



BOARD OF DIRECTORS MEETING
July 2024

Monday, July 8, 2024
Mid-State Wisconsin Rapids Campus
500 32nd Street North, Wisconsin Rapids

- 3:00 p.m.** – Finance & Infrastructure Committee Meeting; Room A223 (page 3)
- 3:00 p.m.** – Academic & Student Services Committee Meeting; Room A112 (page 13)
- 3:00 p.m.** – Human Resources & External Relations Committee Meeting; Room A203 (page 15)
- 3:30 p.m.** – Committee-of-the-Whole; Room L133-134 (page 17)
- Immediately Following Committee-of-the-Whole – BOARD MEETING;** Room L133-134 (page 19)

Mission: Mid-State Technical College transforms lives through the power of teaching and learning.
Vision: Mid-State Technical College is the educational provider of first choice for its communities.

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FINANCE & INFRASTRUCTURE COMMITTEE

Monday, July 8, 2024

3:00 p.m.

Mid-State Wisconsin Rapids Campus Room A223
500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – CHARLES SPARGO

B. OPEN MEETING CERTIFICATION – CHARLES SPARGO

This July 8, 2024 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.

C. ACTION ON FEBRUARY 19, 2024; MARCH 18, 2024; APRIL 15, 2024; MAY 20, 2024; AND JUNE 17, 2024 COMMITTEE MEETING MINUTES; APRIL 15, 2024; AND MAY 8, 2024 SPECIAL COMMITTEE MEETING MINUTES (Voice Vote) – CHARLES SPARGO

D. REVIEW OF CONSENT AGENDA ITEMS – GREG BRUCKBAUER

1. Payment of Bills and Payroll

Each month a list of disbursements is provided to the Board to demonstrate statutory compliance. All processed disbursements are released immediately on a pre-approval basis in accordance with Mid-State's "Release of District Checks" policy. Purchases of goods (supplies, materials and equipment) and services exceeding \$50,000 and facility construction and remodeling projects exceeding \$25,000 require prior Board approval.

2. Contracted Service Agreements

Each month a list of contracted service agreements is provided to the Board to demonstrate statutory compliance. In compliance with WTCS Policy, pricing is established at a level above full cost recovery in accordance with a system-wide policy. Exceptions are allowed and are authorized by the District Board and are noted in the list when they exist.

3. Procurements for Goods and Services

Each month a list of procurements is provided to the Board to demonstrate statutory compliance and adherence to WTCS guidelines and procedures. They are presented in two groups – less than \$50,000 and equal to or greater than \$50,000. Purchases of goods (supplies, materials and equipment) and services greater than \$50,000 require prior Board approval unless an exception is allowed by WTCS policy.

E. TREASURER'S REPORT – GREG BRUCKBAUER

1. *Due to the timing of the meeting and year-end closing activities, the month-end financial reports will not be available.*

F. BID #837 – GREEN HOUSE GLASS REPLACEMENT – GREG BRUCKBAUER

Results of Bid #837 for the Green House Glass Replacement will be presented. Board action will be requested.

G. INFORMATIONAL ITEMS

1. Outcomes Based Funding – Greg Bruckbauer

An update on Outcomes Based Funding will be provided.

2. Finance Implications for Topics in Other Committees

Often topics directed by the other two committees have fiscal or financial implications that would be of interest or concern by the Finance & Infrastructure Committee. The purpose of this agenda item is to enable committee members to raise any finance related questions. Any necessary action will be incorporated into the action reported by the originating committee.

H. ADJOURNMENT (Voice Vote) – CHARLES SPARGO

**MID-STATE TECHNICAL COLLEGE
FINANCE AND INFRASTRUCTURE COMMITTEE MEETING MINUTES**

Wisconsin Rapids Campus

June 17, 2024

A. CALL TO ORDER – Charles Spargo

The meeting was called to order at 4:00 p.m.

ROLL CALL

PRESENT: Charles Spargo

OTHERS: Greg Bruckbauer, Debby Brunett, Dr. Shelly Mondeik, and Brad Russell

B. OPEN MEETING CERTIFICATION – Charles Spargo

The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.

C. ACTION ON COMMITTEE MEETING MINUTES – Charles Spargo

February 19, 2024, March 18, 2024, April 15, 2024, and May 8, 2024 Committee Meeting Minutes; April 15, 2024 and May 8, 2024 Special Committee Meeting Minutes were reviewed.

D. REVIEW OF CONSENT AGENDA ITEMS – Greg Bruckbauer

Consent Agenda items were reviewed. No action was taken.

E. TREASURER'S REPORT – Greg Bruckbauer

Treasurer's Report was provided for FY24. No action was taken.

F. RESOLUTION AWARDING THE SALE OF UP TO \$5,000,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2024A – Greg Bruckbauer

The committee reviewed the awarding resolution which will finance budgeted capital expenditures for equipment, building remodeling and improvements and site improvements in FY25. No action was taken.

G. FY25 BUDGET RESOLUTION – Greg Bruckbauer

The committee reviewed the proposed budget. Following the Public Hearing this evening, Wisconsin Statutes regarding budget adoption will be met. No action was taken.

H. MID-STATE THREE-YEAR FACILITIES PLAN – Greg Bruckbauer

Review of Mid-State's Three-Year Facilities Plan was completed and questions addressed. No action was taken.

I. INFORMATIONAL ITEMS – Charles Spargo

1. ANTHOLOGY ENTERPRISE RESOURCE PLANNING: An Anthology Enterprise Resource Planning (ERP) project implementation update was provided. No action was taken.

2. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics were discussed.

J. ADJOURNMENT – Charles Spargo

There being no further action or business, the meeting adjourned at 4:37 p.m. with a motion by Mr. Spargo.

Betty Bruski Mallek, Secretary

Angela R. Susa, Recording Secretary

**MID-STATE TECHNICAL COLLEGE
FINANCE AND INFRASTRUCTURE COMMITTEE MEETING MINUTES**

Wisconsin Rapids Campus

May 20, 2024

A. CALL TO ORDER – Charles Spargo

The meeting was called to order at 4:00 p.m.

ROLL CALL

PRESENT: Charles Spargo

OTHERS: Greg Bruckbauer, Dr. Shelly Mondeik, and Brad Russell

B. OPEN MEETING CERTIFICATION – Charles Spargo

The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.

C. ACTION ON COMMITTEE MEETING MINUTES – Charles Spargo

February 19, 2024, March 18, 2024, and April 15, 2024 Committee Meeting Minutes; April 15, 2024 and May 8, 2024 Special Committee Meeting Minutes
Minutes were reviewed.

D. REVIEW OF CONSENT AGENDA ITEMS – Greg Bruckbauer

Consent Agenda items were reviewed. No action was taken.

E. TREASURER'S REPORT – Greg Bruckbauer

Treasurer's Report was provided for FY24. No action was taken.

F. RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$5,000,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2024A; AND SETTING THE SALE – Greg Bruckbauer

The committee reviewed the authorizing resolution which will finance budgeted capital expenditures for equipment, building remodeling and improvements and site improvements in FY25. No action was taken.

G. RESOLUTION TO PUBLISH BUDGET SUMMARY AND NOTICE OF PUBLIC HEARING – Greg Bruckbauer

A special meeting was held May 8 to review details of the proposed FY25 budget. The committee approved the proposal and requested report out during the May meeting. The next step is to publish the budget and hold a public hearing. The committee reviewed the resolution containing this action. No action was taken.

H. RFP #828 – AMETA™ CENTER LAB STORAGE – Greg Bruckbauer

Results of RFP #828 for the AMETA Center Lab Storage were presented and discussed. No action was taken.

I. RFP #832 – AMETA™ CENTER AUTONOMOUS FLOOR SCRUBBER – Greg Bruckbauer

Results of RFP #832 for the AMETA Center Autonomous Floor Scrubber were presented and discussed. No action was taken.

J. BID #836 – GENERAL SCIENCE LAB REMODEL PROJECT – Greg Bruckbauer

Results of Bid #836 for the General Science Lab Remodel Project were presented and discussed. No action was taken.

K. INFORMATIONAL ITEMS – Charles Spargo

1. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics were discussed.

L. ADJOURNMENT – Charles Spargo

There being no further action or business, the meeting adjourned at 4:21 p.m. with a motion by Mr. Spargo.

Betty Bruski Mallek, Secretary

Angela R. Susa, Recording Secretary

**MID-STATE TECHNICAL COLLEGE
FINANCE AND INFRASTRUCTURE COMMITTEE MEETING MINUTES**

Wisconsin Rapids Campus

April 15, 2024

- A. CALL TO ORDER** – In place of Gordon Schalow, Charles Spargo
The meeting was called to order at 4:02 p.m.

