

Northwood Technical College  
Board Proceedings  
October 17, 2022

The Northwood Technical College Board meeting was held on Monday, October 17, 2022, at 8:30 a.m., at the Northwood Tech Ashland Campus, located at 2100 Beaser Avenue, Ashland, WI 54806. The use of technology to access the meeting was available to Board members as needed.

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

Chairperson Chris Fitzgerald called the meeting to order at 8:30 a.m. Board members Andy Albarado, Lori Laberee, and Amber Richardson were present at the Northwood Tech Ashland Campus. In addition, Janelle Gruetzmacher, Nicki O'Connell, and Josh Robinson joined the meeting via BlueJeans technology. A quorum was established.

Northwood Tech employees Deanna Lapacinski, Steve Decker, Susan Yohnk Lockwood, Steve Bitzer and John Will were in attendance during the meeting at the Northwood Tech Ashland Campus. In addition, Hayley Bauer and Jena Vogtman joined the meeting via BlueJeans technology.

**OPEN MEETING STATEMENT**

Deanna Lapacinski, Executive Assistant to the President and Board, read the following open-meeting statement: "The October 17, 2022, meeting of the Northwood 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 October 14, 2022, in an attempt to make the general public of Wisconsin aware of the time, place, and agenda of the meeting."

**APPROVAL OF AGENDA AND AUTHORIZATION OF ELECTRONIC SIGNATURES**

Chairperson Fitzgerald reserved the right to modify the order of the agenda to accommodate persons making presentations, live or via technology, and requested approval to authorize the use of electronic signatures for all Board documents.

Lori Laberee moved, seconded by Amber Richardson to approve the agenda and authorize the use of electronic signatures for all Board documents. Upon a unanimous yes vote of all members present, motion carried.

**AUDIENCE RECOGNITION ANNOUNCEMENT**

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

**CAMPUS WELCOME**

Time was reserved for Steve Bitzer, Vice President, Student Affairs and Ashland Campus Administrator, to welcome the Board. Key updates were provided, including an overview of the current construction projects occurring at the Ashland campus and program updates.

*Josh Robinson joined the meeting at 8:51 a.m.*

**EXECUTIVE SESSION**

Chair Fitzgerald requested a motion for the Board to convene into Executive Session under the provisions of Wisconsin Statute §19.85 (1)(b)(c)(f) for Consideration of Select Employees' Compensation Eligibility and Consideration of Employment or Performance Evaluation Information.

Amber Richardson moved, seconded by Andy Albarado, to convene into Executive Session in accordance with Wisconsin Statute §19.85 (1)(b)(c)(f) for the purpose noted in the preceding paragraph. Chair Fitzgerald announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (6-0).

Chair Fitzgerald called the executive session to order at 8:45 a.m. Board members Andy Albarado, Lori Laberee, and Amber Richardson were present at the Northwood Tech Ashland Campus. In addition, Janelle Gruetzmacher, Nicki O'Connell, and Josh Robinson joined the meeting via BlueJeans technology.

Northwood Tech employees Deanna Lapacinski, Steve Decker, Susan Yohnk Lockwood, Steve Bitzer, Jena Vogtman, and John Will and were in attendance for portions of the executive session.

1. Approval of the September 19, 2022, Executive Meeting Minutes  
Amber Richardson moved, seconded by Lori Laberee to approve the executive meeting minutes as printed. Upon a unanimous yes vote of all members present, motion carried.
2. Consideration of Select Employees' Compensation Eligibility  
President Will reviewed the compensation study recommendations, revised pay structure, and implementation strategies, as proposed by Consultant Carlson Dettmann for all employees. President Will noted that this new pay structure would be implemented in January 2023. Additionally, an appeal process, managed by Carlson Dettmann, would also be available to employees.

*Employees Steve Bitzer, Steve Decker, Susan Yohnk Lockwood, and Jena Vogtman were excused at 9:53 a.m.*

*Andy Albarado excused himself at 9:53 a.m.*

*Deanna Lapacinski was excused at 10:06 a.m.*

*President Will was excused at 10:21 a.m.*

*President Will rejoined the Executive Session at 10:31 a.m.*

*Andy Albarado rejoined the Executive Session at 10:38 a.m.*

3. Consideration of Employment or Performance Evaluation Information  
President Will provided the Board with an update on a personnel matter.

*Employees Steve Bitzer, Steve Decker, Deanna Lapacinski, Susan Yohnk Lockwood, and Jena Vogtman rejoined the Executive Session at 10:46 a.m.*

4. Motion to Reconvene into Open Session  
A motion is needed to reconvene in open session. Any action to be taken on matters discussed in Executive Session will be considered in open session under "Other Items Requiring Board Action".

Andy Albarado moved, seconded by Amber Richardson, to adjourn the Executive Session and reconvene back into the regular Board meeting. Upon a roll-call vote, all members present voted yes; motion carried (7-0). The executive session was adjourned at 10:47 a.m.

