Controller - Rice Lake:** A purchase was made of a wireless controller in the total amount of \$4,493 from CDWG of Vernon Hills, IL, under NJPA contract #100614-CDW. The wireless controller is for the IT-Network Specialist Program at the Rice Lake Campus.
- K. **Firewall - Ashland:** A purchase was made of a firewall in the total amount of \$4,656 from CDWG of Vernon Hills, IL, under NJPA contract #100614-CDW. The firewall is for the IT-Systems Administration Specialist Program at the Ashland Campus.
- L. **Parts Cabinet - Rice Lake:** A purchase was made of a parts cabinet in the total amount of \$1,672 from Grainger of Forest Lake, IL, under E&I contract #CNR-01248. The parts cabinet is for the Automotive Technician Program at the Rice Lake Campus.
- M. **Diagnostic Scan Tool - Rice Lake:** A purchase was made of a diagnostic scan tool in the total amount of \$12,808 from Snap-On Inc. of Kenosha, WI, under Department of Administration (DOA) #11-44500-00. The scan tool is for the Automotive Technician Program at the Rice Lake Campus.
- N. **Digital Readout Attachment - Ashland:** A purchase was made of a digital readout attachment in the total amount of \$2,629 from MSC Industrial Supply Company of Melville, NY, under DOA #505ENT-M12-FACILTMRO-00. The attachment is for the Machine Tool Operation Program at the Ashland Campus.
- O. **Tooling Holder Set - Ashland:** A purchase was made of a tooling holder set in the total amount of \$1,955 from MSC Industrial Supply Company of Melville, NY, under DOA #505ENT-M12-FACILTMRO-00. The tooling holder set is for the Machine Tool Operation Program at the Ashland Campus.
- P. **Probe System - Superior:** A purchase was made of a probe system in the total amount of \$6,880 from Productivity, Inc. of Plymouth, MN. The probe system is for the Machine Tool Technician Program at the Superior Campus.

#### **ESTABLISH BOARD AGENDA ITEMS FOR FUTURE MEETINGS**

##### **1. Review Meeting Dates, Locations, and Start Times**

Time was reserved for the Board to confirm its plans for the regular meeting scheduled on Monday, May 21, 2018, beginning 8:30 a.m., at the WITC-Administrative Office in Shell Lake. The Board meeting schedule was provided for the Board's information.

2. Review/Add Agenda Items

Time was reserved for the Board to add or review agenda items for the next Board meeting. Board agenda items for the meeting on Monday, May 21, 2018, were listed on the Board's Monitoring Schedule. Additional agenda items for this meeting were discussed.

Chair Lambert noted he may not be able to attend the May meeting but will let President Will and Ms. Olson know. President Will thanked the Board members for attending this rescheduled meeting.

*Note: Board members may add additional items to next month's Board agenda by contacting the Chair before Thursday, May 3, 2018. This request does not obligate the Chair to include these items on the agenda. The Chair will notify administration of agenda items before the Board book is prepared and copied.*

**MEETING EVALUATION**

**PLUS +/-DELTA ^**

+ None

^ None

James Beistle moved, seconded by Josh Robinson, to adjourn the meeting at 8:38 a.m.

Respectfully submitted,

  
Board Secretary

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4/2/2018  
8:38:15 AM

Wisconsin Indianhead Technical College  
Contract Estimated Full Cost Report

Fiscal Year:  
2018

The Board is requested to ratify the President's action in entering into a contractual arrangement with the following agencies:

