

Wisconsin Indianhead Technical College  
Board Proceedings  
December 18, 2017

The regular meeting of the Wisconsin Indianhead Technical College Board was held on Monday, December 18, 2017, at 8:30 a.m., at the WITC-Rice Lake Campus, located at 1900 College Drive, Rice Lake, WI 54868.

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

Chairperson, Troy Lambert, called the meeting to order at 8:30 a.m. with the following Board members present: Andrew Albarado, James Beistle, Chris Fitzgerald, Brett Gerber, Janelle Gruetzmacher, Lorraine C. Laberee, and Troy Lambert. Lara Frasier arrived at 8:35 a.m. and Josh Robinson arrived at 8:39 a.m.

WITC employees Steve Decker, Anita Hacker, Kim Olson, John Will, and student Erica Schiebel were in attendance during the meeting. WITC employees Craig Fowler, Cindy Johnstone, Kim Pearson, as well as Rob Ganschow, Senator Janet Bewley, and Representative James Edming were present during a portion of this meeting.

**OPEN MEETING**

Kim Olson, Executive Assistant to the President and Board, read the following open-meeting statement: "The December 18, 2017, 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 December 14, 2017, 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.

James Beistle moved, seconded by Brett Gerber, to approve the agenda. 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.

**CAMPUS WELCOME**

Craig Fowler, Vice President, Continuing Education/Executive Director Foundation, and Rice Lake Campus Administrator, welcomed the Board. Highlights included information on his role with the College and the WITC Foundation, student housing service for our students, unique programs (Architectural Commercial Design, Broadband, and two-year Wood Technics), Commercial Driver's License - Class A (for semi-trailer trucks), and the Hub being great space for our students.

*Lara Frasier arrived at 8:35 a.m.*

**MEETING MINUTES**

1. Approval of the November 13, 2017, Regular Meeting Minutes

Brett Gerber moved, seconded by Lori Laberee, to approve the meeting minutes as printed. Upon a unanimous vote of all members present, motion carried. The signed contract listing from the November meeting was attached to the official minutes.

2. Approval of the November 13, 2017, Board Forward Meeting Minutes  
Lori Laberee moved, seconded by Lara Frasier, to approve the Board Forward meeting minutes as printed. Upon a unanimous vote of all members present, motion carried.

*Josh Robinson arrived at 8:39 a.m.*

### **BUDGET CONSIDERATIONS REQUIRING BOARD ACTION**

1. Approval of Annual Financial Audit Report

Mr. Decker introduced Anita Hacker and student Erica Schiebel. The annual financial audit report for year ending June 30, 2017, was presented by Rob Ganschow of Wipfli, LLP via a PowerPoint presentation. The report was provided and included the General Audit, A-133 Statement of Federal Audit, and Letter of Necessary Disclosures.

James Beistle moved, seconded by Andy Albarado, to approve the Annual Financial Audit Report as presented. Upon a roll-call vote, all members present voted yes; motion carried (9-0).

### **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.

Chris Fitzgerald moved, seconded by Janelle Gruetzmacher, to approve the Consent Agenda. Upon a roll-call vote, all members present voted yes; motion carried (9-0).

1. Personnel:

- A. **New Hire:** Rachel Peck, Student Services Assistant; Support and Technical Personnel; \$14.86/hour; Ashland; effective December 4, 2017.
- B. **Resignation:** Vicki Harmon, Early Childhood Education Instructor; New Richmond; effective June 30, 2018.
- C. **Resignation:** Sandra Lumen, Associate Degree Nursing Instructor; Superior; effective December 31, 2017.

*President Will noted that there were a total of 20 years of service from those who resigned (retired/leaving the College); Ms. Harmon served 13 years, and Ms. Lumen served 7 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 232026 through 232612 and electronic transfer payments totaling \$4,728,755.56 were approved.

5. Bids/Purchases

- A. **Remodeling Change Order – Shell Lake:** Board approval was given for Change Order 3 by LHB Architects in the total amount of \$12,198 for project #160545 at the Shell Lake Administrative Office. The change order is for changes to reception return and economizer.
- B. **Remodeling Change Order – Rice Lake:** Board approval was given for Change Order 6 by LHB Architects in the total amount of \$43,285 for project #150487 at the Rice Lake Campus. The change order is for additional data and electrical work, additional welding

gas work, wall seal, and unexpended owner purchased material amount. A financial summary was also included for the Board's review.