ROLL CALL

PRESENT: Charles Spargo

EXCUSED: Gordon Schalow

OTHERS: Greg Bruckbauer, Ryan Kawski, Dr. Shelly Mondeik, and Brad Russell

- B. OPEN MEETING CERTIFICATION** – Charles Spargo
The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.

- C. ACTION ON FEBRUARY 19, 2024 AND MARCH 18, 2024 COMMITTEE MEETING MINUTES** – Charles Spargo
Minutes were reviewed.

- D. REVIEW OF CONSENT AGENDA ITEMS** – Greg Bruckbauer
Consent Agenda items were reviewed. No action was taken.

- E. TREASURER'S REPORT** – Greg Bruckbauer
Treasurer's Report was provided for FY24. No action was taken.

- F. FY25 CAPITAL BUDGET** – Greg Bruckbauer
The FY25 proposed capital budget was reviewed in detail at a special meeting earlier in the evening. Presentation of the budget for approval will occur during the full board meeting. No action was taken.

- G. FY24 BUDGET AMENDMENT** – Greg Bruckbauer
A Resolution for amending the FY24 budget was presented and discussed. For FY24, 75% of the year is complete. Action requested will formally adopt those notifications provided to the Board each month and modify the FY24 budget.

- H. BID #833 – AMETA CENTER EQUIPMENT RIGGING** – Greg Bruckbauer
Results of Bid #833 for the AMETA Center Equipment Rigging were presented and discussed. No action was taken.

- I. BID #834 – AMETA CENTER FIBER LASER WELDERS** – Greg Bruckbauer
Results of Bid #834 for the AMETA Center Fiber Laser Welders were presented and discussed. No action was taken.

- J. RFP #835 – AMETA CENTER AUTOMATED SYSTEM TRAINER** – Greg Bruckbauer
Results of RFP #835 for the AMETA Center Automated System Trainer were presented and discussed. No action was taken.

- K. INFORMATIONAL ITEMS** – Charles Spargo
1. **FY24 REVENUE AND EXPENSE FORECAST:** An end-of year forecast for the current fiscal year versus budget was presented and discussed. No action was taken.
 2. **SPECIAL FY25 BUDGET MEETING:** Details of Administration's FY25 budget proposal will be presented by the College's Executive Committee on Wednesday, May 8 beginning at 4:00 p.m. All Board members are invited to attend.
 3. **FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES:** No topics were discussed.

- L. ADJOURNMENT** – Charles Spargo

There being no further action or business, the meeting adjourned at 4:27 p.m. with a motion by Mr. Spargo.

Betty Bruski Mallek, Secretary

Angela R. Susa, Recording Secretary

MID-STATE TECHNICAL COLLEGE

FINANCE & INFRASTRUCTURE COMMITTEE SPECIAL MEETING MINUTES

Wisconsin Rapids Campus	April 15, 2024
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A. CALL TO ORDER – Charles Spargo
The meeting was called to order at 3:00 p.m.

ROLL CALL

PRESENT: Betty Bruski Mallek, Richard Merdan, Charles Spargo, Ryan Zietlow, and Dr. Shelly Mondeik

OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Mandy Lang, Brad Russell, and Dr. Chris Severson

B. OPEN MEETING CERTIFICATION – Charles Spargo
The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time, place and agenda of the meeting.

C. FY25 BUDGET PRESENTATION – Mid-State Executive Leadership Team
Mid-State’s Executive Leadership Team presented the proposed FY25 Budget. The budget will be presented to the committee and full board during the May meeting. A Public Hearing is planned for June 17,2024.

The Committee affirmed presentation to the full board for final approval as set forth by Mid-State’s Executive Committee.

D. ADJOURNMENT – Charles Spargo
There being no further business, the meeting adjourned at 3:59 p.m. with a motion by Mr. Merdan, seconded by Ms. Bruski Mallek, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

MID-STATE TECHNICAL COLLEGE

FINANCE & INFRASTRUCTURE COMMITTEE SPECIAL MEETING MINUTES

Wisconsin Rapids Campus	May 8, 2024
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A. CALL TO ORDER – Charles Spargo
The meeting was called to order at 4:00 p.m.

ROLL CALL

PRESENT: Betty Bruski Mallek, Richard Merdan, Charles Spargo, Ryan Zietlow, and Dr. Shelly Mondeik

OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Mandy Lang, Brad Russell, and Dr. Chris Severson

B. OPEN MEETING CERTIFICATION – Charles Spargo
The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time, place and agenda of the meeting.

C. FY25 BUDGET PRESENTATION – Mid-State Executive Leadership Team
Mid-State’s Executive Leadership Team presented the proposed FY25 Operational Budget. The budget will be presented to the committee and full board during the May meeting. A Public Hearing is planned for June 17,2024.

The Committee affirmed presentation to the full board for final approval as set forth by Mid-State’s Executive Committee.

D. ADJOURNMENT – Charles Spargo
There being no further business, the meeting adjourned at 5:51 p.m. with a motion by Mr. Spargo, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

**MID-STATE TECHNICAL COLLEGE
FINANCE AND INFRASTRUCTURE COMMITTEE MEETING MINUTES**

Wisconsin Rapids Campus

March 18, 2024

- A. CALL TO ORDER** – In place of Gordon Schalow, Charles Spargo
The meeting was called to order at 4:00 p.m.

ROLL CALL

PRESENT: Charles Spargo

EXCUSED: Gordon Schalow

OTHERS: Greg Bruckbauer, Dr. Shelly Mondeik, and Brad Russell

- B. OPEN MEETING CERTIFICATION** – Charles Spargo
The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.

- C. ACTION ON FEBRUARY 19, 2024 COMMITTEE MEETING MINUTES** – Charles Spargo
Minutes were reviewed.

- D. REVIEW OF CONSENT AGENDA ITEMS** – Greg Bruckbauer
Consent Agenda items were reviewed. No action was taken.

- E. TREASURER'S REPORT** – Greg Bruckbauer
Treasurer's Report was provided for FY24. No action was taken.

- F. EDA GRANT MATCH** – Greg Bruckbauer
An update on funding support request from the Economic Development Administration (EDA) was found to have merit for consideration of an Economic Adjustment Assistance (EAA) grant. If awarded, an equal match commitment from the College is required. Discussion around the grant was held. No action was taken.

- G. INFORMATIONAL ITEMS** – Charles Spargo
1. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics were discussed.

- H. ADJOURNMENT** – Charles Spargo
There being no further action or business, the meeting adjourned at 4:17 p.m. with a motion by Mr. Spargo.

Betty Bruski Mallek, Secretary

Angela R. Susa, Recording Secretary

**MID-STATE TECHNICAL COLLEGE
FINANCE AND INFRASTRUCTURE COMMITTEE MEETING MINUTES**

Wisconsin Rapids Campus

February 19, 2024

A. CALL TO ORDER – Gordon Schalow

The meeting was called to order at 4:00 p.m.

ROLL CALL

PRESENT: Gordon Schalow and Charles Spargo

OTHERS: Greg Bruckbauer, Dr. Shelly Mondeik, and Brad Russell

B. OPEN MEETING CERTIFICATION – Gordon Schalow

The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.

C. ACTION ON NOVEMBER 20, 2023; DECEMBER 18, 2023; AND JANUARY 15, 2024 COMMITTEE MEETING MINUTES – Gordon Schalow

Motion by Mr. Spargo, seconded by Mr. Schalow, upon a voice vote, approved committee minutes as presented.

D. REVIEW OF CONSENT AGENDA ITEMS – Greg Bruckbauer

Consent Agenda items were reviewed. No action was taken.

E. TREASURER'S REPORT – Greg Bruckbauer

Treasurer's Report was provided for FY24. No action was taken.

F. RFP #821 – AMETA CENTER FURNITURE PACKAGE #2 – Greg Bruckbauer

Results of RFP #821 – AMETA Center Furniture Package #2 were presented and discussed. No action was taken.

G. INFORMATIONAL ITEMS – Charles Spargo

1. ANTHOLOGY: An update on the implementation of Anthology as Mid-State's new Enterprise Resource Planning System was provided. No action was taken.
2. FY25 CAPITAL BUDGET PLANNING: An update on Mid-State's FY25 Capital Budget planning was provided.
3. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics were discussed.

H. ADJOURNMENT – Gordon Schalow

There being no further action or business, the meeting adjourned at 4:42 p.m. with a motion by Mr. Spargo, seconded by Mr. Schalow.

