

**Facilities Committee Meeting
Unit Office Board Room
October 4, 2011**

Meeting was called to order at 5:00 p.m. by Chairman, Bill Beyers.

Members Present:	McLeod, Dively
Members Absent:	Foor
Superintendent Present:	Yes
Visitors:	Lori Ade, Facilities Director

Minutes of August 2, 2011 meeting were approved and signed on a motion by McLeod and seconded by Beyers.

Items Discussed:

Tower Hill Bus Garage: The asbestos work is complete. We are waiting on letters from the utilities companies (water, electricity/gas) confirming the disconnects. After filing those letters with the ROE, we will receive the demolition permit approval from the ROE, and then Coleman's can begin the demolition. We anticipate the demolition to begin the week of October 24th.

Unit Freezer: Bids were received for a new 12 x 16 walk-in freezer. The bids ranged from \$18,720 to \$26,189. Rental options have also been reviewed. A new development came about and the option to purchase a used 28 x 8 walk-in freezer was brought to the table. Facilities and Food Service personnel will travel to Taylorville to look at this freezer on October 5th. More information will follow once we actually look at the unit.

HVAC Maintenance Service Contract: As of meeting time, we were still awaiting the HVAC maintenance contract recommendations. On a motion made by McLeod, and seconded by Beyers, Lori will move forward with specific contractors to get a service contract in place beginning January 1, 2012. We will seek separate maintenance contracts for the boilers and for the roof top units at all locations.

High School Boiler: The water treatment company was on site last week testing the water levels. We are awaiting those test results. There are products that can be added to the water to help eliminate additional corrosion to the existing boilers, and Lori will work with the water treatment company to see what the district's best options are. Honeywell is going to send over a quote for a new heat exchanger—the part of the boiler that will need replaced. We had verbal bids in the \$15,000 range. The building can be run with the 3 existing boilers, so we're not in a critical stage, but do need to move forward so that all of the boilers are running efficiently.

Grounding Work: The transformer grounding work at the High School is to be completed Monday, October 11th. The bid for this work is \$1,990. A follow up report will be ready for the board meeting.

Miscellaneous Items:

Lincoln School Fan Motor – the large 10 HP fan motor stopped working. We took it to Decatur Industrial Electric, and they are currently reconditioning the motor. The estimated cost is \$2,500. On a motion by McLeod, and seconded by Beyers it was recommended to recondition the motor for the estimated cost of \$2,500 rather than purchase a new motor at this time because of the cost of a new motor, plus the substantial building work that would be necessary to revamp the opening that would house a newer motor.

Upcoming Inspections – Several inspections are scheduled during October: Bleacher inspections were completed October 3rd, Lifts/Elevator inspections are scheduled for October 6th, and the Health/Life Safety inspection is scheduled for October 20th.

Pest Control Bids – Our current pest control services is paid to January, 2012. Lori is seeking approval to advertise for pest control services beginning January 1, 2012. On a motion by McLeod, and seconded by Beyers, Lori was given permission to seek bids.

Sound System at High School – Dr Lett has asked to have the high school gymnasium sound system check. Lori has contacted Schuerman Electronics in Decatur (original installer for sound system) to come down and inspect the system.

Roof Repairs- Craftmasters has repaired roof leaks at Lincoln & Washington recently. The repairs were made to ongoing issues that were patched from time to time. No other problems since these repairs have been reported at either school. At Jr. High, we had a roof leak report, and Craftmasters found a loose downspout that was draining improperly. Once fixed, the leak was stopped.

Exhaust Fans - The maintenance crew will diagnose problems with exhaust fans at Lincoln & Washington Schools to determine what service call needs to be made.

Jr. High Auditorium Doors - Security Door and Hardware is coming in October to fix some doors at Jefferson Middle School—required Life Safety work. While here in the district, they will look at Jr. High Auditorium doors to get properly sealed.

Natural Gas Prices - Natural gas prices are at a low of 3.76 – 4.00 for the winter months. These are the lowest prices in several years. I have secured a price of 3.91 for November and December. The transportation cost is added to this figure, but Proliance has assured that we should pay less than \$4.50 from November – March. The future prices look to increase, so I feel comfortable that we have locked in as good rate as possible.

Security System at Lake Land Center - We have been experiencing problems with the keypad/security system at Lake Land College Western Region Center. Detection Security is coming Thursday, October 6th to look at keypad. We may opt to move the keypad to a different door location for the convenience of the teachers setting the keypad at night. I will an update after the 6th.

Brick Work on Bus Garage - The brick work scheduled for completion this past summer was delayed due to the contractor's schedule. Lori will follow up with this contractor to see if we can get the work scheduled yet this fall.

Next Meeting: No date was set for the next meeting.

Meeting adjourned at 6:15 p.m. on a motion by McLeod and seconded by Beyers.

Member

Member