



**MINUTES**

Wisconsin Rapids Public School District - Board of Education

510 Peach Street

Wisconsin Rapids, WI 54494

(715) 422-6005

**Business Services Committee**

Gregory L. Swank, Chairman

John Krings, Member

Anne Lee, Member

Michelle K. Bean, President

**July 7, 2008**

LOCATION: Board of Education Conference Room A

TIME: 6:00 p.m.

COMMITTEE MEMBERS PRESENT: Gregory Swank, John Krings, and Anne Lee

I. The meeting was called to order at 6:00 p.m. by Chair Gregory Swank.

II. Public Comment

I. Business Services

A. Grant Applications – Food Service

**BS-1 A motion was made by Anne Lee, and seconded by John Krings, that the proposed Kohl grant applications for a 2008-09 start-up breakfast program at Washington Elementary School in the amount of \$7,564.00 and a 2008-09 breakfast participation improvement grant for the current eight participating schools in the amount of \$13,164.00 be recommended for approval. The motion was carried.**

B. Floor Scrubber – Lincoln High School Fieldhouse

**BS-2 A motion was made by John Krings, and seconded by Anne Lee, that the purchase of a 32” Advance Adhancer Scrubber from CTL of Wausau at cost of \$12,797 to be funded from the 2008-09 Buildings and Grounds Budget be recommended for approval. The motion was carried.**

C. Science Area Remodel – Lincoln High School

**BS-3 A motion was made by Anne Lee, and seconded by John Krings, that the proposal from Miron Construction for the Lincoln High School science area remodeling project at a cost of \$125,520, that architectural and design fees not to exceed \$25,000, and that project contingency funding not to exceed \$25,000 to be funded from the 2006 referendum for facilities and technology be recommended for approval. The motion was carried.**

D. Maintenance Vehicle Purchase – Building and Grounds

Building and Grounds Director, Thomas Helgestad, provided quotes on a 2008 Chevy cargo van and a 2007 Ford cargo van available from L & L Motors. The ¾ ton Chevy van was recommended over the ½ ton Ford van.

**BS-4 A motion was made by John Krings, and seconded by Anne Lee, that the purchase of a 2008 Chevy G2500 Express Cargo Van from L & L Motors LLC for the price of \$18,200 plus applicable taxes and fees to be funded from the 2008-09 Building and Grounds budget be recommended for approval. The motion was carried.**

E. Flex Provider Approval – District

**BS-5 A motion was made by Anne Lee, and seconded by John Krings, that the proposal from Employee Benefits Corporation with the benefits card option at \$4.25 per month per participant (price guaranteed for three years) and a Plan document fee of \$600 for the services of providing FLEX plan benefits to employees for medical and child care expenses beginning October 1, 2008 be recommended for approval. The motion was carried.**

F. 403(b) Third Party Provider Approval – District

**BS-6 A motion was made by John Krings, and seconded by Anne Lee, that the proposals for Goldleaf Partners out of Brainerd MN to provide on going Third Party Administration services to the District's for 403(b) plan administration and compliance and for the District to pay the annual cost of \$1,000 and the one time setup fee of \$950 be recommended for approval. The motion was carried.**

II. Updates and Reports

A. Transportation Hazardous Area Designation Review – Update

A report from the Wood County Sheriff's Office indicating no hazards of "overt" danger to students were apparent in the two mile area around the Mead Elementary School, St. Mary's Elementary School, St. Paul's Elementary School, and St. Lawrence Elementary School was reviewed by the Committee.

B. 2007-08 Utility Cost– Update

A comparison of electrical and natural gas usage and costs for the past eight fiscal years was reviewed by the committee.

C. Property Insurance Claim – Update

The committee was updated on the total amount of \$3,796,619.05 received to date on property losses from the hail storm on June 7, 2007.

D. Transportation Negotiations – Update

The committee selected the week of July 21<sup>st</sup> 2008 to begin the 2008-09 Transportation negotiations.

III. Consent Agenda Items

The Committee members agreed upon the following consent agenda items:

- BS-1 – Grant Applications – Food Service
- BS-2 – Floor Scrubber – Lincoln High School Fieldhouse
- BS-3 – Science Area Remodel – Lincoln High School
- BS-4 – Maintenance Vehicle Purchase – Building and Grounds
- BS-5 – Flex Provider Approval – District
- BS-6 – 403(b) Third Party Provider Approval – District

IV. Future Agenda Items

Future agenda items of the Business Services Committee include, but are not limited to the following:

- Approval of Purchases by more than one committee
- Employee Benefits – 403(b) Plan Adoption
- Transportation Negotiations – week of July 21<sup>st</sup> 2008
- PMA-WISC Budget Forecasting Model – River Cities District participation – August 4, 2008

The meeting adjourned at 6:57 p.m.