Betty Bruski Mallek, Secretary

Angela R. Susa, Recording Secretary

ACADEMIC & STUDENT SERVICES COMMITTEE

Monday, July 8, 2024

3:00 p.m.

Mid-State Wisconsin Rapids Campus Room A112
500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – ARE VANG

B. OPEN MEETING CERTIFICATION – ARE VANG

This July 8, 2024 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.

C. APPROVAL OF COMMITTEE MINUTES (June 17, 2024 MEETING) (Voice Vote) – ARE VANG

D. REVIEW OF CONSENT AGENDA ITEMS – ARE VANG

E. INFORMATIONAL ITEMS

1. Student Support Services – Dr. Mandy Lang and Stephanie Bender
Information about the college's student support services will be shared, including advising, counseling,, emergency grants, and other services.

F. ADJOURNMENT (Voice Vote) – ARE VANG

**MID-STATE TECHNICAL COLLEGE
ACADEMIC AND STUDENT SERVICES COMMITTEE MEETING MINUTES**

Wisconsin Rapids Campus

June 17, 2024

A. CALL TO ORDER – Are Vang

The meeting was called to order at 4:19 p.m.

ROLL CALL

PRESENT: Betty Bruski Mallek, and Are Vang

OTHERS: Dr. Chris Severson

B. OPEN MEETING CERTIFICATION – Are Vang

The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.

C. APPROVAL OF COMMITTEE MINUTES (May 20, 2024) – Are Vang

Motion by Ms. Bruski Mallek, seconded by Ms. Vang, upon a voice vote, unanimously approved minutes as presented.

D. REVIEW OF CONSENT AGENDA ITEMS – Are Vang

E. INFORMATIONAL ITEMS

1. ALTERNATIVE DELIVERY METHODS AND COURSE COMPLETION UPDATE: Highlights of Mid-State’s alternative course delivery methods were provided along with course completion information. No action was taken.

F. ADJOURNMENT – Are Vang

There being no further action or business, the meeting adjourned at 4:40 p.m. with a motion by Ms. Vang, seconded by Ms. Bruski Mallek.

Betty Bruski Mallek, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE

Monday, July 8, 2024

3:00 p.m.

Mid-State Wisconsin Rapids Campus Room A203
500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – RICHARD MERDAN

B. OPEN MEETING CERTIFICATION – RICHARD MERDAN

This July 8, 2024 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.

C. APPROVAL OF COMMITTEE MINUTES – JUNE 17, 2024 (Voice Vote) – RICHARD MERDAN

D. REVIEW OF CONSENT AGENDA ITEMS – RICHARD MERDAN

1. District Board Approval of Hires and Resignations of Contracted Staff

Approval of hires and resignations of contracted staff per State Statute 118.22(2) is requested.

E. INFORMATIONAL ITEMS

1. Workforce Advancement Training Grant Awards – Craig Bernstein

An overview of Mid-State's 2024-25 Workforce Advancement Training Grant (WAT) awards will be provided.

F. ADJOURNMENT (Voice Vote) – RICHARD MERDAN

MID-STATE TECHNICAL COLLEGE

HUMAN RESOURCES AND EXTERNAL RELATIONS COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus	June 17, 2024
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A. CALL TO ORDER – Richard Merdan
The meeting was called to order at 4:18 p.m.

ROLL CALL

PRESENT: Richard Merdan and Terry Whitmore

OTHERS: Dr. Karen Brzezinski and Craig Bernstein

B. OPEN MEETING CERTIFICATION – Richard Merdan
The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.

C. APPROVAL OF COMMITTEE MINUTES – Richard Merdan
February 19, 2024, March 18, 2024, April 15, 2024, and May 20, 2024
Minutes were reviewed.

Motion by Mr. Whitmore, seconded by Mr. Merdan, upon a voice vote, unanimously approved the minutes as presented.

D. REVIEW OF CONSENT AGENDA ITEMS – Richard Merdan

E. INFORMATIONAL ITEMS

1. AFFIRMATIVE ACTION PLAN – Dr. Karen Brzezinski
Presentation of the College’s Affirmative Action Plan was made. No action was taken.
2. CONFERENCE REVIEW – Craig Bernstein
A review of conferences held at Mid-State over the last year and preview of conferences in FY25 was provided. No action was taken.

F. ADJOURNMENT – Richard Merdan
There being no further action or business, the meeting adjourned at 4:40 p.m. with a motion by Mr. Whitmore, seconded by Mr. Merdan. Upon a voice vote.

Betty Bruski Mallek, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

COMMITTEE-OF-THE-WHOLE

Monday, July 8, 2024

3:30 p.m.

Mid-State Wisconsin Rapids Campus; Room L133-134
500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – RICHARD MERDAN

B. OPEN MEETING CERTIFICATION – RICHARD MERDAN

This July 8, 2024 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.

C. APPROVAL OF COMMITTEE MINUTES (May 20, 2024 Meeting) (Voice Vote) – RICHARD MERDAN

D. BOARD OFFICERS – RICHARD MERDAN

Discussion will be held regarding Mid-State's Board of Directors officer positions for the 2024-2025 year. Election of officers will be held during the regular meeting.

E. BOARD COMMITTEE ASSIGNMENTS – RICHARD MERDAN

Discussion around Mid-State Board committee assignments and District Boards Association committee assignments will be held.

F. BOARD PORTAL – ANGIE SUSAN

A demonstration of the new Board Portal will be provided.

G. ADJOURNMENT (Voice Vote) – RICHARD MERDAN

**MID-STATE TECHNICAL COLLEGE
COMMITTEE-OF-THE-WHOLE MEETING MINUTES**

Wisconsin Rapids Campus	May 20, 2024
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A. CALL TO ORDER – Richard Merdan
The meeting was called to order at 5:00 p.m.

ROLL CALL

PRESENT: Shawn Becker, Betty Bruski Mallek, Richard Merdan, Charles Spargo, Are Vang, Ryan Zietlow and Dr. Shelly Mondeik

EXCUSED: Terry Whitmore

OTHERS: Craig Bernstein, Greg Bruckbauer, Dr. Karen Brzezinski, Logan Hamman, Dr. Mandy Lang, Brad Russell, Dr. Chris Severson, and Angie Susa

B. OPEN MEETING CERTIFICATION – Richard Merdan
The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.

C. APPROVAL OF COMMITTEE MINUTES (APRIL 15, 2024 MEETING) – Richard Merdan
Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a voice vote, approved the minutes as presented.

D. IT PROJECTS UPDATE – Brad Russell
An update on the status of Mid-State’s Device Customization project and the result of DMI’s penetration and vulnerability tests was provided.

E. OFFICER AND COMMITTEE UPDATES – Richard Merdan
Board members discussed an interim Treasurer for the Board as well as equalizing committee membership. Mr. Zietlow will move to the Finance & Infrastructure Committee and Mr. Spargo will act as Committee Chair.

Motion by Mr. Spargo, seconded by Ms. Vang, upon voice vote, unanimously approved Ms. Bruski Mallek as interim Treasurer.

F. ADJOURNMENT – Richard Merdan
There being no further action or business, the meeting adjourned at 5:20 p.m. with a motion by Ms. Vang, seconded by Mr. Spargo, upon a voice vote.

Betty Bruski Mallek, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

DISTRICT BOARD OF DIRECTORS

Monday, July 8, 2024

Immediately Following Committee-of-the-Whole

Mid-State Wisconsin Rapids Campus; Room L133-134

500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – RICHARD MERDAN

B. ROLL CALL

C. OPEN MEETING CERTIFICATION – RICHARD MERDAN

This July 8, 2024, meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.

D. OPEN FORUM – RICHARD MERDAN

The open forum is at the option of the Board Chairperson and ground rules have been established to ensure the orderly conduct of business. This is a meeting of the District Board open to the public and not a public hearing. Persons who wish to address the District Board may make a statement as long as it pertains to a specific agenda item. Individuals should not expect to engage in discussion with the members of the District Board. The District Board Chairperson may or may not respond to statements made.