State Designated Indirect Cost Factors:  
On Campus = 40.39% Off Campus = 33.26%

\*-----ESTIMATED-----\*

Contract Number	Account Name	Location of Training	On Campus	Contract Revenue	Est Salary/Fringe	+	Indirect Cost	+	Other Direct Cost Total	=	Full Cost	Difference
<b>Approval Date: January 2018 (1 record)</b>												
718445	Dr. Douglas Erickson, DDS	324 West Superior Street, Suite 1212; Duluth, MN 55802	Off	\$430.00	\$0.00		\$0.00		\$300.00		\$300.00	\$130.00
Employees of Dr. Douglas Erickson, DDS, will receive CPR for Healthcare Providers renewal instruction. Upon successful completion, participants will receive documentation.												
<b>Approval Date: February 2018 (1 records)</b>												
718459	Douglas County Forestry Dept ASHI 1st aid and Adult CPR/AED	Solon Springs	Off	\$520.00	\$280.01		\$93.13		\$161.14		\$534.28	(\$14.28)
<b>Approval Date: March 2018 (35 records)</b>												
718498	ALM Holding Company	Stevens Point	Off	\$1,156.00	\$224.40		\$74.64		\$288.85		\$587.89	\$568.11
80 employees of American Asphalt Division of Mathy Construction will receive 1 hour of load securement training. 2-1 hour trainings will be held on March 21.												
718497	ALM Holding Company	Stevens Point	Off	\$4,023.00	\$448.80		\$149.27		\$288.85		\$886.92	\$3,136.08
100 employees of Constuck/American Trucking Shop will receive 7 hours of securement training.												
718501	City of River Falls	River Falls	Off	\$1,165.00	\$558.80		\$185.86		\$91.56		\$836.22	\$328.78
Confided Space Entry Rescue Training for 2 cohorts of 15 employees. Each training session will be 4 hours.												
718518	Russ Davis Wholesale	Hammond	Off	\$900.00	\$871.20		\$289.76		\$0.00		\$1,160.96	(\$260.96)
Permit preparation course for CDL class A. The instructor will provide 12 hours of training on site in Hammond. This class can have up to 10 students. Russ Davis will not be charged for hours unsued.												
718512	First Lutheran Church	New Richmond	Off	\$1,184.00	\$391.60		\$130.25		\$293.64		\$815.49	\$368.51
ASHI Pediatric 1st Aid and CPR Renewal for up to 20 employees. Training will be held at the First Lutheran Church.												
718516	Russ Davis Wholesale	Hammond	Off	\$3,625.00	\$2,178.00		\$724.40		\$250.00		\$3,152.40	\$472.60
CDL Training-up to 45 hours of training for Bairon Rivera. Should the student complete the training in less than 45 hours, unused hours will not be billed to Russ Davis. Russ Davis is being charged \$75 per hour for the 45 hours of instruction/drive time and \$250 for their first initial exam. Test will be take in Hudson.												
718502	City of River Falls	River Falls	Off	\$638.00	\$290.40		\$96.59		\$89.93		\$476.92	\$161.08

Hazardouse Communciation/Hazwooper Training for EMS/PD and Public Works. There will be two separate trainings both held for 2 hours.

718517	Russ Davis Wholesale	Winter High School	Off	\$3,625.00	\$2,178.00	\$724.40	\$250.00	\$3,152.40	\$472.60
	CDL Training-up to 45 hours of training for Joan Rodriquez. Should the student complete the training in less than 45 hours, unused hours will not be billed to Russ Davis. Russ Davis is being charged \$75 per hour for the 45 hours of instruction/drive time and \$250 for their first initial exam. Test will be taken in Hudson.								
718213	CN Bulk Material Service Docks	-	On	\$2,420.00	\$268.40	\$108.41	\$1,200.00	\$1,576.81	\$843.19
	One employee of CNRR will be assessed in mechanical ability, hydraulics & print reading. Upon completion, the results will be provided to CN Ore Docks staff.								
718511	Bayfield County Administrator	WITC Ashland	On	\$2,100.00	\$1,452.00	\$586.46	\$0.00	\$2,038.46	\$61.54
	Employees of Bayfield County will receive Intermediate/Advanced EXCEL, Intermediate/Advanced WORD, Outlook, PowerPoint, & OneNote Instruction and Training.								
718506	Unity High School	Unity High School	Off	\$5,682.00	\$0.00	\$0.00	\$0.00	\$5,682.00	\$0.00
	Dual Credit classes for Untly High School. 3 students enrolled in CAD Basics (3420338) 1 credit; 5 studetns enrolled in Welding for Mechanics (32442307) 2 credits; and 6 students enrolled in Financial Accounting 1 (10101101) 4 credits.								
718507	New Richmond High School	New Richmond High School	Off	\$6,117.00	\$0.00	\$0.00	\$0.00	\$6,117.00	\$0.00
	Dual Credit classes for New Richmond High School. 1 student enrolled in Intro to Business (10105100) 1 credit; 7 students enrolled in MS Excel A (10103151) 1 credit; 7 students enrolled in MS Access A (10103146) 1 credit; and 7 students enrolled in ECE: Infant and Toddler (10307151) 3 credits.								
718508	Siren School District	Siren High School	Off	\$276.00	\$0.00	\$0.00	\$0.00	\$276.00	\$0.00
	Dual Credit class for Siren High School. 2 students enrolled in MS Excel A (10103151) 1 credit.								
718504	ALM Holding Company	Kieler, WI	Off	\$1,047.00	\$0.00	\$0.00	\$805.00	\$805.00	\$242.00
	Employees of Iverson Construction and Ricer City Paving will receive 2 hours of training in vehicle inspectionss and load securement. Training to be held at 3747 Contractors Court, Kieler, WI.								
718505	ALM Holding Company	Baraboo, WI	Off	\$741.00	\$0.00	\$0.00	\$570.00	\$570.00	\$171.00
	Employees fo D.L. Gasser Construction will receive 1.5 hours of training in load securement. Training to be held at Ho Chunk Casino and Convention Center.								
718500	ALM Holding Company	Ashland	Off	\$593.00	\$149.60	\$49.76	\$70.85	\$270.21	\$322.79
	30 employees of Northwoods Paving, a division of Mathy Construction, will receive 2 hours of vehicle inspection and load securement training.								
718513	Workforce Resource - Menomonie	Balsam Lake	Off	\$11,113.00	\$3,579.40	\$1,190.51	\$2,520.39	\$7,290.30	\$3,822.70
	30 hours of Construction Basics, 10 hours of Construction Math, 10 hour of Blueprint Reading, and OSHA 10 hour for up to 15 students.								
718510	Amery High School	Amery High School	Off	\$28,488.00	\$0.00	\$0.00	\$28,488.00	\$28,488.00	\$0.00