#### **OTHER ITEMS REQUIRING BOARD ACTION**

1. **Approval of WITC Foundation Memorandum of Understanding**

President Will reviewed key provisions in the WITC Foundation Memorandum of Understanding. Time was reserved for discussion. Board approval was requested for the WITC Foundation Memorandum of Understanding.

Andy Albarado moved, seconded by James Beistle, to approve the WITC Foundation Memorandum of Understanding as presented. Upon a roll-call vote, all members present voted yes; motion carried (9-0).

2. **Approval of Resolution 18-04, Awarding the Sale of \$2,750,000 General Obligation Promissory Notes, Series 2017B**

The sale of the \$2,750,000 promissory notes closed at 10:00 a.m. on Monday, December 18, 2017. Mr. Decker presented Resolution 18-04 (see attached) and the results of the bid to the Board at the meeting. Based on the bid results that were submitted from five (5) bidders, Mr. Decker recommended the lowest bid was from Robert W. Baird & Co. Inc., at 2.035455% 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.

Brett Gerber moved, seconded by Josh Robinson, to approve the Resolution 18-04, Awarding the Sale of \$2,750,000 General Obligation Promissory Notes, Series 2017B as presented. Upon a roll-call vote, all members present voted yes; motion carried (9-0).

3. **Approval of Resolution 18-05, Petition Wisconsin Technical College System (WTCS) Board Requesting Approval for the Remodeling and Addition at the WITC-New Richmond Campus**  
Resolution 18-05 was included for the Board's review (see attached). Mr. Decker presented details in a PowerPoint related to this project at the meeting. Board approval was requested to submit a Request for Approval to the WTCS Board for the WITC-New Richmond Campus facility projects. The projects include a renovation to the existing information technology, architectural design, and automated packaging classrooms and the bookstore. Additionally, there will be a renovation to the existing administration area. The project also includes an addition of a pole building for the agriculture and fire programs as well as the facilities department for additional storage. The project will include new finishes, lighting, replacement of dated HVAC units, and controls. WTCS Board approval is required per Wisconsin statutes. The WITC Board is authorized to act on bids after the WTCS Board acts on the Request for Approval.

Josh Robinson moved, seconded by James Beistle, to approve the Resolution 18-05, Petition Wisconsin Technical College System (WTCS) Board Requesting Approval for the Remodeling and Addition at the WITC-New Richmond Campus as presented. Upon a roll-call vote, all members present voted yes; motion carried (9-0).

#### **CORRESPONDENCE AND INFORMATION**

1. **Meeting Information Sharing**

Time was reserved for Board members to report on any meetings they attended; however, there were none.

2. **Travel Sign Up**

A. **Board Events Schedule**

Time was reserved for the Board to update administration on their plans for upcoming Board events. A copy of the *Board Events Schedule* was routed during the meeting for

Board members to update by recording their plans to attend (or not attend) the meetings and events listed on the form; or, to contact the Executive Assistant as soon as plans are confirmed. 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. Ms. Olson received a request to schedule the District Boards Association Update in March 2018 as noted at the bottom of the Monitoring Schedule. In addition, President Will recommended moving the "2015-2018 Strategic Goals Progress Report" from December 2017 to June 2018 when the 2015-2018 Strategic Plan is scheduled to be closed out. There were no objections from the Board.

4. President's Updates:

A. **SWOT Analysis Draft**

President Will shared a draft of the 2018-2021 SWOT Analysis Review with the Board and the work done by the President's Cabinet. Time was reserved for feedback.

B. **Fall Enrollment Report**

The fall enrollment report was reviewed by President Will.

C. **Program Advisory Committee Information Update**

President Will informed the Board that throughout the year WITC collaborates with 66 advisory committees representing all associate degree, diploma, and certificate programs, as well as Federal project service areas. There are 672 advisory committee members representing business and industry, public service agencies, and other educational institutions who meet with our staff.

D. **Assurance of Compliance-Civil Rights Certificate Update**

Time was reserved for President Will to update the Board on the annual required submission of the Assurance of Compliance - Civil Rights Certificate. The updated Certificate replaces all Assurance of Compliance Certificates previously submitted to the Office of Civil Rights by the District in the past.

E. **Governor Walker Visit Update**

Governor Walker visited the WITC-Rice Lake Campus on Monday, November 27, 2017, to learn more about the new online Broadband Academy. Governor Walker highlighted the State of Wisconsin's support for Broadband expansion and the importance of connecting the initiative with workforce development.