Ground rules regarding public comment on Board agenda item(s):

- 1. Public comments must pertain to an agenda item.*
- 2. No person may speak more than once to an issue or for a period longer than three to five minutes.*
- 3. No more than three people may be heard to one side of an issue.*
- 4. The District Board reserves the right to limit the total amount of time during which public comments will be heard at any given meeting.*
- 5. The Board Chairperson reserves the right to stop unprofessional discussion or discussion targeted toward a specific individual. Deviation from these parameters may occur upon the consent of the majority of the Board.*

E. ACTION ON JUNE 17, 2024 BOARD MEETING MINUTES (Voice Vote) – RICHARD MERDAN

F. ACTION ON CONSENT AGENDA (Roll Call Vote) – RICHARD MERDAN

1. Payment of Bills and Payroll

District bills for June 2024 total \$1,173,614.42 of which \$441,150.23 represents operational expenditures and \$732,464.19 represents capital expenditures. Payroll disbursements for June totaled \$1,687,349.89 plus \$25,667.71 for travel and miscellaneous reimbursements, and \$628,998.96 in fringe benefits, for a total payroll disbursement of \$2,342,016.56. Administration recommends approval of the payment of these obligations totaling \$3,515,630.98.

2. Contracted Service Agreements

The District has entered into six contracted service agreements totaling \$12,890.00. The individual contracts are available for review upon request. Administration recommends approval of these contracts.

3. Procurements for Goods and Services

Procurements for Goods and Services fall into two groups: 1) procurements that require prior Board approval and 2) procurements approved by Administration but listed as information for the Board. Expertise regarding the purpose and specifications for procurements are generally unique to individual departments. Therefore, please notify the Business Office before the meeting if there are any questions. A response will be provided or arrangements for the subject-matter expert to be present will be made. There are no procurements which require Board approval.

4. District Board Approval of Hires and Resignations of Contracted Staff

Approval of hires and resignations of contracted staff per State Statute 118.22(2) is requested.

G. CHAIRPERSON'S REPORT – RICHARD MERDAN

1. Meeting attendance
2. WTC District Boards Association
3. Association of Community College Trustees (ACCT)
4. Next meeting date

H. PRESIDENT'S REPORT – DR. SHELLY MONDEIK

1. Campus Activities
2. Community Involvement
3. WTCS Updates
4. WTCS Presidents Association Activities

I. COMMITTEE REPORTS

1. Finance & Infrastructure Committee – Charles Spargo
 - a. Review of Consent Agenda Items
 1. Payment of Bills and Payroll
 2. Contracted Service Agreements
 3. Procurement for Goods and Services
 - b. Treasurer's Report
 - c. Bid #837 – Greenhouse Glass Replacement (Roll Call Vote)
 - d. Informational Items
 1. Outcomes Based Funding
 2. Finance Implications for Topics in Other Committees
2. Academic & Student Services Committee
 - a. Review of Consent Agenda Items
 - b. Informational Items
 1. Student Support Services

3. Human Resources & External Relations Committee
 - a. Review of Consent Agenda Items
 1. District Board Approval of Hires and Resignations of Contracted Staff
 - b. Informational Items
 1. Workforce Advancement Training Grant Awards
4. Committee-of-the-Whole
 - a. Board Officers
 - b. Board Committee Assignments
 - c. Board Portal

J. DISCUSSION & ACTION – RICHARD MERDAN

1. 2025-2030 Strategic Plan – Dr. Chris Severson
The 2025-2030 Strategic Planning process, high level results, and recommendations will be provided to the Board.

K. ADJOURNMENT (Voice Vote) – RICHARD MERDAN

**MID-STATE TECHNICAL COLLEGE
DISTRICT BOARD MEETING MINUTES**

Wisconsin Rapids Campus	June 17, 2024
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A. CALL TO ORDER – Richard Merdan

The meeting was called to order at 5:05 p.m.

B. ROLL CALL

PRESENT: Betty Bruski Mallek, Richard Merdan, Charles Spargo, Are Vang, Terry Whitmore and Dr. Shelly Mondeik

EXCUSED: Shawn Becker and Ryan Zietlow

OTHERS: Craig Bernstein, Greg Bruckbauer, Debby Brunett, Dr. Karen Brzezinski, Micki Dirks-Luebbe, Logan Hamman, Suzanne Rathe, Brad Russell, Dr. Chris Severson, Amber Stancher, and Angie Susa

C. OPEN MEETING CERTIFICATION – Richard Merdan

The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.

D. OPEN FORUM – Richard Merdan

The meeting was opened for comments from the audience. No one wished to address the Board.

E. APPROVAL OF MINUTES

Motion by Mr. Spargo, seconded by Mr. Whitmore, upon a voice vote, approved minutes from the board meeting held May 20, 2024.

F. CONSENT AGENDA

Motion by Ms. Bruski Mallek, seconded by Mr. Whitmore, upon a roll call vote, unanimously approved the following consent agenda items:

1. The district's bills for the month of May 2024 were presented. These bills totaled \$1,824,210.92 of which \$581,037.33 represents operational expenditures and \$1,243,173.59 represents capital expenditures. The district's payroll for the month of May totaled \$2,491,098.86 plus \$38,258.51 for travel and miscellaneous reimbursements and \$737,441.90 in fringe benefits. The district's bills and payroll totaled \$5,091,010.19.

2. Entered into the following contracted service agreements totaling \$20,706.27:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
147108	Mobile Crane Safety	\$ 1,640.00
147109	Mechanical Maintenance Training	\$ 6,250.00
147110	Supervisory Skills	\$ 3,900.00
147111	Mock Code Simulation	\$ 4,554.00
147112	Fire Extinguisher Training	\$ 2,500.00
147113	Heartsaver CPR/AED Adult/Child	\$ 630.00
147114	Excel Basics	\$ 3,200.00
147115	OSHA 10 – General Industry	\$ 9,200.00
147116	BLS – Basic Life Support Provider	\$ 960.00
147117	First Responder – Industrial Skills	\$ 1,100.00
147118	Heartsaver CPR/AED Adult/Child	\$ 1,490.00
147119	Heartsaver First Aid/CPR	\$ 4,395.00
147120	Heartsaver First Aid/CPR	\$ 1,195.00

3. Approved the following procurement(s) for goods and services:
There are no procurements requiring Board Approval

4. District Board Approval of Hires and Resignations of Contracted Staff:
Resignations:
 - Gregory Engen (effective May 17, 2024); Instructor, Renewable Energy Technician & Construction Trades
 - Julie Larson (effective June 30, 2024); Instructor & Program Director, Health Information Management

G. CHAIRPERSON'S REPORT – Richard Merdan

1. Mr. Becker and Mr. Zietlow asked to be excused this evening.
2. The Board Appointment process is underway. Applicants for the Employee and School District Administrator positions will meet with the Appointment Committee on Wednesday evening. A new process will begin for an Employer member.
3. The 2024 ACCT Leadership Congress will be held October 23-26 in Seattle. Those interested in attending should connect with Ms. Susa to make proper arrangements.
4. Future meeting dates (times unless otherwise announced):
MONTHLY MEETING
Monday, July 8, 2024
Wisconsin Rapids Campus
Committee-of-the-Whole: 3:30 p.m.
Board Meeting: Following Committee-of-the-Whole

H. FOUNDATION REPORT – Micki Dirks-Luebbe

1. Highlights of recent and upcoming Foundation events were provided. Free Tuition Thursday begins again at the Wisconsin Rapids Rafters games, the Foundation “Groovy Giving” Golf event just concluded and a community and alumni event will be held at Mid-State on Central. The next Foundation event is the Trap event on September 20.

I. PRESIDENT'S REPORT – Dr. Shelly Mondeik

1. Campus activities were highlighted. Activities included hosting a Partners in Education event, providing a tour of the Healthcare Simulation Center to US Secretary Becerra, Cuts for Kids event and Rafters Meet-and-Greet event.
2. Dr. Mondeik highlighted upcoming events at the AMETA™ Center. An employee sneak peek will be held on July 18, followed by a Donor Appreciation luncheon and ribbon cutting on July 22 and then community open house events.
3. The Presidents Association held its annual planning session and determined officers for the coming year. Dr. Mondeik is remain as liaison for the Instructional Service Administrators.

