



MINUTES

Wisconsin Rapids Public School District - Board of Education

510 Peach Street  
Wisconsin Rapids, WI 54494

(715) 424-6701

Business Services Committee

John Benbow, Jr., Chairman  
Katherine Bielski-Medina, Member  
Larry Davis, Member  
John A Krings, President

May 7, 2018

LOCATION: Board of Education Conference Room A/B

TIME: 6:00 p.m.

COMMITTEE MEMBERS PRESENT: John Benbow, Jr., Katherine Bielski-Medina, Larry Davis, and John Krings

ADMINISTRATORS PRESENT: Edwin Allison, Craig Broeren, Elizabeth Severson, and Daniel Weigand

I. The meeting was called to order at 6:00 p.m. by Chair John Benbow, Jr.

II. Public Comment

III. Business Services

A. Walk-in Freezer Purchase – Grant Elementary – Approval

**BS-1 A motion was made by Larry Davis, and seconded by Katherine Bielski-Medina, that the proposal from Ron’s Refrigeration for the purchase and installation of a walk-in freezer at Grant Elementary at total cost of \$44,173.00, with funding from the Food Service and Building and Grounds budgets be recommended for approval to the Board of Education. The motion was carried.**

IV. Updates and Reports

A. Purchases – Update

The following invoices were reviewed:

- City of Wisconsin Rapids – Police Liaison Officer
- Strang Patteson Renning Lewis and Lacy S.C. – Legal work for Internal Revenue Service Audit
- Flocabulary – On-line Media Resource
- Discovery Education – On-line Media Resource

B. Banking Services – Update

The Committee was updated on discussions with local banks concerning fees associated with handling payroll ACH files.

C. Audit Services Engagement Letter – Update

A copy of the engagement letter from Hawkins Ash CPAs to provide audit services for the School District was attached for the Committee.

V. Consent Agenda Items

The Committee members agreed upon the following consent agenda items:

BS-1 Walk-in Freezer Purchase – Grant Elementary – Approval

VI. Future Agenda Items

2017-18 Building Trades House Tour – 6810 Church Avenue – June 4, 2018, 4:30 pm

The meeting adjourned at 6:12 p.m.