Dual Credit Classes for Amery High School 15 students in Marketing Principles 3 credits; 11 students in IT Essentials 2 credits; 15 students in Dairy Cattle Management 2 credits; 1 student in Document Formatting 2 credits; 5 students in MS Excel A 1 credit; 5 students in MS Word A 1 credit; 1 student in MS Word B 1 credit; 1 student in MS PowerPoint 1 credit; 15 students in Intro to Business 3 credits; 9 students in Math 355 3 credits; and 10 students in Welding for Mechanics 2 credits.

718514	Barron Area School Dist	Barron High School	Off	\$8,850.00	\$0.00	\$0.00	\$8,850.00	\$8,850.00	\$0.00
	Dual credit classes for Barron High School. 3 students enrolled in Dairy Cattle Management (31091348) 2 credits and 20 students enrolled in EDE: Foundations (10307148) 3 credits.								
718515	Peter Christensen Health Center	Lac Du Flambeau, WI	Off	\$1,445.00	\$484.00	\$160.98	\$150.00	\$794.98	\$650.02
	8 hours of ACLS Renewal training for 7 employees of PCHC.								
718485	St Croix Tribal Health	St Croix Tribal Health Center-Hertel	Off	\$1,209.00	\$686.40	\$228.30	\$159.43	\$1,074.13	\$134.87
	Two sections of CPR for Healthcare recertification classes.								
718490	Chetek Public Utilities	Chetek	Off	\$280.00	\$0.00	\$0.00	\$0.00	\$0.00	\$280.00
	5 employees of Chetek Public Utilities will receive 6 hours of Confined Space training. 2 employees will attend training on April 10, 2018. 3 employees will receive training on April 11, 2018.								
718503	Sanmina-SCI Corp	Turtle Lake, WI	Off	\$2,197.00	\$1,038.40	\$345.37	\$151.30	\$1,535.07	\$661.93
	Employees will receive 8 hours of training in leadership development. Dates of training are TBD. Training to take place in Turtle Lake, at Sanmina's location.								
718492	Barron Electric	Barron	Off	\$650.00	\$259.60	\$86.34	\$16.35	\$362.29	\$287.71
	45 employees of Barron Electric will receive 1 hour of Sexual Harassment training. The training will be conducted in Barron at the Barron Electric Site.								
718489	Barron Light and Water Department	Chetek	Off	\$504.00	\$0.00	\$0.00	\$0.00	\$0.00	\$504.00
	9 employees of the Barron Light and Water Department will receive 6 hours of Confined Space Training. 7 employees will attend training on April 10, 2018. 2 employees will attend training on April 11, 2018.								
718509	Cameron School District	Cameron High School	Off	\$966.00	\$0.00	\$0.00	\$966.00	\$966.00	\$0.00
	Dual Credit class for Cameron High School. 7 students enrolled in MS Word A (10103146) 1 credit.								
718494	Chetek-Weyerhaeuser Area School District	Chetek-Weyerhaeuser High School	Off	\$1,632.00	\$0.00	\$0.00	\$1,632.00	\$1,632.00	\$0.00
	Dual Credit for Chetek-Weyerhaeuser High School. 6 students enrolled in Financial Accounting 1b (1010177) 2 credits.								
718499	Senior Resource Center	WITC Hayward	Off	\$1,449.00	\$411.40	\$136.83	\$56.68	\$604.91	\$844.09
	Employees of Senior Resource Center will receive 6 hours of computer training.								
718491	City of Spooner	Chetek	Off	\$224.00	\$0.00	\$0.00	\$0.00	\$0.00	\$224.00
	4 employees of the Spooner Utilities Department will receive 6 hours of Confined Space training, 2 employees will attend training on April 10, 2018. 2 employees will attend training on April 11, 2018.								