J. COMMITTEE REPORTS

1. FINANCE & INFRASTRUCTURE COMMITTEE – Charles Spargo
 - a. TREASURER'S REPORT: Reviewed with the Board. No questions or concerns arose.
 - b. RESOLUTION AWARDING THE SALE OF \$5,000,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2024A: Debby Brunett of Baird, Inc. joined the Board to walk through the sale. She highlighted the timeline for the borrowing, interest rates and when deposit will occur. Mid-State received a AA1 Moody's Rating and financial stability of the district was noted.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the following Resolution Awarding The Sale of \$5,000,000 General Obligation Promissory Notes, Series 2024A:

WHEREAS, on May 20, 2024, the District Board of the Mid-State Technical College District, Adams, Clark, Jackson, Juneau, Marathon, Portage, Waushara and Wood Counties, Wisconsin (the "District") adopted a resolution (the "Authorizing Resolution") which authorized the issuance of general obligation promissory notes in the amount of \$4,159,281 for the public purpose of paying the cost of acquiring movable equipment; in the amount of \$796,339 for the public purpose of paying the cost of building remodeling and improvement projects; and in the amount of \$44,380 for the public purpose of paying the cost of site improvements (collectively, the "Project");

WHEREAS, the District caused Notices to Electors to be published in the Marshfield News-Herald on May 24, 2024 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 acquiring movable equipment and building remodeling and improvement projects;

WHEREAS, no petition for referendum has been filed with the District and the time to file such a petition expires on June 24, 2024;

WHEREAS, the District Board hereby finds and determines that the Project is within the District's power to undertake and therefore serves a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes;

WHEREAS, the District is authorized by the provisions of Section 67.12(12), Wisconsin Statutes, to borrow money and issue general obligation promissory notes for such public purposes; and

WHEREAS, it is the finding of the District Board that it is necessary, desirable and in the best interest of the District to sell such general obligation promissory notes (the "Notes") to Robert W. Baird & Co. Incorporated (the "Purchaser"), pursuant to the terms and conditions of its note purchase proposal attached hereto as Exhibit A and incorporated herein by this reference (the "Proposal").

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

Section 1. Sale of the Notes. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of FIVE MILLION DOLLARS (\$5,000,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal is hereby accepted and 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 (subject to the condition that no valid petition for referendum is timely filed by June 24, 2024). To evidence the obligation of the District, the Chairperson and Secretary are hereby authorized, empowered and directed to make, execute, issue and sell to the Purchaser for, on behalf of and in the name of the District, the Notes aggregating the principal amount of FIVE MILLION DOLLARS (\$5,000,000) for the sum set forth on the Proposal, plus accrued interest to the date of delivery.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2024A"; shall be issued in the aggregate principal amount of \$5,000,000; shall be dated July 17, 2024; 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 March 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit B-1 and incorporated herein by this reference. Interest shall be payable semi-annually on March 1 and September 1 of each year commencing on March 1, 2025. 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 B-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes maturing on March 1, 2032 and thereafter shall be subject to redemption prior to maturity, at the option of the District, on March 1, 2031 or on any date thereafter. Said Notes shall be redeemable as a whole or in part, and if in part, from maturities selected by the District, and within each maturity, by lot (as selected by DTC (defined herein)), at the principal amount thereof, plus accrued interest to the date of redemption.

[The Proposal specifies that [some of] the Notes shall be subject to mandatory redemption. The terms of such mandatory redemption are set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference. Upon the optional redemption of any of the Notes subject to mandatory redemption, the principal amount of such Notes so redeemed shall be credited against the mandatory redemption payments established in Exhibit MRP for such Notes in such manner as the District shall direct.]

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 C 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 2024 through 2033 for the payments due in the years 2025 through 2034 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 shall 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 General Obligation Promissory Notes, Series 2024A" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. There shall be deposited into 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 (the "Borrowed Money Fund") separate and distinct from all other funds of the District and disbursed solely for the purpose or purposes for which borrowed. 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 purpose or 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 purpose(s) 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 Associated Trust Company, National Association, Green Bay, Wisconsin, 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 District hereby authorizes the Chairperson and Secretary or other appropriate officers of the District to enter into a Fiscal Agency Agreement between the District and the Fiscal Agent. Such contract may provide, among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats. Sec. 67.10(2)(a) to G), where applicable, with respect to the Notes.

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 15th day of the 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, which the Secretary or other authorized representative of the District is authorized and directed to execute and deliver to DTC on behalf of the District to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the District office.

Section 16. Official Statement. The District Board hereby approves the Preliminary Official Statement with respect to the Notes and deems the Preliminary 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 Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate District official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The Secretary shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement 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.

Adopted, approved and recorded June 17, 2024.

- c. FY25 BUDGET RESOLUTION: A Public Hearing was held prior to the meeting this evening to review the proposed budget. Following approval, the budget will be submitted to the WTCS Office.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the following FY25 Budget Resolution:

WHEREAS, Mid-State Technical College prepared a budget for the fiscal year 2025, necessary to provide educational services to the citizens, industries and communities within the College's boundaries; and

WHEREAS, the outstanding indebtedness of the College, as of July 1, 2024, consists of \$25,910,000 in promissory notes and \$1,295,000 in general obligation bonds;

WHEREAS, the anticipated revenues for the FY25 budget consist of \$14,328,779 from Local Government, \$20,684,554 from State Aids, \$7,850,226 from Student Fees, \$4,939,227 from Institutional Sources, and \$7,856,765 from the Federal Government; and

WHEREAS, other funding sources for the FY25 budget consist of \$7,500,000 in proceeds from long-term debt; and

WHEREAS, the estimated retained earnings and fund balances as of July 1, 2024, consist of \$11,356,804 in the General Fund, \$181,216 in the Special Revenue Fund - Aidable, \$5,425,054 in the Special Revenue Fund - Non-Aidable, \$524,741 in the Capital Projects Fund, \$1,148,749 in the Debt Service Fund, \$690,030 in the Enterprise Fund, and \$2,501,100 in the Internal Service Fund;

NOW, THEREFORE, BE IT RESOLVED by the Mid-State Technical College Board to approve the appropriations for the FY25 budget consisting of the following fund types and functions:

In the General Fund - \$20,390,163 for Instruction, \$1,040,945 for Instructional Resources, \$4,906,745 for Student Services, \$6,727,559 for General Institutional and \$2,248,664 for Physical Plant;

In the Special Revenue Fund - Aidable - \$1,771,223 for Instruction, and \$2,630 for Physical Plant;

In the Special Revenue Fund - Non-Aidable - \$475,000 for Instruction, \$8,370,912 for Student Services and \$301,710 for General Institutional;

In the Capital Projects Fund - \$2,472,676 for Instruction, \$65,496 for Instructional Resources, \$674,000 for Student Services, \$1,800,293 for General Institution□ and \$3,083,410 for Physical Plant;

In the Debt Service Fund - \$1,274,881 for Instruction, and \$7,222,726 for Physical Plant;

In the Enterprise Fund -\$1,184,633 for Auxiliary Services; and,

In the Internal Service Fund -\$504,821 for Auxiliary Services.

BE IT FURTHER RESOLVED that the approval includes any modifications to the FY25 budget resulting from public input during the Public Hearing, and formally endorsed by the board.

BE IT FURTHER RESOLVED that this FY25 budget be submitted, as approved, to the Wisconsin Technical College System Board prior to July 1, 2024, as required by State Statutes 38.12(5m).

- d. MID-STATE THREE-YEAR FACILITIES PLAN REVIEW: The Board reviewed a summation of Mid-State's Three-Year Facilities Plan. This plan outlines the colleges facilities projects.

Motion by Mr. Spargo, seconded by Mr. Whitmore, upon a voice vote, approved Mid-State's Three-Year Facilities Plan as presented.

- e. ANTHOLOGY ENTERPRISE RESOURCE PLANNING: An update on the college's Anthology project was provided. A new target completion date, March 2025, has been established and review of module timelines is underway.
- f. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.

- 2. ACADEMIC & STUDENT SERVICES COMMITTEE – Are Vang
 - a. ALTERNATIVE DELIVERY METHODS AND COURSE COMPLETION UPDATE: Instructional modes used by course takers at the college were highlighted. In addition, course completion data was shared.
- 3. HUMAN RESOURCES & EXTERNAL RELATIONS – Richard Merdan
 - a. AFFIRMATIVE ACTION PLAN: Review of the college's Affirmative Action Plan was completed. Information related to student and employee populations was highlighted. Examples of changes to meet plan guidelines were shared.
 - b. CONFERENCE REVIEW: An overview of conferences hosted at the college was provided. Overall, conferences doubled over 2023. Underway for 2024-2025, three new conferences are being planned and 15 total are targeted both on and off site.

K. DISCUSSION & ACTION

- 1. RECENT GLOBAL EDUCATION EXPERIENCES: Mid-State students and staff recently traveled to London on a global cultural experience and to Germany for the exchange program. Highlights of both experiences were provided.

M. CLOSED SESSION

Mr. Merdan announced The Board will entertain a motion to convene to closed sessions, pursuant to s.19.85(1)(c) and (f) Wisconsin statutes, for the following purposes. The Board may take action in closed session.

