

Northeast Wisconsin Technical College District

*Board of Trustees Meeting*  
*Minutes*

October 20, 2021  
12:00 p.m.

*NWTC Green Bay Campus Board Room DO308*  
*2740 West Mason Street, Green Bay, Wisconsin 54303*

**Open Meeting & Roll Call Please turn off all cell phones and pagers at this time.**

The Board Chairperson called the October 20, 2021 NWTC Board of Trustees meeting to order and request that roll call be taken at this time. (12:05)

Action Items (Roll Call Vote)

Bills

Detailed copies of the current disbursements for fiscal year 2022 for the month of September were forwarded to the Board Treasurer for review and recommendation to the Board for payment. Additional listings of the bills are available in the District Office for review by any interested person.

Richard Stadelman moved that the Board approve the September 2021 bills as recommended by the Board Treasurer.

Motion seconded by Gerald Worrick.

Resolution Authorizing Temporary Borrowing in an Amount Not to Exceed \$3,000,000; and Issuance of Taxable Tax and Revenue Anticipation Promissory Notes

In accordance with Section 67.12(8m), Wisconsin Statutes, the Board may approve the issuance of taxable tax and revenue anticipation promissory notes in the event the college is temporarily in need of funds to meet the immediate expenses of operating and maintaining the district and in anticipation of state aids, tuition revenues, taxes levied and other monies to be received.

The District uses internal funds as resource when required to supplement its available cash. However, as an additional measure during periods of reduced cash flows, we may be required to borrow from an external source(s). Board Exhibit 1 is a resolution prepared by Bond Counsel authorizing the temporary borrowing of an amount not to exceed \$3,000,000 for operating purposes.

Richard Stadelman moved that the Board approve the Resolution authorizing temporary borrowing in the amount not to exceed \$3,000,000; and issuance of taxable tax and revenue anticipation promissory notes.

Motion seconded by Cathy Dworak.

A mill rate and tax levy were proposed at the public hearing on the FY 2022 budget on May 12, 2021 and adopted by the Board at its regular Board meeting on May 12, 2021 (Board Exhibit 4). A summary of levy amount to be billed to each county is also included (Board Exhibit 5).

New construction valuation increased more than projected in May. This allows the College to increase the FY 2022 operating levy by \$793,342 versus the \$646,136 originally proposed in May.

The 2021-2023 State of Wisconsin Biennial Budget increased property tax relief by \$2,253,838 which resulted in a corresponding decrease in the operational levy.

Richard Stadelman moved that the Board approve the levy amount of \$34,941,858 and adopt the resolution related to certifying the tax levy for FY 2022.

Motion seconded by Cathy Dworak.

*Carla Hedtke entered the meeting at 12:26 p.m.*

#### State of Wisconsin Code of Ethics Designation

The State of Wisconsin Ethics Board requires the designation of certain public officials and employees on an annual basis.

Employees, sec. 19.41 through 19.59, Stats, the Northeast Wisconsin Technical College District Board designates the following positions president, vice-



## Faculty Retirement

With regret, the College recommends Board acceptance of the following retirement notices:

- A. Ron Ropson Electronics-Electrical Instructor who has been with the College since August 16, 2010 and has announced his retirement effective May 22, 2022.
- B. Marsha Sternard Nursing Instructor who has been with the College since August 13, 2003 and has announced her retirement effective May 19, 2022.

It was recommended that the Board approval be given for the retirements listed above.

## Corporate Training & Economic Development (Contracts for Service)

Under the provisions of State Statutes 38.14 (3) and State Administrative Code WTCS 8, the District Board may enter into contracts to provide instructional or non-instructional services to public institutions, local governmental bodies, private institutions, industries, and businesses. District Board policy E240 delegates the authority to initiate a contract to the President, with the proviso that the contract is subject to retroactive approval by the Board. A report of fiscal year 2022 contracts pending Board approval is attached as Board Exhibit 7.

This report includes not only the in-district contracts but also the out-of-district and the out-of-state contracts. State Board Contract for Service Policy requires that the District Board receive a report at least quarterly on contracts entered into for which less than full cost is being charged. We have elected to provide the Board with this report on a monthly basis. This report uses a state formula in which the state annually calculates a percentage for indirect expenses (33.66% for on-campus and 27.75% for off-campus) such as administration, facilities, utilities, information systems, registration, counselors, insurance, etc., associated with a contract to determine full costs. The hourly rate of \$167.00 per hour along with the ability to project price was recommended by the department and approved by the Board. The intent is to recover the direct and indirect costs of delivering the services. Copies of the contracts are available for re





**Adjournment**

Gerald Worrick moved to adjourn the October 20, 2021 Board meeting (3:13 p.m.).

Motion seconded by Carla Hedtke.

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Gerald Worrick, Board Secretary

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Date