## **OPEN SESSION RECONVENED**

### **MEETING MINUTES**

1. Approval of the September 19, 2022, Regular Meeting Minutes  
Amber Richardson moved, seconded by Lori Laberee to approve the regular meeting minutes as printed. Upon a unanimous yes vote of all members present, motion carried. The signed contract listing and resolutions from the September meeting will be attached to the official minutes. Ms. Lapacinski will forward the approved minutes (without attachments) to the newspaper of record per Wisconsin Statutes §38.12(4) and §985.01(4)(6).

## **BUDGET CONSIDERATIONS REQUIRING BOARD ACTION**

1. 2022-2023 Tax Levy:

Administration presented the tax levy and recommended approval of Resolution 23-01 (see attached). Supplemental schedules were provided under a cover letter from Steve Decker.

A. **Financial Forecast Model Update**

Steve Decker, Vice President, Administrative Services, Chief Financial Officer, and Rice Lake Campus Administrator, presented an initial forecast of Northwood Tech's financial position for 2022-23 through 2027-28. This forecast model highlighted the impact of tax levy changes for the College.

Time was reserved for the Board to respond to the Financial Forecast Model Update.

Lori Laberee moved, seconded by Amber Richardson, to approve the Financial Forecast Model as it related to the interpretation of the ENDS statement for the President's annual evaluation. Upon a unanimous yes vote of all members present, motion carried.

B. **Approval of Resolution 23-01, District Tax Levy for 2022-2023**

*(per Wisconsin Statute §65.90)*

Board approval was requested for Resolution 23-01, District Tax Levy for 2022-2023 (see attached). It was noted that adopting a tax levy that is different from the budgeted amount requires a three-fourths vote of the full Board per Wisconsin Statute §38.16(3)(bg)2 and will be publicly noticed within 10 days following Board approval per Wisconsin Statute §65.90(5).

Amber Richardson moved, seconded by Lori Laberee, to approve Resolution 23-01, District Tax Levy for 2022-2023, as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

2. Approval of Budget Modifications

A summary for each of the following budget modifications, which will be publicly noticed within 10 days following Board approval per Wisconsin Statute §65.90 (5), were included for the Board's approval.

It was noted that a two-thirds majority of the full Board was required to approve the following budget modifications.

A. **General Fund - Operating:** Administration recommended the reallocation of \$380,000 of expenditures within functions to align with actual expenditures in the General Fund in FY22.

B. **Special Revenue Fund - Operating:** Administration recommends the increase of \$860,000 in expense and a reduction of 860,000 in transfers to the Capital Projects Fund in the Special Revenue - Operating Fund. These adjustments reflect the reallocation of budget dollars for actual functional expenditures and actual fund transfers in FY22.

C. **Capital Projects Fund:** Administration recommends the decrease of \$860,000 in expense and a reduction of 860,000 in transfer in from the Special Revenue Fund in the Capital Projects Fund. These adjustments reflect the reallocation of budget dollars actual functional expenditures and actual fund transfers in FY22.

D. **Internal Service Fund:** Administration recommends the increase of \$500,000 of expenses in the Internal Service Fund. The adjustment is required due to the increased expenditures as a result of changing to self-insured health insurance in FY22.

- E. **Special Revenue Non-Aidable Fund:** Administration recommends the reallocation of \$100,000 of expenditures within functions to align with actual expenditures in the Special Revenue Non-Aidable Fund in FY22.

Andy Albarado moved, seconded by Amber Richardson, to approve all budget modifications listed in items above as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

### **CONSENT AGENDA**

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

Lori Laberee moved, seconded by Amber Richardson to approve the Consent Agenda. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

1. Personnel:
  - A. **New Hire:** Emma Kuhn, Scheduling Technician - UGRD; Support and Technical Personnel; \$18.81/hour; Superior, effective October 10, 2022. Note: Ms. Kuhn is currently an Academic Affairs Technician at the Superior Campus.
  - B. **Resignation:** Emma Kuhn, Academic Affairs Technician; Superior, effective October 9, 2022.
  - C. **Resignation:** Rachel Lee, Admissions Advisor; Superior, effective October 10, 2022.
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 268180 through 269291, and electronic transfer payments totaling \$15,095,487.30 were approved.
5. Bids/Purchases
  - A. **Remodeling Change Order – New Richmond:** The Board approved Change Order 6 by HSR Architects in the total amount of \$2,734 for Project #21066 at the New Richmond Campus. The change order includes replacement of the new metal door at the Kitchen. A financial summary is included for the Board's review.
  - B. **Roof Fall Protection – Ashland, New Richmond, Rice Lake & Superior:** The Board approved the installation of roof fall protection equipment in the total amount of \$216,074 under ITB 23-97800-CW-FALLPROTECTION. The install and equipment will be provided by Edge Fall Protection, LLC of Minneapolis, Minnesota. The roof fall protection is a necessary safety requirement of OSHA and will be completed at Ashland, New Richmond, Rice Lake & Superior.