F. **Congressman Duffy St. Croix County Job Fair Update**

A job fair was held on Tuesday, November 28, 2017, at the WITC-New Richmond Campus. There were 30 employers in attendance. It was noted the participation wasn't good since people aren't looking for work.

G. **Candidate Forum Update**

There will be a special election in January to fill the vacant state senate seat in western Wisconsin previously held by Sheila Harsdorf in Senate District 10. A candidate forum was held on Monday, December 11, 2017, at 6 p.m., at the WITC-New Richmond Campus. Democrats John Calabrese, Patty Schachtner, and Reuben Herfindahl, along with Republicans Shannon Zimmerman, Adam Jarchow, and Libertarian Brian Correia were part of a panel to explain their position on various matters.



5. Legislative Updates

Time was reserved for legislative updates.

A. **Senator Janet Bewley**

Time was reserved for legislative updates from Senator Bewley. Topics included the revaluation of broadband, an inquiry on support from leadership for the technical college, funding, UW Colleges decision, and the opioid epidemic.

B. **Representative James Edming**

Time was reserved for legislative updates from Representative Edming. Topics included work on a bill that creates an exemption from the initial LLC filing fee of \$130 for student entrepreneurs who are enrolled at any post-secondary institution in Wisconsin. Work is also being done on the Competitive Integrated Employment (Employment First) bill to help with hiring disadvantaged people. Time was reserved for questions and answers.

*Note: Other legislators were invited to this meeting but were unable to attend.*

6. Board Leadership Scholarship Update

Trevor Anderson, WITC-New Richmond Machine Tooling Technics student, received the \$250 WITC Board Leadership Scholarship. This scholarship is available to students from every campus and awarded based on score. The Foundation received 412 completed applications eligible for this award. Chair Lambert encouraged Board members to support the Foundation and/or this scholarship.

7. Mileage Rate Update

The College's reimbursable mileage rate will increase from 53.5 cents to 54.5 cents per mile effective January 1, 2018. Electronic expense forms for the Board have been updated in the Board Only Resources folder on the WITC Connection for expenses incurred on/after January 1, 2018.

8. 2018 Board Appointment Update

President Will provided information on the 2018 Wisconsin Indianhead Technical College Board Appointment process. Wisconsin Statute §38.08(1)(a)1 states that a District Board shall administer the district and shall be composed of 9 members who are *residents of the district*, including 2 employers, 2 employees, 3 additional members, a school district administrator (SDA), as defined under §115.001(8), and one elected official who holds a state or local office, as defined in §5.02.

The Board Appointment Committee, consisting of the County Board Chairs who represent the 11 counties in WITC's district, is required to give equal consideration to the distribution of populations within the district. According to the Wisconsin Technical College System, this has been interpreted to mean:

a) **Male/Female Representation** – members of each gender (male/female) must hold at least three (3) positions on a District Board. *Note: The Board Appointment Committee will be seeking to appoint at least one qualified female to the WITC Board.*

b) **Minority Representation** – must reflect the distribution of minorities within a district. While all districts are encouraged to have minority representation on their District Boards, if the total percentage of minorities within the district exceeds 6.5%, at least **one minority** must hold a position on the District Board. *Note: WITC's most recent estimated minority population is 6.6% with two qualified minority representatives currently serving.*

In addition, in accordance with the WITC Plan of Representation, no region will have more than two members on the Board; therefore, applications will not be accepted from individuals who live in Region 3 (Rusk, Sawyer, and Washburn Counties) or Region 5 (Barron County) for the Districtwide School District Administrator position since there are two Board members currently serving on the WITC Board from those regions.

The chart below lists the current WITC District Board composition. There will be three open positions on the Board after June 30, 2018, as the terms for Board members holding those positions will expire (see highlighted rows below). The spring 2018 Board openings are for three-year terms (July 1, 2018 - June 30, 2021). Incumbents may reapply and will be requested to check their calendars for any conflicts with the Board Appointment hearing/committee meeting date once the tentative date has been established with the Board Appointment Chair.

It was requested that if any current Board member needs to end his/her term early, to let Administration know so that all open Board positions can be included in the spring 2018 Board Appointment process to avoid having to have a second Board Appointment hearing.

