

RIVER RIDGE SCHOOL DISTRICT  
BUILDINGS & GROUNDS/FINANCE COMMITTEE MEETING MINUTES  
Wednesday, April 13, 2016

- I. Ken Nies called the meeting to order at 5:05 pm.
- II. Board committee members present were Ken Nies and Cory Raisbeck. (Randy Martin was absent.) Also in attendance were Dr. Athey, Carol Harris, and Troy Marshall.
- III. Proof of giving public notice of the meeting and determining that the meeting was properly posted was given by Cory Raisbeck. Notices were posted at 12:00 pm on April 8, 2016. Cory Raisbeck moved to accept that the meeting was properly posted. Ken Nies seconded the motion. Motion carried (2-0).
- IV. Troy Marshall gave the Building and Grounds Report. He presented Committee members with a handout about things that were discussed at today's construction meeting, feedback from teachers about the LED lighting, feedback from the state inspectors related to balancing, air and water testing updates, and news about an electric steam kettle in ES/MS/HS building.

**A. Construction Update**

Occupational sensors will be installed in the UE gym next week. Rick Traxler (Westphal Electric) said it will take about 16 hours to do the necessary work. The cost, estimated at \$2000, will come out of contingency funds. However, energy savings from using the sensors, will quickly recoup the initial investment.

To solve the balancing issue in Keri Achenbach's and Terry Mayne's classrooms in the elementary, General Heating will be adding a new pulley on the elementary fan to bring air flow in these rooms up to a sufficient level. The cost will be \$4,000. In addition to these two rooms, they will be addressing the balancing in the high school rooms. Hopefully, all this can take place before the three state inspectors return at 10:30 am on April 26<sup>th</sup> to do their final walk through inspection.

T. Marshall said 14 attic fans need to be replaced and reconnected to help keep the attic cool. The estimated cost to replace these is \$8,000.

T. Marshall's received feedback from Kris Petrowitz, Jill Faurote, and Nicole Bailey about the LED lights that were installed in their rooms. Kris. Petrowitz really likes them and says she no longer has migraine headaches. Rick Traxler said these lights are putting out 70-90 foot candles (35 is optimal). Kevin Collins (McKinstry) will be contacting the lighting company to have them comeback to re-adjust them down to optimal levels so that there will also be a cost savings to the district. Nicole Bailey likes the new lights, but her students think they are too bright. Jill Faurote notices the difference more on cloudy days.

**B. Air and Water Testing Update**

On April 5<sup>th</sup>, Dr. Athey, Carol Harris, and Troy met with Dave Havick (EMC). On that day, he set up his air quality testing equipment in 10 classrooms. (4 in ES, 3 in the UE, and 3 in MS/HS). He plans on testing for carbon dioxide, temperature, and mold for about two weeks before he returns April 18<sup>th</sup> to pick up his equipment. He said he'll have results to share with us in May.

T. Marshall has collected water samples from the school and delivered them to LV in Lancaster for testing. We are waiting for results.

**C. Steam Kettle Replacement**

The electric steam kettle in the kitchen at ES/MS/HS is incapacitated. Parts are no longer made for the machine. T. Marshall has gathered prices for a new electric steam kettle. He's recommending the district purchase one for about \$13,896. It will cost an additional \$250-\$300 for the labor of wiring. The steam kettle is used a minimum of 3 days per week (for hamburger, noodles, etc.) C. Harris said \$700 of the cost can come from what was saved with the premium holiday. The Buildings and Grounds Committee recommended the Board purchase a new steam kettle for the ES/MS/HS.

**D. Proposed Maintenance Projects for 2016-17**

T. Marshall listed several maintenance projects and costs for the Committee's consideration. This was a listing of things that had come up from our walk-through of both buildings on March 29<sup>th</sup>. Troy shared that Trenton Smith (McKinstry) will be getting us a priority list (e.g.; what's urgent, what important, and what's not needed at this time). The Committee thought we should wait on what to do until after the Board has looked at the long-range plan recommendations.

**E. Maintenance Update**

T. Marshall said the maintenance staff has been cleaning up branches and dead trees from the woods on our ES/MS/HS campus. We need to address potholes in the parking lot. Ken. Nies asked Troy to obtain prices for seal coating the parking lot. It was also suggested that parking lines be re-painted at an angle making it easier to get in/out of spaces. T. Marshall said he will begin mudding smoke walls. Tuesday, April 26 at 10:30 AM is our final walk through inspection of the two schools with the three state inspectors: Tony Tedysak, Char Martin and Ann Jurkowski.

- V. Financial Reports – C. Harris presented a report of the financial statements, receipts, and expenditures.
- VI. Member suggestions and recommendations for future items – there were none.
  - A. Next Meeting Dates/Times – Wednesday, May 11, 2016 at 5:00 pm (regular meeting)
  - B. Wednesday, May 18, 2016 at 5:00 pm (Review 2016-17 preliminary budget)
- VII. Adjournment – C. Raisbeck made a motion to adjourn; K. Nies seconded. The meeting adjourned at 5:58 pm.