718486	Christian Community Homes CBRF Standard Precautions	Christian Community Homes	Off	\$488.00	\$96.80	\$32.20	\$183.05	\$312.05	\$175.95
718488	Rice Lake Coummunity Service Department 10 employees of the Rice Lake Community Service Department will receive 6 hours of Confined Space Training. 5 employees will attend class on April 10, 2018. 5 employees will attend class on April 11, 2018.	Chetek	Off	\$560.00	\$0.00	\$0.00	\$0.00	\$0.00	\$560.00
718496	Hudson High School Dual credit classes for Hudson High School. 7 students in Welding for Mechanics 2 credits; 23 students in Medical Terminology 3 credits; 32 students enrolled in Personal Finance 3 credits; 5 students in Document Formatting 2 credits; and 5 students in MS Excel A 1 credit.	Hudson High School	Off	\$26,848.00	\$0.00	\$0.00	\$0.00	\$26,848.00	\$0.00
718487	Rice Lake Utilities Dept 7 employeess of Rice Lake Utilities will receive 6 hours of Confined Space Training. 2 employees will attend class on 4/10//18, 5 employees will attend class on 4/11/18.	Chetek	Off	\$392.00	\$0.00	\$0.00	\$0.00	\$0.00	\$392.00
718495	Ashland High School Dual credit classes for Ashland High School. 14 students enrolled in Personal Finance (10114125) 3 credits.	Ashland High School	Off	\$5,628.00	\$0.00	\$0.00	\$0.00	\$5,628.00	\$0.00
718493	CN Bulk Material Service Docks Employee of CNRR Ore Docks will receive instruction in Mechancial Drives, Hydraulics & Print Reading, and Measurement Tools. March 26, 28, April 2, 4, 12, 16, 18, 23, & 25.	WITC Superior	On	\$9,833.00	\$3,220.80	\$1,300.88	\$1,000.00	\$5,521.68	\$4,311.32

Grand Totals (37 records)

\*\*\*End of Report\*\*\*

\*indicates an amended contract

  
Board Secretary

4/17/2018  
Date

## RESOLUTION NO. 18-09

RESOLUTION AWARDDING THE SALE OF  
\$3,750,000.00 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2018A

WHEREAS, the District Board of Wisconsin Indianhead Technical College District, Wisconsin (the "District") has, by a resolution adopted on March 19, 2018 (the "Authorizing Resolution"), authorized the issuance of General Obligation Promissory Notes, Series 2018A (the "Notes"), pursuant to Section 67.12(12) of the Wisconsin Statutes in the aggregate principal amount of \$3,750,000.00, all for the public purpose (the "Public Purposes") of financing (a) \$1,500,000.00 of building remodeling and improvement projects at the District's campuses, and (b) \$2,250,000.00 of purchases of movable equipment at the District's campuses; and

WHEREAS, the Secretary of the District caused Notices to Electors to be published in The Daily Press on March 23, 2018 giving notice of adoption of the Authorizing Resolution, identifying where and when the Authorizing Resolution could be inspected, and advising electors of their right to petition for a referendum on the question of the issuance of general obligation promissory notes to finance the Public Purposes;

