

RIVER RIDGE SCHOOL DISTRICT  
BUILDINGS AND GROUNDS/FINANCE COMMITTEE MEETING MINUTES  
Wednesday, November 11, 2015

The meeting was called to order by Randy Martin at 5:00 p.m. in the Multi-Purpose Room of the Patch Grove School. Board committee members present included: Martin, Nies, and Raisbeck. Also, present from the school were: Athey, Harris, and Marshall.

The following items were addressed:

1. Proof of public notice of this meeting was given by Raisbeck. The agenda notice was posted November 6, 2015 at 12:00 p.m. Motion to accept was made by Nies and seconded by: Martin. Motion carried by voice vote.
2. Troy Marshall, Maintenance Director, provided the Committee with these project updates:
  - A. **State Building Inspector Walk-Through** - Char Martin, State Building Inspector, was at the Upper Elementary School in Bloomington on Monday, November 2<sup>nd</sup>. She, Dr. Athey, Randy Martin, Troy Marshall, Trudy DeSimons, and Lester Breuer did a walk-through of those rooms identified as having poor air quality. As of right now, three rooms—the Guidance Office, the storage room in the cafeteria, and the office on the stage—are considered as rooms with poor air quality and cannot be inhabited by people. They can be used as storage rooms only. The P.E. Office (Shane Sperle's office) is a space Char is looking into to see if it can be occupied by a person. It was recommended by the Buildings & Grounds Committee that any action regarding fixing the air quality of the Guidance Conference Room be tabled until later when we know how much contingency money is still left.
  - B. **Roof Assessment** - Troy Marshall has spoken with both Allen Roof Company and Top Notch Construction regarding what to do about the roof at the Patch Grove site. Troy said that the Board should decide if they wish to go to a membrane or steel roof. He recommended staying with a steel roof. The Committee recommends that Troy talk with McKinstry to see if they would manage this project and get 3 bids from contractors—local ones, if possible. Those bids then could be brought back to the Board to help us decide how to proceed. Carol Harris explained to the Committee that a budget amendment would be required to complete a roof project in the 2015-16 year. A budget amendment requires a 2/3 vote of the Board.
  - C. **Weight machine** - The weight machine in the Bloomington weight room needs to be taken out before work is done by Daniels to remove the failing ceiling panels. The ceiling work will take a week to complete and will be performed around Thanksgiving time. Troy asked the Buildings and Grounds Committee for advice on whether the weight machine should be kept or sold. The Committee directed him to talk with Shane Sperle to see if it is necessary to keep it for fitness testing; or, if he thinks it should be sold. The weight room is a room that would require remodeling for air quality if it were to be anything more than a storage room. The Committee recommended tabling any work on having a stair built to get to the upper level of the weight room.

- D. **Construction Update** - It was reported that 99% of all HVAC work is now complete in the Patch Grove school building. The June-Air fan is fixed and running. It just needs to be balanced. Power roof vents are also complete. Electrical upgrades are complete at Patch Grove except for in the Ag Shop. That work will be done over the Thanksgiving break. In Bloomington, McKinstry has begun installing unit ventilators. The scheduled completion of the unit ventilator install is by the end of Thanksgiving break. Meanwhile, Westphal Electric has moved to the Bloomington site. They are working in conjunction with General Heating disconnecting old univents and hooking up the new ones. State investigators have been visiting monthly. They have been very pleased with work progress. Another walk-through is scheduled in early December with Char Martin.
  - E. **Interior and Exterior Lighting at both schools** - Troy shared information about minimum and maximum prices for new interior and exterior lighting for each building and the savings the district could reap if we went with more energy efficient lights, etc. Cory Raisbeck asked Troy to get some figures on what it would cost to change lights.
  - F. **Items for Future Meetings** - Randy Martin suggested that Troy start compiling a list of things that need attention in our buildings and grounds. Ken Nies recommended that window replacement costs be gathered. Troy suggested we address the basement burners.
3. Carol Harris provided the Committee with a report on financial statements, revenues, and expenditures for the month. Kenny Nies recommended that Carol Harris provide the Buildings & Grounds/Finance Committee with an abbreviated monthly report and give a more comprehensive report to the full Board at their regular Board meetings.
  4. No future agenda items were mentioned for the December Buildings & Grounds/Finance Committee agenda.
  5. The next meeting of this Committee will be Wednesday, December 9, 2015 at 5:00 p.m.

Adjournment: A motion to adjourn was made by Raisbeck and seconded by Nies The meeting adjourned at 5:58 p.m.