

Mr. Rasmus called the January 25, 2022 MASD Buildings and Grounds Meeting to order at 6:00 p.m.

Present via Zoom were Joseph Rasmus, William Berger, Sue Myers, Susan Farr, Heather Mausteller, Brent Crispell, Michael Farrell, Jessica Whitmoyer, Whitney Holloway, and Kathy Musselman. Guest Alyssa Wingenfield, McClure Company.

#### MCCLURE PRESENTATION: MULTI-STACK LONG-RANGE PLANNING

In 2010, Millville Area School District did an energy project with McClure Company. As a part of the project, a geothermal heat pump and geothermal wells were installed to serve as the heating and cooling system. Since 2010, the geothermal heat pump (Multi-stack) has had repairs and replacements to the valves, compressors, and heat exchangers. The heat pump has life expectancy of 15 years and is recommended to plan for replacement in 2025. July 2020 a five-year warranty was issued by McClure, however, with the system at life expectancy, another warranty will not be issued. Replacement is estimated at \$500,000 - \$1,000,000.

Mr. Rasmus stated long range planning is needed now. He asked Ms. Wingenfield if in the future it would be best to plan for a new Multi-stack and can we use the current geothermal wells.

Ms. Wingenfield explained the well fields have a 50-year life expectancy (2010 – 2060) and long-term use should remain stable. Geothermal comes from the vertical boards 400' down in the ground. The water is a constant temperature and is heated or chilled through the Multistack. Suggested looking over the energy bills to garner operational costs and efficiency of the system.

Mrs. Holloway stated we would plan now as well as plan ahead for the future.

Mr. Berger asked that we set aside as much funding as we can now over the next three years.

Mrs. Holloway inquired about obtaining prices from other contractors or vendors.

Mr. Crispell stated if we put it out to bid, we should have an assessment so bidding is apples to apples.

Mr. Rasmus stated we could have McClures provide an assessment and specific scope. McClure has done well by us but there are other vendors out there. Epsco is one vendor that has been used by neighboring schools.

Mr. Berger stated the benefit to using McClure is they are familiar with our system.

Mrs. Myers felt we needed to do our due diligence by obtaining names of other firms and receive feedback from others that have used them.

Mr. Crispell: Can obtain feedback from other local schools. NRG is a company that is out there. Sometimes companies are out of the area but contract local for warranty mechanics. Mr. Crispell will obtain information for contractors and bring back to a meeting.

McClure has been good for us. McClure took on another five-year warranty and came through for us.

#### ELEMENTARY PLUMBING ISSUE 1/24/2022

Brent Crispell and Wayne Monroe arrived at the elementary school at 4:45 a.m. for snow removal with no reason to enter the school. Gale Watts arrived at 6:00 a.m. and informed Wayne Monroe that  $\frac{1}{2}$ " –  $\frac{3}{4}$ " of water was on the floor in the hallways of 1<sup>st</sup> grade and 2<sup>nd</sup> and 3<sup>rd</sup> grade classrooms.

The water was coming from a split water pipe from a sink in Mrs. Keller's classroom. Wayne was able to turn the shut off valve located in the classroom ceiling and replace the piping.

Upon inspection, insulation was coming out of the Airedale unit and allowing cold air in. As a result, the pipe froze and split. Piping throughout the building will be assessed for similar scenarios.

Mr. Crispell informed Mr. Rasmus of the situation and classes on the elementary level were cancelled.

Georgia and Kaitlyn Crawford were called in to help remove the water. The water was removed before noon.

Mr. Sanders had the teachers inspect their classrooms for water damage. Damage was minimal; paper, books, cymbals, making Mr. Sanders question if damage was substantial enough to meet our deductible to claim through our insurance.

Mr. Berger encouraged Mr. Sanders to continue compiling a list because if we could recoup employee clean-up costs, along with damages, we may go over our deductible threshold.

Mrs. Holloway agreed, stating absolutely keep track, as we were able to recoup costs from the water damage at the high school.

Brent received a call from CM Regent. He will send pictures of the damages and confirm the deductible, thinking we had a \$500 deductible rather than \$2,500.

Mr. Rasmus stated personal items may not be covered but continue to itemize a list. Mrs. Holloway will then compile the rates.

Mr. Rasmus thanked Mr. Crispell and his team. He was impressed with the amount of water (5,000 gallons) that was removed in a short time.

Mr. Crispell stated he was thankful for the equipment and floor machines he was allowed to budget. The equipment made the water removal manageable.

