

**Facilities Committee Meeting  
Unit Office Board Room  
August 2, 2011**

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

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

Minutes of the June 16, 2011 meeting were approved and signed on a motion by Foor and seconded by McLeod.

**Items Discussed:**

**Tower Hill Bus Garage:** Clint Foor received an email from the party that the district had approached regarding the sale of the Tower Hill building asking for a copy of the asbestos inspection report. Lori will email inspection report. On a motion made by McLeod and seconded by Foor, the district will make a couple more phone calls to prospective buyers, but it was agreed that demolition will begin if no interested parties make an offer by September 1, 2011.

Clint Foor reminded the Facilities Committee that the fuel tanks had been removed years ago when the property was still owned by the Tower Hill School District.

Dr. Lett updated the committee on the request to use Life Safety funds for this project. It was reported back to him that ISBE had not allowed this type of expenditure from Life Safety funds. Dr. Lett will check to see if Tort funds could be an option for funding the demolition of the Tower Hill bus garage.

**High School Chiller:** The new high school chiller was up and running more than one month ahead of schedule. John Knearem Heating & Cooling team was commended on their efforts to get the new chiller in place as soon as possible.

**Grounding Equipment:** Meetings and studies are in place to assure that proper grounding is present at the High School. The new chiller is grounded properly, as well as the main electrical panel in the high school. There is a bonding concern that is currently being reviewed and a recommendation will be forthcoming soon.

**HVAC Maintenance Service Contract:** Lori is working with local HVAC & boiler experts to review the needs of the HVAC/boiler equipment within the district. With the different types of equipment in place at each location, we are possibly looking at multiple contracts to care for the maintenance of the equipment. The meeting scheduled in July with a local HVAC person was delayed due to vacations and the busy air conditioning seasons, so a rescheduled appointment is set for late August.

**Jr. High Freezer:** Both two-door freezers at the Jr. High continually needed major repairs. One freezer totally quit, and the other was not working well. The decision was made to purchase a new 3-door freezer for \$5,860. This freezer will allow ample space for the Jr. High needs. The two old freezers were moved to a district storage area where they will be worked on by Holthaus Appliance to make one good back-up freezer from the two units.

**Summer Maintenance/Building Update:** All custodial and maintenance staffs are working hard to make sure the facilities are ready for the start of school. A lot of the summer work entailed the life safety work from our 10-year Life Safety Inspection, as well as the ROE's Life Safety Inspection. In each building, you can see the work and improvements completed.....very proud of everyone's efforts!

**Parking Lots at Jr/Sr. High School:** Some asphalt patching is being completed the week of August 1<sup>st</sup> on the south lot. New parking curbs will be delivered as well to replace broken/crumbling curbs.

**Personnel:** Derek Ashcraft returned to work on July 18, 2011. Randy Casner began working as High School custodian July 18<sup>th</sup> as well. He will work days until the week of school starting, and then he will work the evening shift.

**Other:** It was asked if the district could look into central air units for specific areas at the High School, since the temperature varies so much from room to room. The two-pipe system was explained and reviewed—giving the background as to why the extreme varying temps exist. A response to this request will be brought to the next meeting.

It was noticed that the sound system in the High School gymnasium is not operating as well as it should. Lori will make some contacts and report back at the next meeting.

Lori will look into purchasing a new van for the district this year. Currently, the district has two vans with nearly 100,000 miles.

**Next Meeting:** The next meeting is scheduled for October 4, 2011 at 5 p.m.