- Consideration of employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (to conduct the President's Evaluation).
- Consideration of employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation for charges against specific persons where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations (consider information regarding Administrative employee).

Motion by Mr. Whitmore, seconded by Ms. Vang, upon a roll call vote at 6:21 p.m., unanimously approved convening in closed session as announced by Mr. Merdan.

Motion by Mr. Spargo, seconded by Mr. Whitmore, upon a roll call vote at 7:21 p.m., unanimously approved reconvening in open session.

Mr. Merdan announced that the presidents performance was reviewed in closed session and no action was taken.

N. ADJOURNMENT – Richard Merdan

There being no further action or business of the Board, the meeting adjourned at 7:22 p.m. with a motion by Mr. Whitmore, seconded by Ms. Bruski Mallek, upon a voice vote.

Betty Bruski Mallek, Secretary

Angela R. Susa, Recording Secretary

MID-STATE TECHNICAL COLLEGE

PUBLIC HEARING MINUTES

Wisconsin Rapids Campus	June 17, 2024
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A. CALL TO ORDER – Richard Merdan

The meeting was called to order at 4:54 p.m.

ROLL CALL

PRESENT: Betty Bruski Mallek, Richard Merdan, Charles Spargo, Are Vang, Terry Whitmore and Dr. Shelly Mondeik

EXCUSED: Shawn Becker and Ryan Zietlow

OTHERS: Craig Bernstein, Greg Bruckbauer, Debby Brunett, Dr. Karen Brzezinski, Micki Dirks-Luebbe, Logan Hammann, Suzanne Rathe, Brad Russell, Dr. Chris Severson, Amber Stancher, and Angie Susa

B. OPEN MEETING CERTIFICATION – Richard Merdan

The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time, place and agenda of the meeting.

C. PUBLIC HEARING

Wisconsin Statutes require the Mid-State Board to publish the proposed budget and to hold a Public Hearing prior to formal adoption of a budget. The purpose of this Public Hearing is to receive input from the general public. A formal budget presentation has been made to the Mid-State Board as was accessible by the general public through the public access channel. Publication of the FY25 Budget Summary and notice of this Public Hearing has occurred in accordance with WTCS requirements as a Class 1 Legal Notice. A copy of the FY25 Budget Booklet, meeting WTCS requirements, is available upon request.

D. PRESENTATION OF THE DISTRICT BUDGET – Greg Bruckbauer

Highlights of changes encompassing the FY25 Budget were provided. Comments from the public were welcomed.

E. PUBLIC TESTIMONY

No one wished to address the Board.

F. ADJOURNMENT – Richard Merdan

There being no further business, the Public Hearing adjourned at 5:02 p.m. with a motion by Ms. Bruski Mallek, seconded by Mr. Whitmore, upon a voice vote.

Betty Bruski Mallek, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

Paid Invoice Listing June 1 - June 20, 2024

Account	Descr	Name	Sum Amount	Notes
1501	Prepaid Expenses	CENTURY PLAZA 1 D/B/A PATHOS PROPERTIES	1,850.00	
2106	Accrued Encumbrances	COBALT DESIGN AND MANUFACTURING, LLC	7,710.00	
2106	Accrued Encumbrances	KRYSTAL KLEER ICE SCULPTURES, LLC	375.00	
2106	Accrued Encumbrances	LAMAR COMPANIES	2,495.00	
2106	Accrued Encumbrances	US BANK-PCARD	563.51	
2129	Emergency Funding Foundation	MID-STATE TECHNICAL COLLEGE FOUNDATION	69.00	
4841	Equipment Sales	VANGUARD COMPUTERS, INC.	406.14	
5201	Travel - Meeting Expenses	PORTAGE COUNTY HISTORICAL SOCIETY	100.00	
5201	Travel - Meeting Expenses	Stanislawski, Debbie Lynn	400.00	
5201	Travel - Meeting Expenses	US BANK-PCARD	33,086.15	Multiple Charges
5201	Travel - Meeting Expenses	UW MADISON	1,450.00	
5203	Mileage	BRIAN D LITZA	120.60	
5204	Meals	BOWLMOR LANES	55.12	
5204	Meals	BRIAN D LITZA	28.00	
5204	Meals	US BANK-PCARD	5,479.39	
5205	Lodging	US BANK-PCARD	12,193.64	
5210	Staff Development Expense	DISTRICTS MUTUAL INSURANCE	60.00	
5210	Staff Development Expense	US BANK-PCARD	2,685.26	
5212	Tuition Reimbursement	TOMORROW RIVER SCHOOL DISTRICT	2,084.90	
5213	Dues_Memberships_Subscriptions	ADAMS-FRIENDSHIP TIMES REPORTER	411.38	
5213	Dues_Memberships_Subscriptions	HEARTLAND BUSINESS SYSTEMS	173.13	
5213	Dues_Memberships_Subscriptions	MORAIN PARK TECHNICAL COLLEGE	200.00	
5213	Dues_Memberships_Subscriptions	US BANK-PCARD	6,253.92	
5230	Instructional Supplies	MISSISSIPPI WELDERS SUPPLY CO., INC	760.73	
5230	Instructional Supplies	PATTERSON DENTAL SUPPLY, INC.	13.79	
5230	Instructional Supplies	US BANK-PCARD	18,187.59	
5231	Noninstructional Supplies	BADGER STATE FARMS	231.50	
5231	Noninstructional Supplies	BOWLMOR LANES	165.38	
5231	Noninstructional Supplies	BOYS & GIRLS CLUB OF PORTAGE COUNTY INC	2,858.11	WIG Payment
5231	Noninstructional Supplies	CITY OF MARSHFIELD	47.16	
5231	Noninstructional Supplies	COLOMA FIRE DEPARTMENT	750.00	
5231	Noninstructional Supplies	COUNTRY SPORTS INC	389.90	
5231	Noninstructional Supplies	GOTTA GO RENTALS LLC	200.00	
5231	Noninstructional Supplies	HEINZEN PRINTING INC	255.00	
5231	Noninstructional Supplies	HENRICKSEN & COMPANY, INC.	832.86	
5231	Noninstructional Supplies	INSIGHT FS	2,721.67	
5231	Noninstructional Supplies	KRYSTAL KLEER ICE SCULPTURES, LLC	220.00	
5231	Noninstructional Supplies	MELODY GARDENS	281.70	
5231	Noninstructional Supplies	MISSISSIPPI WELDERS SUPPLY CO., INC	106.21	
5231	Noninstructional Supplies	NASSCO, INC.	1,162.17	
5231	Noninstructional Supplies	QUALITY RESOURCE GROUP, INC.	1,666.60	
5231	Noninstructional Supplies	SOUNDWORKS SYSTEMS INC	912.38	
5231	Noninstructional Supplies	STERLING WATER INC	75.00	
5231	Noninstructional Supplies	US BANK-PCARD	22,348.31	
5231	Noninstructional Supplies	YMCA - SOUTH WOOD COUNTY	750.00	
5232	Minor Equipment	US BANK-PCARD	7,502.20	
5233	Library Acq - Reference Books	US BANK-PCARD	492.14	
5234	Postage	US BANK-PCARD	25.20	
5271	Advertising_Promotions	6 AM MARKETING, INC.	1,375.00	
5271	Advertising_Promotions	CENTRAL WI MANUFACTURING ALLIANCE, INC	6,150.00	
5271	Advertising_Promotions	CITY OF MARSHFIELD	594.00	
5271	Advertising_Promotions	ERIN'S CARE SOLUTIONS, LLC/MISSIONS R US	87.40	
5271	Advertising_Promotions	HEINZEN PRINTING INC	85.25	
5271	Advertising_Promotions	PORTAGE COUNTY BUSINESS COUNCIL INC	750.00	
5271	Advertising_Promotions	STEVENS POINT ALLIANCE, INC.	200.00	
5271	Advertising_Promotions	US BANK-PCARD	14,754.16	
5281	Repairs	HEARTLAND BUSINESS SYSTEMS	48.75	
5281	Repairs	US BANK-PCARD	1,560.43	
5283	Building Repair	CURRENT TECHNOLOGIES INC	984.20	
5283	Building Repair	PER MAR SECURITY SERVICES	708.60	
5283	Building Repair	US BANK-PCARD	611.10	
5284	Grounds Repair	CURRENT TECHNOLOGIES INC	591.10	
5284	Grounds Repair	HORST DISTRIBUTING INC	1,119.40	
5284	Grounds Repair	US BANK-PCARD	497.75	
5301	Professional Academic Contract	COLOMA FIRE DEPARTMENT	626.00	
5351	Other Contracts and Services	AIR DEMAND, LLC	714.50	
5351	Other Contracts and Services	AIRGAS USA LLC	291.08	
5351	Other Contracts and Services	ASCENSION WI EMPLOYER SOLUTION	1,710.00	
5351	Other Contracts and Services	AUTOMATED LOGIC CONTRACTING SERVICES	1,885.00	