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

1. Approval of Revised Compensation Structure Based on Market Research Analysis by Carlson Dettman

Administration recommended adoption of a revised compensation structure based on market research analysis as proposed by the Board's consultant Carlson Dettmann. Administration provided the following specific compensation study recommendations to the Board:

  1. Adopt new pay structures based on market analysis by Consultant.

2. Merge the currently separate pay structures for Support Staff, Custodians, and Managers (supervising and non-supervising) into one structure and broaden its scope to capture all non-faculty pay ranges.
3. Adopt revised faculty pay structure.
4. Adopt placement system utilized by consultant and outsource future placements, revisions, and appeals.
5. Authorize Administration to make approximately \$650,000 in budget adjustments to implement the new pay structure by:
  - a. placing each employee at a minimum on the first step on the appropriate new placement grade or the step that provides an increase on the current schedule.
  - b. advancing each employee employed prior to January 1, 2022 to the second step within the appropriate grade.
  - c. advancing each employee additional steps based on current recognition of longevity, but not in excess of the midpoint of the grade.
  - d. Authorizing the president to make other placement determinations within the newly established pay ranges based on the Carlson Dettmann market study.
  - e. Authorizing the Board Chair to modify a retention payment contract addendum for the President and set 2022-2023 base pay.

Amber Richardson moved, seconded by Lori Laberee, to approve the revised compensation structure based on market research analysis by Carlson Dettmann, as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

2. Approval of 2023 Health and Dental Insurance Rates Update

Administration recommends approval of employer and employee health and dental insurance rates for 2023. Time was reserved for an update on plan modifications. An updated schedule was provided for this update.

Amber Richardson moved, seconded by Lori Laberee, to approve the 2023 Health and Dental Insurance Rates as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

3. Approval of Resolution 23-02, Authorizing the Issuance of \$3,600,000 General Obligation Promissory Notes, Series 2022B of the Northwood Technical College District, Wisconsin, and Setting the Sale Thereof

Administration recommended approval of Resolution 23-02, presented to the Board with the intent to borrow \$3,600,000 in aggregate for remodeling projects throughout the district, the purchase of equipment in the aggregate amount of \$2,575,000, and \$600,000 in the aggregate for remodeling site projects. Bids will be presented to the Board at the November 21, 2022, meeting for consideration. Recommendations for Northwood Technical College District, Wisconsin \$3,600,000 General Obligation Promissory Notes, Series 2022B is being provided as additional supporting documentation. This authorization will be published within 10 days after the Board meeting.

The borrowing will be as follows:

Equipment	\$2,575,000
New Construction	\$ 425,000
Remodeling	\$ 600,000
<b>Total</b>	<b>\$3,600,000</b>

Andy Albarado moved, seconded by Lori Laberee, to approve Resolution 23-02, Authorizing the Issuance of \$3,600,000 General Obligation Promissory Notes, Series 2022B of the Northwood Technical College District, Wisconsin, and Setting the Sale Thereof, as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

4. Approval of Resolution 23-03, Reporting for Compliance to Wisconsin’s Code of Ethics for Public Officials and Employees

The Wisconsin Ethics Board has requested the district Board review its prior designations and either confirm their appropriateness or adopt a new resolution designating non-clerical positions that report directly to the President. Resolution 22-03 and a contact list of those identified in the resolution are provided for the Board’s approval (see attached).

Amber Richardson moved, seconded by Nicki O’Connell, to approve Resolution 23-03, Reporting for Compliance to Wisconsin’s Code of Ethics for Public Officials and Employees, as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

5. Annual Procurement Review and Approval

In accordance with Wisconsin Administrative Code TCS 6.05(2)(h), the College is to provide an annual procurement review to the Board to determine if a more competitive procurement process should be used in subsequent years.

Administration recommended approval of the current procurement process. Included is the 2021-2022 annual procurement review of vendors paid \$25,000 or more by VISA card and/or by accounts payable check. These amounts include purchases that were approved by the Board.

Range of Bids	State Administrative Rule Procurement – TCS 6.05(2)(h)	Northwood Tech Policy Purchasing Policy (D-550)
\$0 – 25,000		May purchase without formal quotes or bids
\$25,000 - \$50,000	Requires quotations	Requires quotations
Over \$50,000	Requires sealed bids; submitted to the Board for approval for procurement	Requires sealed bids; submitted to the Board for approval prior to procurement if not included on the approved major equipment list, otherwise submitted to the Board for review

Amber Richardson moved, seconded by Lori Laberee, to approve Annual Procurement Review as presented. Upon a unanimous vote of all members present, motion carried.

**CORRESPONDENCE AND INFORMATION**

1. Meeting Information Sharing

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

A. **District Boards Association Fall meeting**

Time was reserved for the attendees at the District Boards Association Fall meeting to report out on the sessions they attended. Lori Laberee provided an update on the sessions she attended and noted that the DBA Executive Committee would like to meet with the Board. The Board confirmed it would be best to meet with the DBA Executive Committee during a regularly scheduled Board meeting. Lori will coordinate with the DBA Executive Committee.

2. Travel Sign Up

A. **Board Events Schedule**

Time was reserved for Board members to update administration on their plans for upcoming Board events. A copy of the *Board Events Schedule* was included in the Board book, and Board members were requested to notify the Executive Assistant as soon as plans are confirmed. In addition, 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. There were no recommended updates from Administration.

B. **Annual Employee Handbook Update**

The 2022-23 updated General Employee Handbook has been issued just as previous updated versions of the Handbook have been issued each fiscal year since 2011 following Act 10. Human Resources continues to obtain input and compile a draft for review toward the end of the fiscal year for the next version of the Handbook. The current version of the Handbook, red-lined versions to indicate updated information, and all appendices were posted on the Board of Trustees Connection page for review.