**Current 2017-2018 Board Composition Chart**

Category	Region	Incumbent	Gender	Term Expires
1. Employee	Douglas	Troy Lambert	Male	2018
2. Employer	St. Croix	Lara Frasier	Female	2018
3. School District Administrator	Districtwide	Josh Robinson	Male	2018
4. Additional	Districtwide	Andrew Albarado	Male	2019
5. Employee	Barron	Janelle Gruetzmacher	Female	2019
6. Employer	Rusk, Sawyer, & Washburn	Brett Gerber	Male	2019
7. Additional	Ashland, Bayfield, & Iron	Lorraine Laberee	Female	2020
8. Additional	Burnett & Polk	James Beistle	Male	2020
9. Elected Official	Districtwide	Chris Fitzgerald	Male	2020

In accordance with Wisconsin Statutes §38.10(2)(b), Mr. Roger Larson, St. Croix County Board Chair, is designated as the chair of the WITC Board Appointment Committee as St. Croix County has the largest population in the 11-county WITC district. A map of the district and the WITC Plan of Representation were provided for the Board.

Ms. Olson will work with the Board Appointment Chair on a Board Appointment hearing/committee meeting date to be held at the WITC-Administrative Office in Shell Lake. The application deadline will be confirmed with the Board Appointment Chair and posted on the WITC Board Appointment Web Page.

9. Special Recognition for Cynthia Johnstone

Time was reserved to recognize Cynthia Johnstone for her 45 years of service at WITC. President Will and Board Chair Lambert presented Ms. Johnstone with a Longevity Award at the meeting. Ms. Johnstone’s supervisor, Kim Pearson, was also present for this special recognition. Ms. Johnstone shared some of her WITC story with the Board.

10. Student Updates and News

This is a placeholder for student updates and College news items:

A. **Hayward Chamber Honors Excellence in Business, Service**

WITC received “Large Business of the Year” from the Hayward Area Chamber of Commerce at the Chamber’s Annual Awards Dinner. President Will thanked Lynn Fitch,

Associate Dean, Continuing Education, for her work at the WITC-Hayward Outreach Center. A *Sawyer County Record* article was provided.

**B. SOFTEC and WITC to Partner in Siren**

SOFTEC and WITC have partnered to develop highly employable personnel with certified technical and soft skill sets tailored to client's needs. SOFTEC is a facilitator between business/industry, education, and economic development organizations. The organization will open doors to skilled employment opportunities for residents of Burnett County and surrounding communities by offering a "fast-tracked, hands-on training." A *Frederic, Inter-County Leader* article was provided.

**C. Governor Walker Shows his Support of Broadband with Visit to WITC**

On November 27, Governor Scott Walker visited WITC-Rice Lake to recognize WITC's Broadband Academy, which is a unique program intended to provide highly skilled training to the expanding broadband workforce that will be required in the years to come. A *Leader Register* article was provided.

**D. Love Lights Ceremony**

About 500 lights symbolically honoring loved ones were lit during the annual WITC-Ashland Alumni Association's 27<sup>th</sup> annual holiday Love Light fundraiser. An *Ashland Daily Press* article was provided.

**11. Capital Equipment Purchases**

- A. **Projectors – Collegewide:** A purchase was made of projectors in the total amount of \$10,191 from CompView of St. Paul, MN. The projectors will be distributed collegewide.

**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, January 15, 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. At the January Board meeting, Ms. Laberee will join via phone; and, Mr. Fitzgerald and Ms. Gruetzmacher will not be in attendance.

**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, January 15, 2018, were listed on the Board's Monitoring Schedule. Additional agenda items for this meeting were discussed.

*Note: Board members may add additional items to next month's Board agenda by contacting the Chair before Thursday, December 28, 2017. 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.*

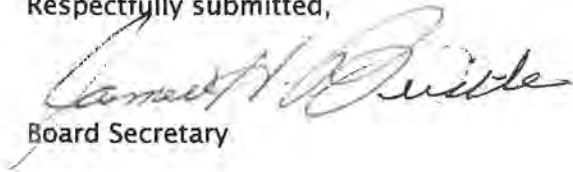
**MEETING EVALUATION**

**PLUS +/-DELTA ^**

- + Glad to have legislators present for discussion
- + Audit is positive; good work staff
- + Congratulations to staff – good work
- + Great bond rating/interest rate
- ^ None

Janelle Gruetzmacher moved, seconded by James Beistle, to adjourn the meeting at 11:02 a.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Janet H. Biddle".