Paid Invoice Listing June 1 - June 20, 2024

Account	Descr	Name	Sum Amount	Notes
5351	Other Contracts and Services	BRIAN D LITZA	530.00	
5351	Other Contracts and Services	CARLSON DETTMANN CONSULTING	1,375.00	
5351	Other Contracts and Services	Diversified Benefit Services, Inc.	100.00	
5351	Other Contracts and Services	GROUNDSD DETAIL SERVICE LLC	12,839.05	
5351	Other Contracts and Services	HEARTLAND BUSINESS SYSTEMS	1,371.02	
5351	Other Contracts and Services	HIRERIGHT LLC	396.76	
5351	Other Contracts and Services	HealthCheck360	1,284.04	
5351	Other Contracts and Services	INTEGRITY FIRE PROTECTION INC	331.00	
5351	Other Contracts and Services	James C. DuCanto, M.D.	2,179.67	
5351	Other Contracts and Services	LAKESHORE TECHNICAL COLLEGE	82,279.97	WILM Charges - April and May
5351	Other Contracts and Services	MADISON COLLEGE FOUNDATION - FUND 0039	600.00	
5351	Other Contracts and Services	MISSISSIPPI WELDERS SUPPLY CO., INC	164.45	
5351	Other Contracts and Services	PER MAR SECURITY SERVICES	436.25	
5351	Other Contracts and Services	SHRED IT	66.00	
5351	Other Contracts and Services	SPECTRUM BUSINESS	10,149.86	
5351	Other Contracts and Services	STAFFWORKS GROUP	6,966.11	
5351	Other Contracts and Services	STOCOR PORTABLE STORAGE LLC	805.00	
5351	Other Contracts and Services	SUMMIT FIRE PROTECTION, CO.	462.25	
5351	Other Contracts and Services	THE LANDSCAPERS LLC	158.58	
5351	Other Contracts and Services	TRUGREEN	4,153.50	
5351	Other Contracts and Services	US BANK-PCARD	10,191.21	
5351	Other Contracts and Services	US OMNI & TSACG COMPLIANCE SERVICES, INC	90.24	
5351	Other Contracts and Services	WI DEPT OF JUSTICE	250.00	
5351	Other Contracts and Services	WI RAPIDS PUBLIC SCHOOLS	990.00	
5351	Other Contracts and Services	WNA SERVICES CO	132.00	
5352	Maintenance Contracts	BAUERNFEIND BUSINESS TECHNOLOGIES INC	432.43	
5352	Maintenance Contracts	E O JOHNSON INC	10,188.02	
5353	Professional Fees	Boardman & Clark LLP	1,242.50	
5353	Professional Fees	GANNETT WISCONSIN LOCALIQ	650.73	
5357	Software maint annual agreemen	BOYS & GIRLS CLUB OF PORTAGE COUNTY INC	10,121.54	WIG Payment
5357	Software maint annual agreemen	HEARTLAND BUSINESS SYSTEMS	5,280.00	
5357	Software maint annual agreemen	PIEPER ELECTRIC, INC.	2,932.50	
5357	Software maint annual agreemen	US BANK-PCARD	490.81	
5357	Software maint annual agreemen	ZUMASYS, INC.	52.52	
5452	Electricity Expense	ALLIANT ENERGY/WP&L	1,448.19	
5452	Electricity Expense	MARSHFIELD UTILITIES	3,780.20	
5452	Electricity Expense	WI PUBLIC SERVICE CORP	7,720.52	
5453	Sewer_Water	MARSHFIELD UTILITIES	606.00	
5454	Heat	BLUE EDGE ENERGY LLC	420.08	
5454	Heat	WE ENERGIES	10.45	
5454	Heat	WI PUBLIC SERVICE CORP	694.72	
5454	Heat	WORLD FUEL SERVICES, INC.	1,621.30	
5455	Telephone	AT&T	802.69	
5455	Telephone	CONCORD TECHNOLOGIES	110.07	
5455	Telephone	FRONTIER NORTH INC	2,741.62	
5455	Telephone	HEARTLAND BUSINESS SYSTEMS	617.50	
5455	Telephone	SOLARUS	2,520.51	
5455	Telephone	US CELLULAR	1,655.87	
5456	Garbage Pickup	HARTER'S FOX VALLEY DISPOSAL	2,788.08	
5501	Student Activity_Club Expense	US BANK-PCARD	7,266.30	
5501	Student Activity_Club Expense	WESTIN PEACHTREE PLAZA	1,738.40	
5650	Graduation Expense	BRICKHOUSE SCHOOL SERVICES	130.15	
5650	Graduation Expense	Interprenet	900.00	
5650	Graduation Expense	SOUNDWORKS SYSTEMS INC	18,984.80	
5650	Graduation Expense	US BANK-PCARD	1,027.69	
5654	Project Participant Cost	ASPIRUS DIVINE SAVIOUR CHILD CARE CENTER	493.48	
5654	Project Participant Cost	DONNA L. CHRISTENSEN	500.00	
5654	Project Participant Cost	NORTH SIDE YARD LLC	400.00	
5654	Project Participant Cost	Safelite Fulfillment Inc.	437.66	
5654	Project Participant Cost	US BANK-PCARD	25.06	
5655	Sub Recip Wage and Fringe Pays	BOYS & GIRLS CLUB OF PORTAGE COUNTY INC	7,695.20	WIG Payment
5699	Other Expenditures	DEPT OF PUBLIC INSTRUCTION	190.00	
5699	Other Expenditures	US BANK-PCARD	1,400.92	
5701	Books Resale	ASCEND LEARNING HOLDINGS, LLC	440.00	
5701	Books Resale	REDSHELF, INC	6,923.50	
5701	Books Resale	US BANK-PCARD	559.70	
5702	Resale Expense	US BANK-PCARD	604.22	
5706	Internal Sales	US BANK-PCARD	1,314.60	

Paid Invoice Listing June 1 - June 20, 2024

Account	Descr	Name	Sum Amount	Notes
5707	Freight	FEDEX	46.29	
5715	Freight Online Sales	US BANK-PCARD	14.57	
5821	Building and Fixtures	ADAMS COUNTY FIRE DISTRICT	25,000.00	Fire Training Center MOU Payment for FY24
5821	Building and Fixtures	BADGER HEATING & AIR CONDITIONING	30,000.00	AMETA Center construction. Trade Pack #26 (HVAC). Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	CARL'S LANDSCAPE SERVICE, INC.	99,936.63	AMETA Center construction. Trade Pack #32 (Landscaping). Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	CURRENT TECHNOLOGIES INC	12,055.80	
5821	Building and Fixtures	EPPSTEIN UHEN ARCHITECTS, INC.	569.98	
5821	Building and Fixtures	FASTSIGNS 629	433.00	
5821	Building and Fixtures	HJ MARTIN AND SON INC	1,595.00	
5821	Building and Fixtures	J. H. FINDORFF & SON INC	23,567.27	
5821	Building and Fixtures	RJ RASMUSSEN PLUMBING & HEATING, INC	43,791.25	AMETA Center construction. Trade Pack #25 (Plumbing). Board approved AMETA project at the 2/28/22 board meeting.
5841	Furniture and Equipment	CONCEPT MACHINE TOOL WISCONSIN	136,644.69	Two invoices. First invoice for \$134,570.00 pertains to PO#2024000150, for a 3-axis vertical CNC machining center for AMETA. Board approved AMETA project at the 2/28/22 board meeting.
5841	Furniture and Equipment	FIRST TECHNOLOGIES INC	60,000.00	Pertains to PO#2024000176 for a Fiber Laser Welder for the AMETA center. Board approved AMETA project at the 2/28/22 board meeting.
5841	Furniture and Equipment	FSS BUSINESS SYSTEMS, INC.	63,443.17	Pertains to PO#2024000181. Moveable storage cabinets for AMETA. Board approved AMETA project at the 2/28/22 board meeting.
5841	Furniture and Equipment	GRAINGER INC	1,937.07	
5841	Furniture and Equipment	GREENWAY & ASSOCIATES, LTD	52,750.00	Pertains to PO#2024000137 for a vertical bandsaw for the AMETA. Board approved the AMETA project at the 2/28/22 board meeting.
5841	Furniture and Equipment	HAAS FACTORY OUTLET LLC	81,988.86	Pertains to PO#2024000151 for a 5-axis Vertical Maching Center for the AMETA. Board approved the AMETA project at the 2/28/22 board meeting.
5841	Furniture and Equipment	HENRICKSEN & COMPANY, INC.	17,837.39	
5841	Furniture and Equipment	MISSISSIPPI WELDERS SUPPLY CO., INC	24,794.10	
5841	Furniture and Equipment	US BANK-PCARD	906.94	
5842	Computers and Comp Software	BRILLIANT MARKETING AND CONSULTING, LLC	11,133.18	
5842	Computers and Comp Software	E O JOHNSON INC	28,807.00	Printer replacement for AMETA. Board approved the AMETA project at the 2/28/22 board meeting.
5842	Computers and Comp Software	HEARTLAND BUSINESS SYSTEMS	2,613.20	
5842	Computers and Comp Software	ORACLE OF AMERICA INC	4,980.00	
5842	Computers and Comp Software	US BANK-PCARD	5,420.62	
5842	Computers and Comp Software	VANGUARD COMPUTERS, INC.	371.54	
5842	Computers and Comp Software	ZUMASYS, INC.	1,887.50	
5901	Long-Term Principal	ASPIRUS RIVERVIEW HOSPITAL & CLINICS INC	13,175.00	