WHEREAS, no petition for referendum has yet been filed with the Secretary and the time to file such a petition will expire on April 23, 2018;

WHEREAS, the District has directed PMA Securities, Inc. ("PMA") to take the steps necessary to sell the Notes authorized by the Authorizing Resolution, assuming the petition period expires;

WHEREAS, PMA, in consultation with the officials of the District, prepared Official Bid Form (Open Internet Auction) (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference, the "Official Bid Form") setting forth the details of and the bid requirements for the Notes and indicating that the Notes would be offered for public sale on April 16, 2018, subject to the petition rights which may cause the issuance to be terminated;

WHEREAS, the Secretary (in consultation with PMA) caused notice of the sale of the Notes to be published and/or announced and caused the Official Bid Form to be distributed to potential bidders offering the Notes for public sale;

WHEREAS, the District has duly received bids for the Notes as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation"); and

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Official Bid Form and is deemed to be the most advantageous to the District. PMA has recommended that the District accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED by the District Board of the District that:

Section 1A. Ratification of the Official Bid Form and Offering Materials. The District Board of the District hereby ratifies and approves the details of the Notes set forth in Exhibit A attached hereto as and for the details of the Notes. The Official Bid Form and any other offering materials prepared and circulated by PMA are hereby ratified and approved in all respects. All actions taken by officers of the District and PMA in connection with the preparation and distribution of the Official Bid Form and any other offering materials are hereby ratified and approved in all respects.

Section 1B. Award of the Notes. The Proposal of the Purchaser offering to purchase the Notes for the sum set forth on the Proposal, plus accrued interest to the date of delivery, is hereby accepted. The Chairperson and Secretary or other appropriate officers of the District are authorized and directed to execute an acceptance of the Proposal on behalf of the District. The good faith deposit of the Purchaser shall be retained by the District Treasurer and applied in accordance with the Official Bid Form, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Notes bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2018A"; shall be issued in the aggregate principal amount of \$3,750,000; shall be dated May 7, 2018; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on October 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest is payable semi-annually on April 1 and October 1 of each year commencing on October 1, 2018. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes shall not be subject to optional redemption.

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the District are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the District a direct annual irrepealable tax in the years 2017 through 2025 for the payments due in the years 2018 through 2026 in the amounts set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the District shall be and continue without power to repeal such levy or



obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the District and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the District for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the District then available, which sums shall be replaced upon the collection of the taxes herein levied.

#### Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the District, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the District may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for \$3,750,000 General Obligation Promissory Notes, Series 2018A, dated May 7, 2018" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. The District Treasurer shall deposit in the Debt Service Fund Account (i) all accrued interest received by the District at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the District above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next succeeding tax levy, or may, at the option of the District, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform

with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the District, unless the District Board directs otherwise.

Section 7. Proceeds of the Notes: Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund separate and distinct from all other funds of the District and disbursed solely for the purposes for which borrowed or for the payment of the principal of and the interest on the Notes. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purposes shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the District, charged with the responsibility for issuing the Notes, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The District represents and covenants that the projects financed by the Notes and the ownership, management and use of the projects will not cause the Notes to be "private activity bonds" within the meaning of Section 141 of the Code. The District further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes including, if applicable, the rebate requirements of Section 148(f) of the Code. The District further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Notes) if taking, permitting or omitting to take such action would cause any of the Notes to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The Secretary or other officer of the District charged with the responsibility of issuing the Notes shall provide an appropriate certificate of the District certifying that the District can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The District also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the District will do so only to the extent

consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Notes are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the District by the manual or facsimile signatures of the Chairperson and Secretary, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the District of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the District has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The District hereby authorizes the officers and agents of the District to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by U.S. Bank National Association, St. Paul, Minnesota, which is hereby appointed as the District's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The Fiscal Agency Agreement between the District and the Fiscal Agent shall be substantially in the form attached hereto as Exhibit F and incorporated herein by this reference.

Section 13. Persons Treated as Owners; Transfer of Notes. The District shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Chairperson and Secretary shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the

Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

The District shall cooperate in any such transfer, and the Chairperson and Secretary are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 14. Record Date. The fifteenth day of each calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the District at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the District agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations previously executed on behalf of the District and on file in the District office.

