

**Facilities Committee Minutes**

June 16, 2011

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

Members Present: McLeod, Foor, Dively  
Members Absent: None  
Superintendent Present: Yes  
Visitors: Lori Ade, Facilities Director

The following items were discussed:

Minutes from the April 12, 2011 meeting were approved on a motion by Foor, with a second from McLeod.

**Tower Hill Bus Garage**

Dr. Lett gave John an overview of the bus garage at Tower Hill, and the plans/actions taken to date in the possible sale and/or demolition of that building. On a motion made by McLeod and seconded by Foor, it was agreed to move forward with the possible sale to a local business in Tower Hill. Triple A Asbestos provided a proposal for the removal of the asbestos, as well as the cost of demolition. A contact will be made to Triple A to get separate proposals so that the district can determine the costs separately.

The spare buses are currently being parked in the south parking lot of the high school, which is a locked, security-monitored, and lighted area.

**High School Chiller**

An update was given as to the progress on the replacement chiller. Knearem Heating & Cooling has begun the initial phase of the work. The old chiller is completely dismantled, and is about 90% removed. The tentative delivery date for the new chiller is the week of June 27<sup>th</sup>. This is approximately 3-4 weeks sooner than expected, so we are happy to hear this news. Several days of work will of course be required after delivery before the project is considered complete. I will provide updates as I receive information.

With regard to the lightening hits throughout the years, it was agreed to have a reassessment done to determine what steps the district can take to eliminate future hits. John McLeod offered his services/knowledge to help with this issue.

**HVAC Maintenance Contract**

The district received three proposals from HVAC businesses. In all cases, there were several questions raised as to the amount of maintenance that our own staff completes, because the cost of the contract increases drastically with work such as changing filters, cleaning vents, washing coils, etc. It was agreed to consider the 3 proposals at a later date, along with local HVAC proposals once the RFP can be reviewed in more detail and compared to our current High School Controls Contract, as well as with the work currently being completed by our staff.

### **Summer Maintenance Updates**

On a motion made by Foor, with a second by McLeod, the committee approved the updating and painting of the Jr. High boys & girls locker rooms. This update does include the replacement of lockers in the boys' locker room, painting the floors and walls, and removing the old whirlpools. The current lockers will be either sold or scrapped for metal.

On a motion made by Beyers, and seconded by McLeod, it was agreed to replace the intercom system at Washington Elementary. The current system is very antiquated and is requiring excessive service calls. Lori will work with Scott and the contractor installing the system to make sure the wiring is adequate throughout the building.

A discussion on the fee structure for facilities rental was brought to the table. Dr. Lett will bring more information back to the committee at the next meeting.

The District has been asked to remove the old Jr High concrete pieces and pallets of bricks being stored at the City Garage. The pallets of bricks are at an unusable/deteriorated stage, so it was agreed to discard as necessary. The district will move and store the larger usable limestone pieces.

Lori gave an overview of the high school custodian interview process currently taking place. A recommendation to hire David "Eric" Barrish will be brought before the board. John McLeod asked about replacing subs when subs are hired full time. It was stated that all applicants, if interested, are encouraged to complete the employment process for substitute work.

The next meeting is tentatively scheduled for Tuesday, August 2, 2011 at 5:00 p.m.

A motion was made by McLeod and seconded by Beyers to adjourn the meeting at 6:50 p.m.

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Member

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Member