Board Secretary

ko

*Note: A Board luncheon was provided; however, no action was taken.*



12/1/2017

8:38:15 AM

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

Wisconsin Indianhead Technical College  
Contract Estimated Full Cost Report

Fiscal Year:

2018

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

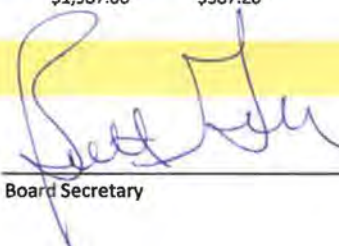
*-----ESTIMATED-----*												
Contract Number	Account Name	Location of Training	On Campus	Contract Revenue	Est Salary/Fringe	+	Indirect Cost	+	Other Direct Cost Total	=	Full Cost	Difference
<b>Approval Date: September 2017 (1 record)</b>												
718365	New Richmond High School	New Richmond High School	Off	\$1,401.00	\$855.14		\$284.42		\$0.00		\$1,139.56	\$261.44
First semester Personal Care Worker skill enhancement and testing for up to 14 students.												
<b>Approval Date: November 2017 (21 records)</b>												
718407	Advanced Food Products	Clear Lake	Off	\$2,051.00	\$726.00		\$241.47		\$134.82		\$1,102.29	\$948.71
Haz-Mat Technician Refresher Training. WITC will conduct 3-4 hour sessions for up to 12 employees of Advanced Food Products in Clear Lake.												
718417	Superior Senior High School	WITC Superior	On	\$10,028.00	\$0.00		\$0.00		\$10,028.00		\$0.00	\$0.00
Students of Superior High School will participate in Certified Nursing Assistant classes												
718400	Northwire Nwi Lab360	Osceola	Off	\$1,945.00	\$491.92		\$163.61		\$112.06		\$767.59	\$1,177.41
Safety Training for Forklifts, Slips & Trips, Ergonomics, Material Handling & Storage for up to 175 employees.												
718418	Wisconsin Department of Corrections - Madison	WITC Superior	On	\$44,176.00	\$26,411.00		\$13,500.00		\$13,500.00		\$50,578.40	(\$6,402.40)
Detainees of the Gordon Correctional Facility will receive Career Pathway certification in welding. Courses include GMAW 1, Print Reading - Welding Trades, Math 373 & Math Foundations for Trades, and Workplace Readiness Workshop.												
718402	Somerset Senior High	Somerset High School	Off	\$12,612.00	\$0.00		\$0.00		\$12,612.00		\$0.00	\$0.00
Dual Credit classes for Somerset High School.												
718415	Cumberland School District	Cumberland High School	Off	\$6,769.00	\$2,640.00		\$878.06		\$2,995.32		\$6,513.38	\$255.62
English Composition-20 Students at Cumberland High School will receive 3 credits in English Composition.												
718411	Lakeside Foods Inc	New Richmond	On	\$2,630.00	\$1,390.40		\$561.58		\$100.00		\$2,051.98	\$578.02
Supervisory Training for up to 32 employees with two separate 8 hour sessions.												
718405	Christian Community Homes	Christian Community Home	Off	\$473.00	\$96.80		\$32.20		\$170.95		\$299.95	\$173.05
Provide CBRF Standard Precautions class to employees												
718410	Washburn High School	Washburn High School	Off	\$11,934.00	\$0.00		\$0.00		\$11,934.00		\$0.00	\$0.00
Dual Credit class for Washburn High School. 4 Students enrolled in Financial Accounting 1A (10101176) 2 credits and 27 students enrolled in Personal Finance (10114125) 3 credits.												
718409	Christian Community Homes	Christian Community Homes	Off	\$1,680.00	\$387.20		\$128.78		\$522.53		\$1,038.51	\$641.49
Provide CBRF 1st Aid and CBRF Fire Safety to employees.												
718401	South Shore High School	South Shore High School	Off	\$2,050.00	\$0.00		\$0.00		\$2,050.00		\$0.00	\$0.00