#### REVIEW OF BI-POLAR IONIZATION IN-HOUSE TESTING RESULTS

Concerned if filter replacement should occur more often, Mr. Crispell used the same type of meter as McClure, to compile readings during winter break. Readings were compared with filters that were 4 months old and newly replaced filters directly at the Univent and 10' away. New filter readings did not show a dramatic loss or gain.

Mr. Berger suggested if there is no difference continue with the current replacement schedule.

Mr. Rasmus inquired what the current replacement schedule was.

Mr. Crispell stated filters are replaced with Merv 9 filters twice a year at both the elementary and high school buildings; once during summer cleaning and again during winter break.

Mr. Crispell stated the meter would also be useful to determine if the system was working or not with results in seconds.

#### SCIENCE WING ROOF RESTORATION PROJECT UPDATE

Mr. Crispell is working with the contractors. Timeline is to complete roofing during the summer before the students come back to school. Will keep on schedule. The foreman will keep a work log. If it is bad weather it is understandable but not acceptable to be gone a week or two on another job.

#### FITNESS ROOM RENOVATIONS

Fitness equipment not appropriate for use in the secondary and elementary fitness rooms cleared from the rooms. One useable treadmill remains at the elementary school.

Fitness Headquarters, Johnson Fitness, and Complete Fitness submitted quotes/proposals. Fitness Headquarters \$43,412; Johnson Fitness \$26,919.76; Complete Fitness \$36,650. Freight cost vary. All equipment is equipped for all students, PT and athletics.

Mr. Berger suggested having Mr. Marshman, Ms. Verstraeten, and Mrs. Pell look over the quotes to garner their feedback.

ACCESS monies through Mrs. Davis' budget could be utilized to purchase a treadmill, Elliptical, and Recumbent Bike. The balance would need to be budgeted and addressed after July 1<sup>st</sup>.

Mrs. Myers felt we should move forward and not drag our feet especially where IEP's are a concern. Garner reviews from other people but move forward at least with some equipment this year.

We have a maintenance agreement with Fitness Headquarters and are paying for services that is not up to par with no follow-up.

Mrs. Holloway stated we could move forward with Mrs. Davis' equipment.

Mrs. Mausteller stated she would like to see what equipment/vendors other districts use.

#### MADISON TOWNSHIP COMMUNITY CENTER PROPOSAL

Two previous Madison Township Supervisors visited Mr. Rasmus prior to winter break stating the Madison Township building had structural and mold concerns. They would like to see the property turned back over to the district and planned to purchase a different property.

The Madison Township building was a former Millville Area school that was deeded to the township for \$1 with the stipulation if it was no longer used by Madison Township, ownership would revert back to Millville Area School District. We are not situated to take on the unbudgeted expense or liability.

The supervisors that visited Mr. Rasmus are no longer in the position of supervisors. Mr. Rasmus reached out to Supervisor Clair "Red" Swartz, and he stated the township is not interested in pursuing relinquishing the property and are looking to remedy the status of the building.

Mrs. Mausteller suggested letting it go...sit on it, see what happens. Updates, corrections, and changes are planned by the township.

#### ELEMENTARY FILE BANK SOLUTION

Mr. Rasmus stated the mechanical room across from Mrs. Kramer's room at the elementary school might be a solution to record storage rather than using Filebank. Access to the room is two flights of steps. Roof access is also available. The room used to house HVAC equipment is climate controlled. The room is not equipped with water sprinklers but unsure if this is necessitated or required.

Mrs. Holloway calculated Filebank costs at \$31,013.45 for 2019-2020; \$10,098.14 for 2020-2021; \$6,954.18 to date for 2021-2022; for a total cost of \$48,965.77 to date. When retrieval services are requested, per page fees and costs to locate are also charged by Filebank.

Mr. Crispell stated the room is not equipped with sprinklers but would be doable.

Mr. Crispell felt a structural engineer should assess the room for storage weight capability before bringing materials back from Filebank. Three box trucks were filled and sent to Filebank...tons and tons of weight.

Mr. Berger suggested checking the building plan to acquire pounds per square foot capacity.

Mrs. Mausteller stated her understanding was Filebank would digitize everything and send a digital copy upon request.

Mr. Rasmus, being new and wanting to get a better understanding, reached out to Filebank. The interaction was not positive. Filebank offered for us to purchase scanner capabilities.

Mr. Berger was not in favor of spending more money with Filebank.

Mr. Rasmus felt there would be a benefit to bring the records back but would need to calculate costs to take the files back from Filebank.