4. President's Updates:

A. **Facts at a Glance Brochures**

A revised Facts at a Glance brochure was provided as a resource for the Board.

B. **ACCT President Visits Northwood Tech**

ACCT President, Jee Hang Lee, visited the Northwood Tech New Richmond Campus on Thursday, October 6, 2022.

C. **HOMES Project Update**

President Will provided an update on the HOMES project. A live information session was held on Friday, October 7<sup>th</sup> and Advisory Committee meetings are now occurring monthly. Project proposals are due by Monday, October 31, 2022.

D. **ATD – First Site Visit**

Achieving the Dream Coaches, Dr. James “Dub” Green and Roderick “Rod” Brown visited Northwood Tech on October 4-5, 2022.

E. **Board Appointment Update**

On Thursday, September 29, 2022 the Board Appointment Committee held an Appointment Hearing/Committee meeting to fill the vacant ‘Additional’ Board position. Joseph Simonich, from Hurley, WI was appointed. This Board appointment will be approved at the November 16, 2022 WTCS Board meeting.

F. **Accreditation Update**

The Higher Learning Commission comprehensive evaluation visit took place on September 19 – 20, 2022. President Will shared preliminary feedback from the Peer Reviewers. Program-level accreditation visits for Medical Assistant and Associate Degree Nursing were also completed since the last Board of Trustees meeting.

5. Legislative Updates

Time was reserved for legislative updates. *Note: District legislators have an open invitation to attend Northwood Tech Board meetings to provide legislative updates.*

Wisconsin State Representative, Beth Meyers, joined the meeting and thanked the Board for the collaboration during her eight years in office. President Will thanked Representative Meyers for her support of technical education and Northwood Tech. The Board and Representative Meyers engaged in brief Q&A.

6. Student Updates and News

Time was reserved for the following items:

A. **Weld Done**

September 28, 2022 – Inter-County Leader

According to the American Welding Society, the U.S. will face a shortage of 400,000 welders by 2024. Northwood Tech polled various companies to determine the need for

skilled welders. To help combat the shortage, the College looked at its welding courses for improvement and added a mobile welding unit to travel to areas where educational resources and training are lacking, including to St. Croix Tribal members.

**B. Roundtable Held to Discuss \$9.8 Million HOMES Grant**

September 21, 2022 – Barron News-Shield

A Roundtable Event was held at the New Richmond campus on September 15, 2022 to discuss and clarify the various sections included in the HOMES grant and answer questions from area stakeholders about details of the grant. Some of the individuals in attendance to provide information and answer questions regarding the mobile training equipment and housing included President John Will, Brett Gerber, President and CEO at Impact Seven, Inc., and Missy Hughes, Secretary and CEO of the Wisconsin Economic Development Corporation (WEDC).

**C. Over 1,500 Students to Attend 2nd Annual Build My Future Wisconsin**

October 5, 2022 – Tribune Press Reporter

The St. Croix Valley Home Builders Association announced their plan to hold the second annual Build My Future Wisconsin event on October 5, 2022 at the St. Croix County Fairgrounds in Glenwood City, WI. This all-day event was held to provide over 1,500 students from 35 different schools the opportunity to have a hands-on experience with a variety of construction and skilled trades jobs. Northwood Tech was included in the partnership with the St. Croix Valley Home Builders Association, as well as the Chippewa Valley Home Builders Association, and Chippewa Valley Technical College to prepare and participate in the event.

**INFORMATION REPORTS**

**1. Enrollment/Full-Time Equivalency (FTE) Information Report**

The 2021-2022 year-to-date FTE and Enrollment report was provided for the Board's review. The report includes data by degree level and campus as well as overall student demographics. The data presented are part of the College Effectiveness Measures in the areas of Student FTE and Retention. A PowerPoint was also provided. Hayley Bauer, Institutional Research Analyst, and Susan Yohnk Lockwood, Vice President of Institutional Effectiveness and New Richmond Campus Administrator, presented this report.

**2. Employer Satisfaction Report**

The Employer Satisfaction Report of 2020-2021 Graduates was shared with the Board. An infographic highlighting the report data is included and the full report was also available for the Board's review. Hayley Bauer, Institutional Research Analyst, and Susan Yohnk Lockwood, Vice President of Institutional Effectiveness and New Richmond Campus Administrator, presented this report.

Amber Richardson moved, seconded by Lori Laberee to accept the Enrollment/Full-Time Equivalency (FTE) Information and the Employer Satisfaction Report as presented. Upon a unanimous yes vote of all members present, motion carried.

**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 Board meeting scheduled on Monday, November 21, 2022, beginning 8:30 a.m., at the Northwood Tech Rice Lake Campus. The Board meeting schedule was provided for the Board's information.

**2. Review/Add Agenda Items**

Time was reserved for the Board to add or review agenda items for the next Board meeting. Board agenda items for the next meeting 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, October 27, 2022. 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.*

Chair Fitzgerald adjourned the meeting at 12:04 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Scott G. Geller", written in a cursive style.

