



MINUTES

Business Services Committee

John Benbow, Jr., Chairman
Katherine Bielski-Medina, Member
Julie Timm, Member
John A. Krings, President

July 10, 2023

LOCATION: Board of Education Office, 510 Peach Street, Wisconsin Rapids, WI 54494
Conference Room C

TIME: Immediately following the Educational Services Committee Meeting, but not before 6:15 p.m.

COMMITTEE MEMBERS PRESENT: Julie Timm, John Krings and John Benbow, Jr.

ADMINISTRATORS PRESENT: Ed Allison and Aaron Nelson

I. The meeting was called to order at 6:48 p.m. by John Benbow, Jr.

II. Public Comment - None

III. Actionable Items

A. Insurance Premium Summary

BS-1 Motion by John Krings, seconded by Julie Timm, to approve the annual insurance premium payment in the amount of \$373,389.00 for the 2023-24 school year to be funded with District's insurance budgets. Motion carried unanimously.

B. East Junior High Water Heater Replacements

BS-2 Motion by Julie Timm, seconded by John Krings, to approve the contract with Tweet-Garot to replace the water heaters at East Junior High at a cost of \$77,542.00 to be funded from the 2023-2024 Buildings and Grounds budget. Motion carried unanimously.

A. Food Service Blast Chiller Equipment Request

BS-3 Motion by John Krings, seconded by Julie Timm, to approve the purchase of a blast chiller at a cost of \$37,015.85 from Boelter, LLC funded from the 2023-2024 Food Service budget. Motion carried unanimously.

IV. Updates and Reports

A. Purchases - Update

Copies of the following invoices, bid specs, and purchase orders will be reviewed:

- Altman Construction - \$109,981.80 - Pay App #1 - Woodside Playground
- American Asphalt - \$18,805.00 - Asphalt at THINK Academy
- Boland Recreation - \$147,603.00 - Woodside Playground Equipment
- Miron - \$10,359.96 - Grant, Howe and Washington - Referendum
- Miron - \$18,595.98 - THINK & Mead - Referendum
- Miron - \$15,264.93 - THINK & Mead - Referendum - Final
- Miron - \$31,886.39 - PAC - Auto Damage Insurance Claim
- Miron - \$32,030.00 - Lincoln - Referendum
- Miron - \$249,963.89 - Lincoln - Referendum - Final
- Old Hickory Buildings - \$11,814.72 - WRAMS, Mead and Pitsch - Referendum
- School Specialty - \$10,079.35 - Library Furniture - Howe

B. River Cities - Sign Replacement - Update

The Wood County Highway Department will be reimbursing the District an additional \$7,337.53 when purchasing the parcel of land at River Cities High School. This additional reimbursement is for the replacement of the building sign that had to be moved as a result of the road construction project.

C. Auditor Engagement Letter to the Board of Education – Update

Committee members reviewed the scope of services to be covered in the upcoming District audit by Hawkins Ash CPAs.

D. CESA 5 Lease Amendment - Update

CESA 5 will be leasing rooms 130-131, the old music wing at East Junior High, due to the sale of Vesper Elementary. An amendment has been made to the lease agreement changing the address to the East Junior High location. All other language stays in place with the original lease agreement including an annual lease amount of \$25,000.00.

V. Consent Agenda Items

The Committee members agreed upon the following consent agenda items for consideration at the regular Board of Education meeting:

- BS-1 Insurance Premium Summary
- BS-2 East Junior High Water Heater Replacements
- BS-3 Food Service Blast Chiller Equipment Request

VI. Future Agenda Items

John Benbow, Jr. adjourned the meeting at 7:04 p.m.