

**Facilities Committee Meeting
Unit Office Board Room
January 30, 2014
5:00 p.m.**

Members Present:	Beyers, Foor, McLeod
Members Absent:	Yes
Superintendent Present:	Yes
Asst. Superintendent Present:	Yes
Facilities Director Present:	No
Visitors:	None

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

Minutes of the August 22, 2013 meeting were approved and signed on a motion by Foor and second by McLeod.

OLD BUSINESS

Health Life Safety Review

The preliminary report from the ROE is in the mail, and should be in our hands by next week.

Red Shed Painting

The maintenance staff will care for the painting of the red shed when weather permits. Sam, Steve, & Derek have the information for the type of paint and what will be needed to complete the job themselves. The cost of primer and paint is approximately \$520.

Overhead Door – Jr. High Ag Shop

Several conversations have taken place on the best option for the overhead door. As you will recall from our last meeting in August, we had an estimate from Mt. Zion Overhead Door Co. of \$1,760 for an opener plus installation. Dr. Lett and Brian Wood discussed a dual funding option between the school district and the FFA. Brian said the District had once approved funds for that door, but the door was never installed. I could not locate any board action regarding this issue, so not sure what past conversations have actually taken place. When Mt. Zion Overhead Door technician was here last August, he suggested tightening the springs of the door as an alternative to the opener. The maintenance guys have done that a couple of different times, but Brian has now approached us

again with wanting the opener, stating the tightening hasn't really helped. Another option is to buy the opener and have our guys install it, but both Steve and Sam aren't comfortable installing an opener for this big of a door, and would prefer a professional installer care for it to ensure warranty/safety for all. All things considered, it would be nice to either move forward with this or tell Brian we aren't doing it.....would like to put this issue to rest. The Facilities Committee thought this was a dormant issue. It was explained that it never got resolved. The FFA has agreed to pay half of the door/installation costs, but would like us to get another quote to see if we could get a less expensive quote. Lori will contact Mid-West Garage Door Co. from Pawnee for a second quote. It was agreed to use Tort Funds for the district portion of the cost.

The overhead door conversation opened up another request of Brian Wood. Beginning with next school year, Mr. Wood would like to put in a doorway between the ag shop and wood shop. This would allow the students to enter from one doorway with dual access to both shop areas without disturbing the adjoining classrooms. This work would require an architect's involvement. No action taken.

NEW BUSINESS

Heating Systems

With the frigid weather temperatures and high winds, we have had a couple heating/building issues arise. Luckily, our staff has been on top of the issues, so we've been able to address early on without any major catastrophic problems, but as with all heating/cooling repairs, there has been expense involved. At Lincoln, we had a boiler relief valve go bad and need replaced. Even though Xcell is our maintenance contract holder, we touched base with them first, and Xcell encouraged us to go ahead and use Hilton's due to time and travel cost that would have been associated with Xcell. Also at Lincoln, we had a fuse blow a breaker on the boiler. Hilton's had it replaced very quickly with no down time. Luckily, both incidents took place on the snow days, so there were no students present.

Xcell is planning a visit before the scheduled spring maintenance to take care of some minor hvac adjustments that need to be made at the High School, and then follow up on the recent issues at Lincoln. Overall, the Sr. High, Jr. High, Jefferson, and Washington boiler/heating systems are performing ok.

We had a water pipe bust under the Jr. High in the west tunnel, which was fixed quickly. I won't know until the meter read in February how much it affected our normal usage. The City Water Department has been notified and will contact me after the reading. If there is a large consumption difference, we will be allowed a one-time credit. The reason for the pipe bust is related to the frigid temps, high winds, and the fact that once we installed the roof top units, there is no longer hot water heat circulating heat through the tunnel, so freezing pipes is a possibility---a reality to us now.

The biggest issue we are having as a result of the cold is the tile floors in the Lincoln and Washington lunchrooms. Lincoln has a larger problem than Washington, but we are seeing the same thing at both schools. The tiles are breaking loose and/or curling on the edges. With school in session, and these rooms being used day AND night, it's very difficult to stop the problem. The maintenance staff has been gluing the tiles back down as they pop up, but again, the usage of these areas is constant, so we will have to wait until summer to permanently fix the areas. I have made a contact with Lee Austiff, who actually said he had two other calls from area school districts this week reporting the same problem. He is going to meet with Dr. Lett and me next week to look at the floors, give us a cost estimate for cleaning up the tile, and give us recommendations for a new floor surface for both schools.

In a related concern, Cheri Wysong questioned the air quality of a couple of areas in the elementary buildings where water had previously been, i.e. Ms. Culp's room had water problems. This area hasn't been used as a classroom since that issue, but will be needed with the move next school year. Dr. Lett will work on getting Courtice Grason of Sullivan, IL contacted to work on air sampling.

Snow Removal

As of the Facilities Committee meeting date, we've had snow removal services three times this year. Since the City of Pana has refused to do 8th Street, Rick Ade is cleaning this area as well. The outside maintenance crew is also doing a great job of clearing the entrances and sidewalks as necessary. The Facilities Committee voiced concerns about the upkeep of 8th Street. It was advised to contact Louis Marsh Co. and ask them to do the roadwork when they do the adjacent city streets.

Jefferson Middle School Move

Preliminary plans are still being organized as to what needs moved, who will be where, when, etc. Amy Christian and Lori Ade are working on the movement of kitchen equipment, and Lori will continue to work with the administrators after the February 8th retreat to finalize moving plans.

OTHER BUSINESS/COMMITTEE CONSIDERATIONS

Floor Tile and Other Issues at H.S.

The floor tile in the entrance of the High School needs replaced. This work was not approved as part of the maintenance grant, but the facilities committees asked to look in to that repair as the cracks are continually getting worse. The stair treads also need to be replaced to look all the same color and style. The carpeted areas may need to be replaced further down the road. All of this work could be done utilizing sales tax money. The floor tile at Washington and Lincoln will probably need to be this summer.

Tower Hill Property

Dr. Beyers asked if the district should formulate a plan to try and sell the Tower Hill property. There may be some interest in selling the property, but everyone is still looking at possibilities for programs in those buildings. There would be some significant costs if programs the district housed programs in the buildings. A possible option would be charge rent or tuition for any program.

The question was raised that if the district hears there is interest in the purchase of the property, could the district move forward with an auction of the property? Dr. Lett will attend the next council meeting to see if there is any interest in the property if the facilities were donated back to the Village of Tower Hill.

Next Meeting Date & Time

No meeting date was set for the next Facilities Committee meeting.

With no further business, the meeting adjourned at 5:58 p.m. on a motion by Foor, with a second by McLeod.

Member

Member