Board Secretary

dl

**Northwood Technical College  
Contract Estimated Full Cost Report**

**Fiscal Year:  
2023**

10/1/22  
9:38 15 am

**State Designated Indirect Cost Factors:  
Off Campus = 36.32 %  
On Campus = 42.77%**

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

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

Contract Number	Account Name	Location of Training	On/Off	Contract Revenue	Est.Salary/Fringe	+	Indirect Cost	+	Other Direct Cost Totat	=	Full Cost	Difference
<b>Approval Date: May 2022 (3 records)</b>												
723313	DNR Worksite	Ashland Campus - Room 427	On	\$ 1,538.00	\$ 774.40	\$	331.21	\$	206.00	\$	1,311.61	\$ 226.39
	Up to 20 WI DNR employees will receive American Safety & Health Institute CPR, AED, and basic first aid full 8 hour instruction. Upon successful completion, participants will receive documentation.											
723302	Workforce Resource - Menomonie	Northwood Tech Ash, Shell Lake, and Workforce	Off	\$ 8,588.00	\$ -	\$	-	\$	-	\$	-	\$ 8,588.00
	This contract is for the TPP grant. Northwood Tech will be covering 50% of the cost which is \$4,294.00. This contract covers Salary & Fringe, Materials and Supplies, and mileage for the Ashland Nursing Assistant course, Siren CPR training, and the Shell Lake Nursing Assistant course.											
723305	Tribal Labor Advisory Committee	St Croix Chippewa Tribe in Hertel	Off	\$ 26,273.00	\$ 11,755.59	\$	4,269.63	\$	7,306.00	\$	23,331.22	\$ 2,941.78
	CDL Permit, CDL Theory, and Behind the Wheel for 4 participants. Registrations are due by May 27th and the online courses will start on June 1st. Participants will need to have their permit and theory class completed before they can start driving and med card/drug test. The contract will be adjusted to reflect the correct amount of training hours once the training is complete.											
<b>Approval Date: June 2022 (5 records)</b>												
723316	Glenbrook Building Supply	New Richmond Campus	On	\$ 4,239.00	\$ 1,672.00	\$	715.11	\$	879.00	\$	3,266.11	\$ 972.89
	CDL Theory and Behind the Wheel for 1 employee. Once registration forms are recieved the student will be sent the link with instructions on how to get started with the theory course. Employee will need to have their permit and theory class completed before they can start driving. Contract is written for 45 hours of behind the wheel time. Contact will be adjusted on how many hours are actually used.											
723334	Jewell Transport LLC	Rice Lake Campus Parking Lot	On	\$ 2,843.00	\$ 1,065.90	\$	455.89	\$	664.00	\$	2,185.79	\$ 657.21
	CDL A training and testing for STUDENT. STUDENT will receive up to 40 hours of Behind the Wheel training. If less than 40 hours of training is needed to complete training, contract will be adjusted to reflect necessary training hours for billing.											
723328	Action Battery	New Richmond Campus	On	\$ 18,035.00	\$ 7,524.00	\$	3,218.01	\$	3,451.00	\$	14,193.01	\$ 3,841.99
	CDL Theory, Behind the Wheel, and Haz-Mat for 4 employees. This contract also includes an additional Haz-Mat course for another employee. Once registration forms are recieved the student will be sent the link with instructions on how to get started with the theory course. Employee will need to have their permit and theory class completed before they can start driving. Contract is written for 45 hours of behind the wheel time. Contact will be adjusted on how many hours are actually used.											
723221	Superior-Lidgerwood-Mundy Corp	SLM Facility	Off	\$ 2,110.00	\$ 862.40	\$	313.42	\$	-	\$	1,175.82	\$ 934.18
	Technical Assist Contract-Projected at 12 hours. *Contract will be adjusted per hours actually needed.											
723330	Ultimate Auto Sales LLC	Rice Lake Campus Parking Lot	Off	\$ 3,711.00	\$ 1,379.40	\$	501.00	\$	904.00	\$	2,784.40	\$ 926.60
	-											
<b>Approval Date: July 2022 (1 records)</b>												
723225	McLane Company, Inc	New Richmond Campus	Off	\$ 850.00	\$ -	\$	-	\$	850.00	\$	850.00	\$ -
	July 2022 Testing Contract will be updated with actual exams before being billed upon completion.is contract shall include the following CDL Exam test fees: *This shall depend upon each employee's needs as they enter course.											