Section 16. Official Statement. The District Board hereby approves the Official Statement with respect to the Notes and deems the Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the District in connection with the preparation of such Official Statement and any addenda to it or Addendum are hereby ratified and approved. In connection with the Closing, the appropriate District official shall certify the Official Statement and any addenda or Addendum. The Secretary shall cause copies of the Official Statement and any addenda or Addendum to be distributed to the Purchaser.

Section 17. Undertaking to Provide Continuing Disclosure. The District hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the District to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

To the extent required under the Rule, the Chairperson and Secretary, or other officer of the District charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the District's Undertaking.


Section 18. Record Book. The Secretary shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 19. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the District are authorized to take all actions necessary to obtain such municipal bond insurance. The Chairperson and Secretary are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Chairperson and Secretary including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.


Section 20. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the District Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

[signature page to follow]

Adopted, approved and recorded April 17, 2018.

  
\_\_\_\_\_  
Troy Lambert  
Chairperson

ATTEST:

  
\_\_\_\_\_  
Andrew Albarado  
Interim Secretary

**EXHIBIT A**

**Official Bid Form**

To be provided by PMA Securities and incorporated into the Resolution.

(See Attached)

**EXHIBIT B**

**Bid Tabulation**

To be provided by PMA Securities and incorporated into the Resolution.

(See Attached)



EXHIBIT C

Winning Bid

To be provided by PMA Securities and incorporated into the Resolution.

(See Attached)

**EXHIBIT D-1**

**Pricing Summary**

To be provided by PMA Securities and incorporated into the Resolution.

(See Attached)

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by PMA Securities and incorporated into the Resolution.

(See Attached)

EXHIBIT E

(Form of Note)

UNITED STATES OF AMERICA  
STATE OF WISCONSIN  
WISCONSIN INDIANHEAD TECHNICAL COLLEGE DISTRICT  
GENERAL OBLIGATION PROMISSORY NOTE, SERIES \_\_\_\_\_

<u>Number</u>	<u>Maturity Date</u>	<u>Dated Date</u>	<u>Interest Rate</u>	<u>CUSIP Number</u>
R-__	_____	_____	_____	97671K__

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: \_\_\_\_\_ THOUSAND DOLLARS  
(\$ \_\_\_\_\_)

FOR VALUE RECEIVED, Wisconsin Indianhead Technical College District, Wisconsin (the "District"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest is payable semi-annually on April 1 and October 1 of each year commencing on \_\_\_\_\_ until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by U.S. Bank National Association, St. Paul, Minnesota (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding the semi-annual interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the District are hereby irrevocably pledged.

This Note is one of an issue of Notes aggregating the principal amount of \$ \_\_\_\_\_, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the District pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for the public purpose of \_\_\_\_\_ all as authorized by resolutions of the District Board duly adopted by said governing body at meetings held on \_\_\_\_\_. Said resolutions are recorded in the official minutes of the District Board for said dates.

**This Note is not subject to optional redemption. OR**

**[The Notes maturing in the years \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ are subject to optional redemption by lot, in integral multiples of \$5,000, as provided in the resolution awarding the sale of the Notes at the redemption price of par plus accrued interest to the date of redemption and without premium.]**

In the event the Notes are redeemed prior to maturity, as long as the Notes are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Notes of a maturity are to be called for redemption, the Notes of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Notes called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Notes shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Notes shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the District, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrevocable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note has been designated by the District Board as a "qualified tax-exempt obligation" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Note is transferable only upon the books of the District kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the District appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, upon surrender of this Note together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the District for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Notes, or (iii) with


respect to any particular Note, after such Note has been called for redemption. The Fiscal Agent and District may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

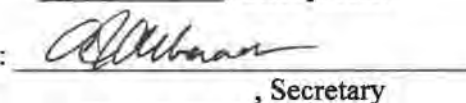
This Note shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Fiscal Agent.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, Wisconsin Indianhead Technical College District, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the manual or facsimile signatures of its duly qualified Chairperson and Secretary; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

WISCONSIN INDIANHEAD TECHNICAL  
COLLEGE DISTRICT, WISCONSIN

By:   
\_\_\_\_\_, Chairperson

By:   
\_\_\_\_\_, Secretary

Date of Authentication: \_\_\_\_\_

**CERTIFICATE OF AUTHENTICATION**

This Note is one of the Notes of the issue authorized by the within-mentioned resolution of Wisconsin Indianhead Technical College District, Wisconsin.

