

**RIVER RIDGE SCHOOL DISTRICT**  
**BUILDINGS AND GROUNDS/FINANCE COMMITTEE MEETING MINUTES**

Wednesday, December 9, 2015

The Buildings & Grounds/Finance Committee 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: Randy Martin, Kenny Nies, and Cory Raisbeck. Also present from the school were: Dr. Athey, Carol Harris, and Troy Marshall.

The following agenda items were addressed:

1. **Proof of public notice** of this meeting on 2 PM Dec. 8, 2015 was announced. Motion by Nies and second by Martin to verify the action. The motion carried by voice vote.
2. No one in attendance signed up under “public appearances” to address the committee.
3. Troy Marshall, Maintenance Director, provide the committee with project updates:
  - a. On November 17<sup>th</sup>, two workers from Energy Performance Light, Anthony DeMarte and Anthony Heller, did a walk-through of both the Patch Grove and Bloomington school buildings with Dr. Athey, Troy Marshall, and Cory Raisbeck. They looked at each light fixture in the schools. They will provide RRSD with budget numbers and recommendations for fluorescent interior lighting, LED tube lighting, LED tube lighting/with ballast upgrades, LED new fixture lighting upgrades, and LED exterior light up grades.
  - b. Troy reported that Trenton Smith, McKinstry, may have recommended cost projections for the Patch Grove School roof repair when he attends today’s school board meeting at 6:00 pm. Troy shared that a structural engineer had been here the week of November 30<sup>th</sup> and walked the roof. Troy conveyed to the engineer that a steel roof was preferred to a polyurethane roof. Troy said a local contractor, TopNotch, has expressed interest in submitting a bid for the roof work.
  - c. Troy reported that Westphal Electric did the cutover in the Ag Shop during the Thanksgiving recess. All transformers on the roof are now “dead”. Ken Nies asked that Administration confirm that McKinstry has already included the cost of transformer removal. Westphal Electric has 18-20 hours of “loose ends” to complete at the Patch Grove School. Meanwhile 10-12 weeks of electrical work still needs to be done in the Bloomington School. Not all the exhaust fans are running in Bloomington yet. Kevin Callis, McKinstry, has been addressing pricing/ordering for 3 new fans for the IT room, Kam Fohey’s office, and the bathroom off the main office. Cory Raisbeck requested a sign be posted at the Upper Elementary School to alert visitors that we’re working on the heating; this will help explain to occasional visitors why it remains unusually hot in the building. Randy Martin has requested that McKinstry provide the school district with recommendations on what else should be addressed/fixed/updated, etc. before they complete facility code violation fixes in March.
4. Carol Harris, Business Manager, discussed various funding options that could be considered for lights, roof, and window projects (e.g., Act 28, Act 32, and through referendum). She explained that we are not in a position to tackle any additional projects until after March 15, 2016 when principal is freed up from \$1M that the Board borrowed in July for code violation repairs.

5. Carol provided the committee with a report on financial statements, revenues, and expenditures for the month including the McKinstry building project expenses, capital improvements, account payable, and gifts & grants.
6. No future agenda items were mentioned for the January Buildings & Grounds/Finance Committee agenda.
7. The next meeting of the Buildings & Grounds/Finance Committee will be Wednesday, January 13, 2016 at 5:00 pm.

Adjournment: A motion to adjourn was made by Nies and seconded by Martin. Motion carried. The meeting adjourned at 5:54 pm.