Paid Invoice Listing June 1 - June 20, 2024

Account	Descr	Name	Sum Amount	Notes
		Total	\$ 1,170,512.00	
2105	Refund Clearing	Total Financial Aid/Student Refunds	3,102.42	
		Total Payments for June 2024	\$ 1,173,614.42	
		Capital	732,464.19	
		Operational	441,150.23	

June Accepted Contract Service Agreements Meeting on July 8, 2024

Contract Number	Location of Business/Agency	Industry Type	Type of Service	Hours of Instructions	Estimated Number Served	Contract Amount
147121	Stevens Point	Business and Industry	Excel Training	9	14	2,900.00
147122	Marshfield	Business and Industry	Confined Space Awareness	4	30	3,800.00
147123	Marshfield	Business and Industry	Outdoor Grilling	2	12	1,100.00
147124	Plover	Business and Industry	BLS Renewal (In-Person)	3	16	1,640.00
147125	Marshfield	Business and Industry	HR Recruitment and Sourcing Training	18	15	2,950.00
147126	Marshfield	Business and Industry	Fire Extinguisher Training	1	60	500.00
					Total:	\$12,890.00

June Contract Training Proposals For Informational Purposes

Monthly Contract Training Proposal Recap - June 2024					
Proposal #	Bill to City	Industry Type	Type of Service	Proposal Amount	Current Status
1024	Stratford	Business and Industry	Advanced Stainless Steel Pipefitting	\$13,295.00	Presented
1021	Wisconsin Rapids	Business and Industry	Annual Retreat - Team Training	\$3,000.00	Presented
1010	Wisconsin Rapids	Business and Industry	Recalculation of Machine Rates (Phase 1) - Technical Assistance	\$650.00	Presented
1005	Nekoosa	Business and Industry	Garde Manager - Spring 2025 Offering	\$36,159.00	Presented
1004	Nekoosa	Business and Industry	Culinary Foundations - Fall 2024 Offering	\$43,418.00	Presented
TOTAL				\$96,522.00	

FINANCE & INFRASTRUCTURE COMMITTEE

Procurement of Goods and Services

July 8, 2024 Board Meeting

	<u>Amount</u>	<u>Procurement Method</u>
<u>Procurements Requiring Board Action</u>		
<u>None</u>		
Subtotal for Procurements Requiring Board Action	\$0.00	
<u>Procurements Not Requiring Board Action</u>		
School of Protective and Human Services Fire Training - Adams County Fire District	25,000.00	Mandatory
Subtotal for Procurements Not Requiring Board Action	\$25,000.00	
<u>Procurements Approved in Budget Process Not Requiring Board Action</u>		
AMETA Center		
HVAC - Badger Heating & Air Conditioning, LLC (Stevens Point, WI)	30,000.00	Bid
Landscaping - Carl's Landscaping Services Inc. (Arpin, WI)	99,936.63	Bid
Plumbing work - RJ Rasmussen Plumbing, Inc (Plover, WI)	43,791.25	Bid
Equipment - Concept Machine Tool Wisconsin, LLC (Delafield, WI)	136,644.69	RFP
Equipment - First Technologies, Inc. (Brookfield, WI)	60,000.00	Bid
Equipment - FSS Business Systems, Inc. (Wausau, WI)	63,443.17	RFP
Equipment - Greenway & Associates (Orange City, IA)	52,750.00	Bid
Equipment - Hass Factory Outlet (Milwaukee, WI)	81,988.86	Bid
IT Department		
AMETA Printers - E O Johnson (Wausau, WI)	28,807.00	State Contract
Subtotal for Procurements Approved in Budget Process Not Requiring Board Action	\$597,361.60	
<u>Mandatory Procurements Not Requiring Board Action</u>		
<u>None</u>		
Subtotal for Mandatory Procurements	\$0.00	

FINANCE & INFRASTRUCTURE COMMITTEE
Procurement of Goods and Services
July 8, 2024 Board Meeting

	<u>Amount</u>	<u>Procurement Method</u>
<u>Emergency Procurements</u>		
Lakeshore Technical College WILM expenses (Monthly) April & May	82,279.97	Mandatory
Subtotal for Emergency Procurements	<u>\$82,279.97</u>	
Grand Total	<u><u>\$704,641.57</u></u>	

Mid-State Technical College and the Wisconsin Technical College System have purchasing policies. The purchasing method applied meets those policies.

BID – A public notice is published in the local newspaper. Potential bidders are notified of the publication based on industry knowledge and past projects. Interested bidders can request plans and specifications to be used for bid preparation. The lowest fixed-price bid is accepted from a responsible bidder meeting specifications.

QUOTE – Quotes are solicited from three or more vendors (if available). The lowest quote meeting specifications is selected.

REQUEST FOR PROPOSAL (RFP) – A competitive selection process was completed to select the vendor for the purchase. Award was based on criteria that may include price and other critical criteria such as service, experience, references etc. Criteria is weighted and scored by evaluators. Agreements for services can extend for multiple years.

COOP (Cooperative) Purchase – A competitive procurement method was utilized to select the vendor and the contract was approved by another WTCS district. (Includes NJPA – National Joint Powers Alliance, WSCA – Western States Contract Alliance, National IPA – National Intergovernmental Purchasing Alliance and others)

STATE CONTRACT – A state agency such as the Department of Administration or UW system processed a bid or RFP and awarded the products and/or services to this vendor. Mid-State reserves the right to negotiate a lower price directly with the vendor.

CONSORTIUM CONTRACT – The WTCS Purchasing Consortium has completed a competitive selection process by RFP or Bid. Mid-State is able to participate without fulfilling a college-directed process.

SOLE SOURCE – The item meets the requirements listed in the Financial & Administrative Manual for Sole Source procurements.

MANDATORY – Mid-State is required to pay for the service or membership to provide day to day operations such as utilities, leases, insurance, mandatory membership dues, etc.

**RESOLUTION FOR
AWARDING OF BID #837
GREENHOUSE REPLACEMENT WISCONSIN RAPIDS CAMPUS**

WHEREAS, the condition of the Wisconsin Rapids Greenhouse is in need of repairs; and

WHEREAS, the proposed greenhouse was coordinated with, and approved by Mid-State's School of Applied Technology staff; and

WHEREAS, the bids for #837 were submitted, documented, opened, recorded, and scored in accordance with College and WTCS policies, and

WHEREAS, Administration has provided its recommendations to the District Board for the selection of services and the District Board wishes to award the selection for services of the project.

BE IT RESOLVED that the Mid-State Technical College Board accepts and approves the awarding of Bid #837 to United Greenhouse Systems, Inc. and in the amount of \$84,694.00, commencing on July 9, 2024 as recommended to the Board by Administration, as set forth in the schedules attached hereto.

BE IT FURTHER RESOLVED that the Mid-State Technical College Board approved the funding of \$84,694.00 for the Wisconsin Rapids Greenhouse from the FY2025 Academic budgeted funds.

Approval of Hires and Resignations of Contracted Employees July 8, 2024

Resignations

- Kayla Johnson (effective June 30, 2024)
Instructor, Medical Assistant
- Aaron Wulk (effective June 30, 2024)
Instructor, Welding

Hires

- n/a