	Dual Credit classes for South Shore High School. 5 student enrolled in Desktop								
718404	Baldwin-Woodville High School	Baldwin-Woodville High School	Off	\$15,192.00	\$0.00	\$0.00	\$15,192.00	\$0.00	\$0.00
	Dual Credit class for Baldwin-Woodville High School.								
718403	Hudson High School	Hudson High School	Off	\$24,256.00	\$0.00	\$0.00	\$24,256.00	\$0.00	\$0.00
	Dual Credit classes for Hudson High School.								
718406	Sanmina-SCI Corp	Turtle Lake, WI	Off	\$1,167.00	\$435.60	\$144.88	\$32.10	\$612.58	\$554.42
	8 Hour HAZWOPER Refresher Training for 8 Sanmina employees.								
718399	Christian Community Homes	Christian Community Homes - Hudson	Off	\$1,851.00	\$532.40	\$177.08	\$366.10	\$1,075.58	\$775.42
	Provide CBRF Medication Class to employees.6								
718208	Monarch Paving Co	Turtle Lake	Off	\$940.00	\$417.12	\$138.73	\$145.52	\$701.37	\$238.63
	Providing Technical Assistance to 4 work groups at Monarch Paving related to their mission of recruitment and retention, plant shop safety , training new employees, and paving training.								
718408	Burkwood Treatment Ctr	Burkwood Treatment Center	Off	\$1,678.00	\$387.20	\$128.78	\$520.92	\$1,036.90	\$641.10
	Provide CBRF Fire Safety and CBRF 1st Aid classes to employees.								
718416	Barron City Police Dept	Arland	Off	\$404.00	\$242.00	\$80.49	\$42.80	\$365.29	\$38.71
	WITC will be providing two firearm training sessions on May 4th 2018 to 10 staff members of the Barron County police department.								
718414	Rice Lake School District	Rice Lake High School	Off	\$16,363.00	\$0.00	\$0.00	\$16,363.00	\$0.00	\$0.00
	Dual Credit classes for Rice Lake High School.								
718413	Washburn County Sheriff's Dept	Minong Public Range	Off	\$444.00	\$149.60	\$49.76	\$535.50	\$252.86	\$191.14
	20 employees of the Washburn County Sheriff's Department will receive 3 hours of firearms training.								
718412	Christian Community Homes	Christian Community Homes	Off	\$1,987.00	\$387.20	\$128.78	\$758.53	\$1,274.51	\$712.49
	Provide CBRF 1st Aid and CBRF Fire safety classes to employees.								

**Grand Totals (22 records)**

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

\*Indicates an amended contract

  
Board Secretary

12/18/2017

Date



RESOLUTION NO. 18-04

RESOLUTION AWARDING THE SALE OF  
\$2,750,000.00 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2017B

WHEREAS, the District Board of Wisconsin Indianhead Technical College District, Wisconsin (the "District") has, by a resolution adopted on October 16, 2017 (the "Authorizing Resolution"), authorized the issuance of General Obligation Promissory Notes, Series 2017B (the "Notes"), pursuant to Section 67.12(12) of the Wisconsin Statutes in the aggregate principal amount of \$2,750,000.00, 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) \$1,250,000.00 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 October 20, 2017 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 been filed with the Secretary and the time to file such a petition expired on November 20, 2017;

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

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 December 18, 2017, 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 2017B"; shall be issued in the aggregate principal amount of \$2,750,000; shall be dated December 29, 2017; 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 April 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, except that the Notes maturing on or after October 1, 2027 are subject to redemption prior to maturity, in whole or in part, from and after October 1, 2026 in such manner as the District may elect. If the Proposal specifies that any of the Notes are 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.

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



2026 for the payments due in the years 2018 through 2027 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 \$2,750,000 General Obligation Promissory Notes, Series 2017B, dated December 29, 2017" (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 December 18, 2017.



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Troy Lambert  
Chairperson

ATTEST:



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Brett Gerber  
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 irrepealable 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 #18-05**

**PETITION TO THE WISCONSIN TECHNICAL COLLEGE SYSTEM  
BOARD  
REQUESTING APPROVAL FOR THE REMODELING AND ADDITION  
AT THE WITC-NEW RICHMOND CAMPUS**


**WHEREAS**, the Wisconsin Indianhead Technical College Board has heard reports detailing the addition and remodeling plans at the WITC-New Richmond Campus.

**NOW, THEREFORE, BE IT RESOLVED** that the Wisconsin Indianhead Technical College Board goes on record petitioning the Wisconsin Technical College System Board to allow the district Board to enter into a building project to provide the addition/remodeling at the WITC-New Richmond Campus.

Adopted and approved this 18<sup>th</sup> day of December 2017.

  
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District Board Chairperson

ATTEST:

  
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District Board Secretary