

The special meeting of the Waterville-Elysian-Morristown School Board was called to order at 6:37 pm on Thursday, April 13, 2023.

Members Present: Jon Bakken, Brenda Heuss (left at 8:15pm), Gary Michael, June Rezac, Jeff Stangler, Troy Tolzman.

Absent: Jay Schneider

Also present, Ryan Jensen Superintendent

Motion to approve the agenda with the action item item: approval payroll contract and presentation: Rob Brown reversed in meeting order made by Bakken, second by Tolzman.  
Approved 6-0

**Presentation:**

Rob Brown–Nexus Solution Facility Planning

Jensen reported that he contacted Rob Brown when looking for more information about a direction to go with recent bond dollar approval and long term plan for the district's buildings.

Brown stated that he spent approximately 18 hours touring the buildings and interviewing Administration, Crystal Lamont, Jeff Boran, and Scott Allen.

The purpose of their company's study would be to complete a comprehensive facility improvement program for the district.

They would:

- Access current facilities to accommodate necessary education programs & desired public uses.
- Assess safety and security needs
- Identify deferred maintenance needs, including but not limited to, mechanical, electrical, roofing, hardscapes, and building envelope repairs and replacement.
- ADA Compliance
- Analyze site for improved traffic safety
- Opportunities to improve energy, operations, and financial efficiency.

In order to accomplish these points, Nexus would complete a detailed facility audit, compare cost estimates, prepare financial solutions incorporating existing capital and other potential funding sources, consult further with the district's administration & board as well as create a community task force.

Brown/Nexus provide a single source of accountability with project management. Meaning, they would handle all aspects of projects for the facilities. This gives the district "one throat to choke,

one back to pat” when something goes well or when something goes wrong. Nexus works only with K-12 school districts.

Brown/Nexus would work with Margaret Jewison/district to find the most funding sources with the least impact to taxpayers.

Brown/Nexus solutions would complete this process in two phases:

1. Complete the assessment of the facilities and produce the comprehensive plan for the district.
2. Implement all or some of the facility plans that were identified in Phase I.

If the district should proceed with phase II of the work Nexus would be compensated in the following manner: 7% of the related architectural constructions costs, 8.5% of related engineering services (engineering and architectural are not additive and will only be billed if specifically used). 2.5 % of commissioning services, 3.5% of the construction management cost. These percentages are not based on total construction cost. If other professional services are required but not defined in the compensation contract the parties would negotiate them at that time.

If Nexus completes phase I, and the district decides not to implement any portion of the comprehensive facilities improvement program, the district will be required to pay Nexus \$11,275\* (square footage \* \$.05 /sqft) within 60 days of receiving the report. Through the Nexus contract the district would also be agreeing to utilize Nexus on any phase II work (implementation of any suggested plans). The agreement with Nexus, should the district choose to go with this option, would be for three years. *\*The Elysian building was not part of his initial assessment and would slightly change the cost due to additional square footage.*

In his presentation, Brown credited the WEM District on the work/areas completed with the recent referendum dollars.

With the preliminary assessment of the facilities Brown/Nexus:

1. Identified several spaces that were not being used to their full potential
  - a. library/classrooms on third floor High School
  - b. Computer lab(s) High School
  - c. Space near 6th grade area in Jr High
2. Identified a “red zone” area of preschool space next to ag/shop area
  - a. Suggested we should find a different space for this classroom
3. Identified ways to maximize CTE classroom spaces
4. Identified areas of concern in exterior envelope
  - a. Roof
  - b. Windows
  - c. Tuckpointing (including testing behind walls to ensure nothing is growing/damaged inside before repair)
  - d. insulation/heat loss

5. Identified potential spaces for Wrap around Care
6. Identified areas of concern in mechanical areas
  - a. The air conditioning unit on the outside of the elementary that is not connected to anything. It is essentially an expensive outdoor stool. This was just “installed” with the last construction project.
7. Presented ideas on flooring
8. Identified ADA areas that are not up to standard
  - a. Example a bathroom that now has an ADA compliant door. However, once inside a wheelchair bound person can not get into the stall to use the toilet.
9. Identified the need for a better space for SPED Physical Education.
10. Identified need for improvement to locker rooms & possible relocation of weight room.
11. Attempted to identify solutions for parking.

Only the Waterville & Morrystown buildings were explored in Brown’s initial assessment of the facilities.

Brown reported that these are all just snap shots of what a full assessment would discuss. The comprehensive plan would give the district a road map on the varied projects needed to maintain/update our facilities.

Questions from members:

Q: You suggested tiles instead of carpeting for the flooring is easier to maintain, what about the noise issue this could create?

Answer: We would identify areas where noise is a concern and use carpet squares instead. These are easier to replace when things like accidents, spills, etc. stain carpeting.

Q: In your experience, how do our facilities (condition) compare to other districts you have evaluated?

Answer: Your envelope (exterior edifice/roof) is one of the worst I have seen in comparison to other districts.

Q: You have shown us how many districts you have worked with in the MN/WI area, in comparison how many other districts have you presented to and they have not gone on to complete even phase I?

Answer: Unsure of that number.

Q: You seem to have many projects currently in the works, will this delay the process?

Answer: If we are going forward, we would begin working on the assessment immediately.

Q: What is the timeline of when you begin the assessment to the comprehensive report in our hands?

Answer: 7–12 months, this length of time is due to the depth of study & information gathering needed before a final report can be generated.

**Discussion:**

Members were hoping Brown's report during the meeting would bring more clarity/direction on spending the current bond dollars the district has available.

Brown expressed that in his experience, with Nexus, if a plan is in place the time limit to spend the bond dollars would not be an issue.

Members decided a determination would be made at the next meeting on whether or not to move forward with a facility plan with Nexus.

**Action:**

Members were presented with a one year contract option and a three year contract option for payroll services.

Jensen/Jewison expressed that the three year contract option gave us better terms than the one year contract option.

Motion by Bakken, second by Stangler to approve the three year contract option with School Management Services, LLC for payroll services.

Approved: 5-0

Motion to adjourn at 8:37 pm by Tolzman, second by Stangler

Approved: 5-0

Attest: June A. Rezac