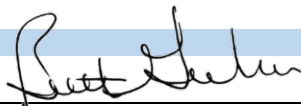


723411	Turtle Lake High School Dual Credit Classes for Turtle Lake High School	Turtle Lake High School	On	\$	-	\$	-	\$	-	\$	-	\$	-		
723393	Osceola High School Dual credit classes for Osceola high school.	Osceola High School	Off	\$	-	\$	-	\$	-	\$	-	\$	-		
723391	Cameron School District Dual credit classes for Cameron high school.	Cameron High School	Off	\$	-	\$	-	\$	-	\$	-	\$	-		
723419	Bad River Health & Wellness BLS Basic Life Support AHA 8-hour training for up to 12 students. The contract can be adjusted after the training to the exact number of students.	Bad River Clinic	Off	\$	999.00	\$	387.20	\$	140.63	\$	287.00	\$	814.83	\$	184.17
723386	White River Town Garage  CDL B Online Behind the Wheel for employee. Once registration forms are received the student will be sent the link with instructions on how to get started with the theory course. Employee will need to have their permit and theory class completed before they can start driving. Contract is written for 40 hours of behind the wheel time. Contact will be adjusted on how many hours are actually used. White River Town Garage will be supplying their own vehicle for training.	White River Town Garage	Off	\$	3,958.00	\$	1,672.00	\$	607.27	\$	676.00	\$	2,955.27	\$	1,002.73
723405	Prairie Farm High School Dual credit classes for Prairie Farm high school.	Prairie Farm High School	Off	\$	-	\$	-	\$	-	\$	-	\$	-		
723387	Amery High School Dual credit classes for Amery high school.	Amery High School	Off									\$	-	\$	-
723414	Indianhead Medical Ctr Provide 4 BLS Basic Life Support Renewal classes	Shell Lake	Off	\$	1,287.00	\$	677.60	\$	246.10	\$	128.00	\$	1,051.70	\$	235.30
723384	Lakes Gas Co Up to 20 employees will receive 4 hours of vehicle inspection training. Training to be held at Lakes Gas Company location in Stone Lake. Training will be delivered 9AM-1PM.	Lakes Gas Co., Stone Lake	Off	\$	745.00	\$	274.01	\$	99.52	\$	34.00	\$	407.53	\$	337.47
723394	Rice Lake School District Dual credit classes for Rice Lake high school.	Rice Lake High School	Off	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
723392	Grantsburg Senior High School Dual credit classes for Grantsburg high school.	Grantsburg High School	Off	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
723413	Shell Lake Health Care Center Provide 2 BLS Basic Life Support courses.	Shell Lake	Off	\$	665.00	\$	338.80	\$	123.05	\$	80.00	\$	541.85	\$	123.15
723396	Cumberland School District Dual credit classes for Cumberland high school.	Cumberland High School	Off	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
723415	Rusk County Jail  Northwood Technical College is contracting with Rusk County Jail for GED/ABE/Employability Skills Training. Northwood Tech will be covering the cost of the contract. Rusk County Jail owes \$0 for the services.	Rusk County Jail	Off	\$	8,474.00	\$	-	\$	-	\$	-	\$	-	\$	8,474.00
723397	Eau Claire Memorial High School Dual credit class for Eau Claire Memorial high school.	Eau Claire Memorial High School	Off	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
723404	Northwestern High School Dual credit classes for Northwestern (Maple) high school.	Northwestern High School	Off	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
723418	Bad River Health & Wellness BLS Basic Life Support AHA 8-hour training for up to 12 students. The contract can be adjusted after the training to the exact number of students.	Bad River Clinic	Off	\$	999.00	\$	387.20	\$	140.63	\$	287.00	\$	814.83	\$	184.17
723399	Frederic High School Dual credit classes for Frederic high school.	Frederic High School	Off	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
723400	Hayward High School Dual credit classes for Hayward high school.	Hayward High School	Off	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
723231	McLane Company, Inc  August 2022 Testing Contract will be updated with actual exams before being billed upon completion. This contract shall include the following CDL Exam test fees: *This shall depend upon each employee's needs as they enter course. Each segment of CDL exam shall be a cost of \$50. Total exam fees for acquisition of Commercial Driver's License are dependent on State testing requirements for the class/endorsement being sought.	New Richmond Campus Parking lot	Off	\$	200.00	\$	-	\$	-	\$	200.00	\$	200.00	\$	-