**U.S. BANK NATIONAL ASSOCIATION,  
ST. PAUL, MINNESOTA**

By \_\_\_\_\_  
Authorized Signatory

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

\_\_\_\_\_  
(Name and Address of Assignee)

\_\_\_\_\_  
(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints \_\_\_\_\_, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature Guaranteed:

\_\_\_\_\_  
(e.g. Bank, Trust Company  
or Securities Firm)

\_\_\_\_\_  
(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

\_\_\_\_\_  
(Authorized Officer)

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Resolution No. 18-10

RESOLUTION AUTHORIZING THE ISSUANCE OF \$1,500,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2018B, OF WISCONSIN INDIANHEAD TECHNICAL COLLEGE DISTRICT, WISCONSIN, AND SETTING THE SALE THEREOF

WHEREAS, Wisconsin Indianhead Technical College District, Wisconsin (the "District") is presently in need of \$1,500,000 for the public purposes (the "Public Purpose") of financing \$1,500,000.00 of building remodeling and improvement projects at the District's campuses; and

WHEREAS, the District Board deems it necessary and in the best interest of the District to borrow the monies needed for such purposes through the issuance of general obligation promissory notes pursuant to the provisions of Section 67.12(12), Wis. Stats.;

NOW, THEREFORE, BE IT:

RESOLVED, that the District shall issue general obligation promissory notes in the amount of \$1,500,000 for the Public Purpose; and be it further

RESOLVED, that:

Section 1. Note Authorization. The District shall issue the general obligation promissory notes authorized above in an aggregate principal amount not to exceed \$1,500,000 (the "Notes"), the proceeds of which shall be used for the Public Purpose in the amounts authorized for that purpose.

Section 2. Notice to Electors. The District Secretary shall, within ten (10) days hereafter, cause public notice of the adoption of this resolution to be given to the electors of the District by publishing notices thereof in The Ashland Daily Press, the official District newspaper published and having general circulation in the District, which newspaper is found and determined to be likely to give notice to the electors, such notices to be in the forms set forth on Exhibit A hereto.

Section 3. Direct Annual Irrepealable Tax. There shall be levied on all the taxable property of the District a direct, annual, irrepealable tax sufficient to pay the interest on the Notes as it becomes due, and also to pay and discharge the principal thereof.

Section 4. Sale of Notes. The Notes shall be offered for public sale in accordance with the Official Terms of Offering attached to this resolution. The District Secretary shall cause notice of the sale of the Notes to be disseminated in such manner and at such times as the Secretary may determine and shall cause copies of the Official Terms of Offering and other pertinent data to be forwarded to prospective bidders. At a future meeting in 2018, the District Board shall consider such bids as may have been received and take action thereon.

Section 5. Official Statement. The District Secretary shall cause an Official Statement concerning this issue to be prepared by the District's financial advisor. The appropriate District officials shall determine when the Official Statement is final for purposes of Securities and

Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Adopted on April 17, 2018.

  
Chairperson

Attest:

  
Secretary

EXHIBIT A

NOTICE

TO THE ELECTORS OF:

Wisconsin Indianhead Technical College  
District, Wisconsin

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a meeting duly called and held on April 17, 2018, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$1,500,000.00 be borrowed through the issuance of general obligation promissory notes of the District for the public purposes of financing \$1,500,000.00 of building remodeling and improvement projects at the District's campuses.

A copy of said Resolution is on file in the Administrative Office, 505 Pine Ridge Drive, Shell Lake, Wisconsin, and is available for public inspection weekdays, except holidays, between the hours of 8:00 A.M. and 4:00 P.M.

The District Board need not submit said Resolution to the electors for approval unless within 30 days after the publication of this Notice there is filed with the Secretary of the District Board a petition meeting the standards set forth in Sec. 67.12(12)(e)(5), Wis. Stats., requesting a referendum thereon at a special election.

Dated April 17, 2018.

BY ORDER OF THE DISTRICT BOARD

District Secretary