



**REGULAR DISTRICT BOARD MEETING  
WEDNESDAY, OCTOBER 20, 2021  
5:00 P.M.**

**MINUTES**

**CALL TO ORDER**

The Blackhawk Technical College District Board Regular meeting was held on Wednesday, October 20, 2021, at the Advanced Manufacturing Training Center, Room #118, 15 Plumb Street, Milton.

**Board Members Present:** Eric Thornton, Chairperson; Barbara Barrington-Tillman, Vice-Chairperson; Rich Deprez, Secretary; Rick Richard, Treasurer; Laverne Hays; Rob Hendrickson; Suzann Holland (left 5:25 p.m./returned 5:30 p.m.); Steve Pophal; and Kathy Sukus.

**Board Members Absent:** None.

**Staff Present:** Dr. Tracy Pierner; Kathy Broske; Tony Landowski; Renea Ranguette; Dr. Karen Schmitt; Julie Barreau; Dr. Helen Proeber; and Megan Wisnowski.

**Student Representative:** Hope Hopper.

**Guests:** None.

Chairperson Thornton called the Blackhawk Technical College District Board meeting to order at 5:03 p.m.

Chairperson Thornton called for Public Comment. There were no comments.

**DISTRICT BOARD PROFESSIONAL DEVELOPMENT AND SPECIAL REPORTS**

- A. Renea Ranguette, Vice President of Administrative Services, presented a Tax Levy Analysis to the District Board Members.
- B. Student Representative to the District Board, Hope Hooper, provided a report on student activities.

**INFORMATION/DISCUSSION**

Chairperson Thornton called for Information/Discussion items.

- A. The September Financial Statement and Quarterly Update were reviewed.
- B. Dr. Tracy Pierner presented his monthly report.
  - Community Engagement update includes the following meetings and events attended: GCDC Board meeting; presented at the Rock County LDA Luncheon; Forward Janesville BA5; Forward Janesville Golf Outing; United Way Day of Caring; UW-Whitewater Chancellor Henderson meeting on campus; Representative Vruwink and Chancellor Henderson discussion at Milton High School; Ann Roe meeting; presented at the K-12 Breakfast; met the new Brodhead Superintendent and Principal at Brodhead High School; Lisa Hurda provided a presentation at the Noon Rotary on my behalf.

- College Events: Nancy B. Parker Donor Wall Event; Alliant Energy committed \$200,000 to the Foundation for Naming opportunities (power poles and future refurbished EPD Lab; attended the Buckhorn Annual Dinner; Ten Year Lab Celebration Event at Monroe Campus; and a BA5 Event at the AMTC.
- Internal communication: The new Marketing and Communication Executive Director, Liz Paulsen, starts Monday, October 25, 2021; attended a Foundation Board meeting – the financial audit reported assets from last year of over \$1 million, and the Board approved a request for proposal for Student Housing Design Concept Services; The Janesville Gazette Best of the Best Award; and the Greater Beloit Chamber of Commerce Large Business of the Year Award.
- Upcoming Events: Fall Festival; BTC and PepsiCo/Frito-Lay tour of AMTC; meeting with Steve Servantez, Humane Society discussion; Alliant Energy Plant Tour, Manufacturing Days at AMTC; has been asked to serve on an AACC Committee.
- Other: Working with SWWDB on a Workforce Innovation Grant; collaborating with workforce and educational partners to become a coalition partner on a US EDA Build Back Better Regional Challenge Grant to support the food processing industry – to build a food and beverage incubator on the Monroe campus; attended the ACCT Conference and presented with Dr. Karen Schmitt and District Board member Laverne Hays.

C. Public Safety & Transportation Center (PSTC) Project Update.

Steel and the outer walls for the PSTC Education Building are at a 60-week delivery timeframe. The CTS doors are delayed until next week, creating a month delay to move into the building.

D. WTCS Consortium Update. There were none.

## CONSENT AGENDA

Chairperson Thornton called for the Consent Agenda. It was moved by Mr. Pophal and seconded by Ms. Barrington-Tillman to approve the consent agenda, which included:

- A. Revised September 15, 2021, District Board Regular Meeting Minutes.
- B. Current Bills – The September bills include:
- Starting Check #00283106 and Ending Check #00284079
  - Direct Deposit Expense Reimbursements = \$2,800,483.82 (includes student related payments)
  - Payroll = \$951,408.71
  - Payroll Tax Wire Transfers = \$245,806.67
  - Other Wire Transfers = \$55,486.27
  - WRS Wire Transfers = \$165,808.68
  - P-card Disbursements = \$165,648.56
  - Bond Payment = \$496,303.55
  - Health Insurance Wire Transfer = \$308,114.74
  - Grand Total for the Month = \$5,189,061.00
- C. Training Contracts – Report Totals:
- Number Served: 210
  - Estimated FTEs: 0.983
  - BTC Cost Formula: \$16,710
  - LAB Cost Formula: \$12,228
  - Actual Contract Cost: \$22,313

**All in favor. Motion carried.**

**ACTION ITEMS**

Chairperson Thornton called for Action Items:

- A. District Board action was requested to establish the mill rate and tax levy for the Fiscal Year 2021-22.

Wisconsin Statute §38.16 defines the revenue limits applicable to District operations. The operational levy increase is limited by net new construction in the District. The District's net new construction valuation factor is applied to total revenue, which, for this purpose, is defined in statute as the total tax levy (net of debt service) from the previous year plus the property tax relief aid (PTRA) received in the last year. The District's 2021 valuation factor is 2.41780% for an operational levy increase of \$422,768 due to net new construction in the District.

The Department of Revenue reported the District's total refunded or rescinded in the 2020 levy was \$10,756.