723385	Lac Courte Oreilles Ojibwe University	Lac Courte Oreilles Ojibwe University	Off	\$	59,052.00	\$	33,319.62	\$	12,101.68	\$	9,988.00	\$	55,409.30	\$	3,642.70
	Up to 12 students will receive 24 hours of CDL Test Prep, 40 hours pf CDL Online Theory delivered onsite and in-person, and 40 hours of behind the wheel training. Each student will receive 1 CDL A test. Additional testing needs will be paid by the student or Lac Courte Oreilles Ojibwe University. Students will also need complete pre-employment drug screening prior to attending behind the wheel training.														
723416	Superior Senior High School	Superior H.S and Northwood Tech	Off	\$	3,653.00	\$	334.40	\$	143.02	\$	765.00	\$	1,242.42	\$	2,410.58
	Certified Nursing Assistant(CNA) - 90 Hour(60 class/lecture, 30 clinical) Superior H.S. will be charged for a minimum of 8 students. The lecture will be held at Superior H.S. and Northwood Tech and clinicals will be held at Twin Ports. *Orientation is Monday, 10/24 at Northwood Tech. *No school at SHS but class will still be held on 11/18 at Northwood Tech. (Emergency make-up day: 11/7/22)														
723408	Somerset Senior High	Somerset Senior High	On	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Dual credit classes for Somerset high school.														
723422	Unity High School	Balsam Lake Outreach Center and Unity High School	Off	\$	21,302.00	\$	1,161.60	\$	421.89	\$	4,152.00	\$	5,735.49	\$	15,566.51
	Truck Driving Technical Diploma for 8 students from Unity High School														
723421	iForward Wisconsin	iForward Wisconsin	On	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Dual credit classes for iForward Wisconsin.														
723382	Ashland School District	Ashland High School	Off	\$	11,868.00	\$	2,574.00	\$	934.88	\$	1,368.00	\$	4,876.88	\$	6,991.12
	Gas Metal Arc Welding 1(GMAW) - Fall Semester *9/9/22-1/19/23. Class will be held at the Ashland H.S. Welding Lab following the Ashland School District academic calendar.														
723406	Siren School District	Siren High School	Off	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Dual credit classes for Siren high school.														
723410	Superior School District	Superior High School	Off	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Dual credit classes for Siren high school.														
723398	Eau Claire North High School	Eau Claire North High School	Off	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Dual credit class for Eau Claire North high school.														
723402	Mellen High School	Mellen High School	Off	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Dual credit classes for Mellen high school.														
723388	Baldwin-Woodville High School	Baldwin-Woodville High School	Off	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Dual credit classes for Baldwin-Woodville high school.														
723389	Barron Area School District	Barron High School	Off	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Dual credit classes for Barron high school.														
723390	Bruce High School	Bruce High School	Off	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Dual credit classes for Bruce high school.														
723401	Hudson High School	Hudson High School	Off	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Dual credit classes for Hudson high school.														
723395	Chetek-Weyerhaeuser Area School District	Chetek-Weyerhaeuser High School	Off	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Dual credit classes for Chetek-Weyerhaeuser high school.														
723409	St Croix Central High School	St. Croix Central High School	Off	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Dual credit classes for St. Croix Central high school.														
723412	Unity High School	Unity High School	Off	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Dual credit classes for Unity high school.														
723417	Bad River Health & Wellness	Bad River Clinic	Off	\$	999.00	\$	387.20	\$	140.63	\$	287.00	\$	814.83	\$	184.17
	BLS Basic Life Support AHA 8-hour training for up to 12 students. The contract can be adjusted after the training to the exact number of students.														
723383	Ashland School District	Ashland High School	Off	\$	8,476.00	\$	2,189.00	\$	795.05	\$	1,196.00	\$	4,180.05	\$	4,295.95
	Shielded Metal Arc Welding 1(SMAW) - Fall Semester *9/9/2022-1/19/23. Class will be held at the Ashland H.S. Welding Lab following the Ashland School District academic calendar. Ashland will be billed for 8 students even if the total number of students is lower than 8. If more, than 8, the contract will be adjusted accordingly.														
723230	ME Global Inc	Northwood Tech Superior Library	On	\$	342.00	\$	46.20	\$	19.76	\$	40.00	\$	105.96	\$	236.04
	Mechanical Reasoning Assessments for 2 employees of ME Global. 2 one hour sessions, Noon and 2:30p.m.														
723420	Rice Lake Police Dept	Rice Lake Pistol Range	Off	\$	403.00	\$	754.60	\$	274.07	\$	-	\$	1,028.67	\$	(625.67)
	Less Lethal training for up to 14 officers. Training will be from 3:00 pm to 5:00 pm on October 20th.														

Grand Totals (61 records)

\*indicates an amended contract



Board Secretary

10/17/2022

Date

## RESOLUTION NO. 23-01

### RESOLUTION LEVYING DISTRICT TAX FOR FISCAL YEAR 2022-23

WHEREAS, the district board of this district, pursuant to §65.90, Wis. Stats., has heretofore formulated a budget and adopted a budget as required by said section;

WHEREAS, said budget requires a tax levy in the sum of \$5,129,695 for the purpose of district operations for the fiscal year 2023 and whereas said tax does not exceed 1.5 mills on the full value of the taxable property of the district;

WHEREAS, additional taxes in the aggregate sum of \$8,000,796 has heretofore been levied and is necessary for the purpose of paying principle and interest on valid bonds or notes heretofore issued pursuant to Chapter 67, Wis. Stats., and now outstanding and whereas it is the practice of this board to confirm such previous levies for bond or note payments by including such previous levies each year as a part of the total levy;

WHEREAS, a total aggregate tax for the fiscal year 2023 in the sum of \$13,130,491 is required to cover the amounts for each of the above purposes;

**NOW, THEREFORE, BE IT RESOLVED BY THE DISTRICT BOARD OF NORTHWOOD TECHNICAL COLLEGE AS FOLLOWS, TO WIT:**

1. That the district board of said technical college district pursuant to s. 38.16, Wis. Stats., hereby levies upon the full value of the taxable property of the district for FY 2023 a tax in the amount of \$13,130,491 for the purposes set forth in the preamble hereto.
2. That the district board secretary of said district is hereby directed pursuant to and as required by said s. 38.16, Wis. Stats., to file with the clerk of each city, village and town, any part of which is located in the district, a certified statement showing the amount of the levy and the proportionate amount of the tax to be spread upon the tax rolls for collection in each city, village and town. Such proportion shall be ascertained on the basis of the ratio of full value of the taxable property of that part of the city, village or town located in the district to the full value of all taxable property in the district, as certified to the district board secretary by the department of revenue.