Administration recommends the operational levy of \$7,321,346 with an operational mill rate of 0.45307 and the debt service levy of \$8,850,000 with a debt service mill rate of .54767. Therefore, the total levy proposed is \$16,171,346 with a total mill rate of 1.00074 per \$1,000 equalized valuation.

The State requires reporting a total levy, which includes the value of personal property that is exempt from the local tax levy. Including the value of exempt personal property brings the BTC total tax levy to \$16,333,840 for 2021-22.

As noted above, the actual local tax levy for 2021-22 will be \$16,171,346 since BTC will receive state aid in lieu of local property taxes on exempt personal property.

It was moved by Mr. Hays and seconded by Ms. Sucus to authorize a \$16,171,346 tax levy which is 1.00074 mills (including debt service) on \$16,159,386,341 of equalized value, and that the clerks of the various taxing entities be informed appropriately of their share of the District's levy.

The roll was called. The following members voted affirmatively: Ms. Barrington-Tillman, Mr. Deprez, Mr. Hays, Mr. Henderson, Ms. Holland, Mr. Pophal, Mr. Richard, Ms. Sucus, and Mr. Thornton.

**Motion carried unanimously.**

- B. The Central Campus HVAC system improvements are included in the FY22 annual capital funding for physical plant maintenance. Angus-Young Architects & Engineers assisted in the design specification and bid solicitation to replace the chilled water system. The engineer's preliminary estimate of the project cost was \$407,692. An alternate bid for the replacement of the system's electric switchboard was requested. Angus-Young has verified the low bidder has demonstrated sufficient qualification and responsibility to perform this work.

It was moved by Mr. Pophal and seconded by Ms. Holland to approve the award of contract for Central Campus HVAC Chiller Replacement to Sun Mechanical at a base bid of \$390,000 plus an alternate bid of \$83,500 for a total contract value of \$473,500.

**All in favor. Motion carried.**

- C. Administration requested approval of the Concept Review for an Associate of Applied Science Front End Web Development Program. The proposed 61-credit program would

provide employment training for people interested in website development that meets this need. For businesses to stay competitive in today's marketplace, they need a web presence. This request is about changing the name of the existing Web Software Developer program 10-152-4 to Front End Web Development 10-201-5. Pending District Board approval, documentation will be submitted for WTCS Board approval. If approved, the anticipated start time for the program is Fall 2022.

It was moved by Mr. Hays and seconded by Ms. Sukus to approve the Concept Review for an Associate of Applied Front End Design program.

**All in favor. Motion carried.**

- D. Administration requested approval of the Concept Review for an Associate of Applied Science Graphic Design Program; the proposed 63-credit program would provide employment training for people interested in Graphic Design. Graphic Designers are found in every industry in the College's District. Whether it be a small business creating brochures and media pieces or a large business with a marketing department, people with these skills are needed throughout the District. Pending District Board approval, documentation will be submitted for WTCS Board approval. If approved, the anticipated start time for the program is Fall 2022.

It was moved by Mr. Deprez and seconded by Mr. Hays to approve the Concept Review for an Associate of Applied Graphic Design program.

**All in favor. Motion carried.**

- E. Ms. Barrington-Tillman nominated Mr. Pophal for the 2022 Board Member of the Year Award.

Mr. Hays nominated Bob Beaver from Mid-State for the 2022 Board Member of the Year Award.

It was moved by Ms. Barrington-Tillman and seconded by Mr. Deprez to forward the nomination of Mr. Pophal to the District Boards Association of the 2022 Board Member of the Year Award.

**All in favor. Motion carried.**

- F. The District Board Association, 2021-22 Distinguished Alumni Award Nominee, is postponed until the November 17, 2021, District Board Meeting.

## COMMITTEES

Chairperson Thornton called for Committee Reports.

### FINANCE

- A. Finance Committee Meeting – No September Meeting Scheduled.

Committee Related Item:

- B. The Wisconsin Technical College System (WTCS) procurement rules require each District to review purchases of similar goods, supplies, or services each year to determine if a more competitive process should be used in the future. For the Fiscal Year 2020-2021, 52 vendors were each paid \$50,000 or more. A listing of these vendors was shared as well as an overview of the report.

It was moved by Ms. Barrington-Tillman and seconded by Mr. Pophal to accept the 2020-2021 Procurement Report as presented.

**All in favor. Motion carried.**

**PERSONNEL**

- A. Personnel Committee Meeting – No September Meeting Scheduled.

**NEW BUSINESS**

Chairperson Thornton called for New Business. There was none.

**OTHER BUSINESS**

Chairperson Thornton called for Other Business:

- A. Staff changes consisting of new hires, new positions, resignations, and retirements were reviewed.
- B. The Wisconsin Technical College District Boards Association October agenda was reviewed and discussed.
- C. A reminder was provided regarding the virtual District Board Association Fall Meeting, Legal Issues Facing Wisconsin Technical Colleges, scheduled for October 28-29, 2021.
- D. A discussion took place with regards to the District Board Self-Evaluation. The self-evaluations were completed in the summer and had a low response rate. It was suggested to complete and review the self-evaluations a month earlier.

**FUTURE AGENDA ITEMS**

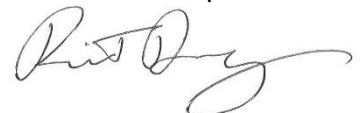
Chairperson Thornton called for Future Agenda Items. There were none.

**ADJOURNMENT**

It was moved by Mr. Pophal and seconded by Mr. Deprez to adjourn the meeting at 6:59 p.m.

**All in Favor. Motion carried.**

Richard Deprez



Secretary