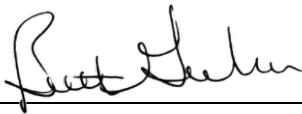
3. Upon the receipt of the certified statement from the district board secretary, the clerk of each city, village and town is hereby ordered pursuant to said s. 38.16, Wis. Stats., and other applicable Wisconsin law to spread the amounts thereof upon the tax rolls for collection and said taxes certified to each said clerk shall be extended and collected by each of said cities, each of said villages and each of said towns in the same manner and at the same time as taxes for general city, general village and general town purposes are extended and collected.
  
4. That when such taxes are collected, such amounts shall be paid by the treasurer of each city, village and town to the district board treasurer of this district at the times and in the manner as required by law.

Adopted and approved this 17<sup>th</sup> day of October 2022.



\_\_\_\_\_  
Chairperson

ATTEST:



\_\_\_\_\_  
Secretary



Resolution No. 23-02

RESOLUTION AUTHORIZING THE ISSUANCE OF \$3,600,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2022B, OF NORTHWOOD TECHNICAL COLLEGE DISTRICT, WISCONSIN, AND SETTING THE SALE THEREOF

WHEREAS, Northwood Technical College District, Wisconsin (the "District") is presently in need of \$3,600,000 for the public purposes of: (a) financing \$2,575,000.00 of moveable equipment; (b) \$600,000.00 of building remodeling and improvement projects at the District's campuses; (c) \$425,000.00 of site improvements at the District's campuses; and (d) paying related closing costs (the "Public Purpose"); and

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

NOW, THEREFORE, BE IT:

RESOLVED, that the District shall issue general obligation promissory notes in the amount of \$3,600,000 for the Public Purpose; and be it further

RESOLVED, that:

Section 1. Note Authorization. The District shall issue the general obligation promissory notes authorized above in an aggregate principal amount not to exceed \$3,600,000 (the "Notes"), the proceeds of which shall be used for the Public Purpose in the amounts authorized for that purpose.

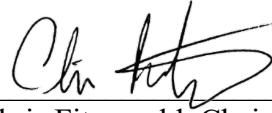
Section 2. Notice to Electors. The District Secretary shall, within ten (10) days hereafter, cause public notice of the adoption of this resolution to be given to the electors of the District by publishing notices thereof in the Ashland Daily Press, the official District newspaper published and having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

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

Section 4. Sale of Notes. The Notes shall be offered for public sale in accordance with the Official Terms of Offering attached to this resolution. The District Secretary shall cause notice of the sale of the Notes to be disseminated in such manner and at such times as the Secretary may determine and shall cause copies of the Official Terms of Offering and other pertinent data to be forwarded to prospective bidders. At a future meeting in 2022, the District Board shall consider such bids as may have been received and take action thereon.

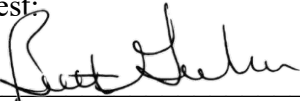
Section 5. Official Statement. The District Secretary shall cause an Official Statement concerning this issue to be prepared by the District's financial advisor. The appropriate District officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Adopted on October 17, 2022.



Chris Fitzgerald, Chairperson

Attest:



Brett Gerber, Secretary

EXHIBIT A  
NOTICE

TO THE ELECTORS OF:

Northwood Technical College  
District, Wisconsin

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a meeting duly called and held on October 17, 2022, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$3,600,000.00 be borrowed through the issuance of general obligation promissory notes of the District for the public purposes of: (a) financing \$2,575,000.00 of moveable equipment; (b) \$600,000.00 of building remodeling and improvement projects at the District's campuses; (c) \$425,000.00 of site improvements at the District's campuses; and (d) paying related closing costs (the "Public Purpose"); and

A copy of said Resolution is on file electronically and in the Northwood Tech Rice Lake Campus, 1900 College Drive, Rice Lake, Wisconsin, and is available for public inspection weekdays, except holidays, between the hours of 8:00 A.M. and 4:00 P.M.

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

Dated October 17, 2022.

BY ORDER OF THE DISTRICT BOARD

District Secretary

RESOLUTION 23-03

REPORTING FOR COMPLIANCE TO WISCONSIN'S CODE OF ETHICS  
FOR  
PUBLIC OFFICIALS AND EMPLOYEES

WHEREAS: Northwood Technical College Board approves the following positions for the purpose of the Wisconsin's Code of Ethics for Public Officials and Employees, §19.41 through §19.59, Wisconsin State Statutes.

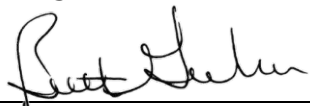
NOW, THEREFORE, BE IT RESOLVED: Northwood Technical College Board designates the following positions and indicates its understanding that the current occupants of those positions and their successors to those positions are state public officials to whom the Wisconsin Ethics Code applies:

- President
- Associate Vice President, Marketing and Communications and Campus Administrator (Superior)
- Vice President, Academic Affairs
- Vice President, Administrative Services, Chief Financial Officer, and Campus Administrator (Rice Lake)
- Vice President, Institutional Effectiveness and Campus Administrator (New Richmond)
- Vice President, Student Affairs and Campus Administrator (Ashland)

Adopted and approved this 17th day of October 2022.

  
\_\_\_\_\_  
Board Chair

ATTEST:

  
\_\_\_\_\_  
Board Secretary