Mr. Crispell stated Filebank was to condense the files and dispose of materials by the retention cycle. Who knows if they followed through? Suggested renting a POD placed near the dumpster, put down insulation and plywood to run the carts on and protect the roof coating. Place shelving in the room ahead of time. Would take a day or two to put the boxes on the shelves.

Mr. Rasmus suggested a tour of the room at our next meeting.

PROPOSAL FOR SUNDAY OPEN GYM

Mr. Rasmus asked the committees opinion of non-mandatory open gym on Sundays.

Mrs. Mausteller stated it is not necessary and she is against it.

Mrs. Farr agreed with Mrs. Mausteller.

Mr. Berger was open to the idea as long as it did not interfere with the cleaning staff.

Mr. Farrell was in agreement with Mr. Berger.

Mr. Albertson will complete the use form to bring to vote by the entire school board.

GREENHOUSE SPEC FOLLOW-UP

Blueprints and specs for the electricity, plumbing, and gas installation were provided to the Buildings and Grounds Committee at the December meeting. The committee was comfortable with the information provided.

GREENHOUSE STATUS UPDATES/QUESTIONS

Mr. Rasmus thanked Brent. The greenhouse was dismantled in a timely manner despite being short- staffed. With the weather being nice, it was a good time to capitalize on that project.

Mr. Crispell stated the electrical components are stored in the high school recycling shed and the greenhouse hardware is stored and locked in the stadium restrooms.

Before dismantling the greenhouse Mr. Crispell took pictures to use as guides when reassembling the greenhouse. He will be meeting with Ms. Differ and Ms. Guise to check on outlets, water, fan and water timers, to see what will work best for the students.

Mr. Rasmus: Will need to purchase plastic, irrigation, heaters; looking at items and costs. Possible surplus of donation funds to pay for the items.

SECONDARY PLUMBING PROJECT NEXT STEPS

Mr. Rasmus: Plumbing rerouting to restore hot water to the restrooms has not been remedied. Do we want to complete the work in-house or contract out?

Mr. Crispell explained the plan was to complete the work during winter break but was short staffed due to COVID. This is not a project that can be completed during the week. He could bring Wayne and one other person in on a Saturday to complete the work.

Mr. Berger and Mr. Farrell were in favor of keeping in-house.

Mrs. Farr was in favor of keeping the work in-house as long as we weren't losing money by doing so. Would like to see a cost comparison.

Mr. Rasmus: The in-house rate would be determined by the CBA and would not go above.

Mr. Farrell: It is unbelievable what an outside contractor would charge.

Mr. Crispell will price compare between an outside contractor and in-house staff.

BANDROOM FLOORING PROJECT COMPLETION UPDATE

Mr. Crispell: The nosing has not been delivered to complete the steps. The steps were not in bad condition but for esthetics, they will be replaced with new tile and bull nosing. As there are no safety concerns, it makes sense to wait until summer to complete the project. The bookshelves in the practice rooms have been waxed around the past twenty years causing them to become "glued" in place and a new bookcase may be required.

MILLVILLE AREA SCHOOL DISTRICT

Buildings and Grounds Committee Meeting Minutes

January 25, 2022

DISTRICT OFFICE MAILBOX

Mr. Rasmus: Nancy, our mail courier retired in October. Since that time, interoffice mail has been delivered by the special education department. Post office mail is being picked up by district office or maintenance staff. Possible mailbox placement at the district office.

Mr. Crispell met with Nick, the Millville postmaster. Mailbox placement would be on the district office sidewalk with a surface mount post bolted to the cement with four bolts. An extra-large mailbox is needed. Projected cost would be approximately \$100 for the post and \$60 to \$80 for the mailbox.

Mrs. Mausteller was concerned with plowing. The mail carriers need access to the mailbox. People walking was also a concern.

Mr. Berger was concerned with it being a hazard for bikes.

Mr. Crispell said it is not a perfect solution but the post office tells you what to do.

Mrs. Farr was not in favor of a mailbox at the district office. It would look awful. Also concerned someone would run over it.

Mr. Berger was concerned it would create an issue for Penn Dot.

Mrs. Mausteller was concerned about safety and would want a camera on the box. Mailboxes are frequently smashed. Would favor the mail carrier driving into the district office parking lot, turning around, and pulling out to deliver the mail.

Mr. Rasmus would want a box with a lock and if we move forward, he would check the camera accessibility with Mr. Hess.

SOFTBALL BATTING CAGE

Mr. Crispell was approached by Mrs. Pell concerning the amount of moisture in the area of the softball batting cage. He suggested limestone chips or cracker dust. Since money has not been budgeted, we could get by with a couple of scoops of mulch and then budget for a more permanent fix.

Mr. Rasmus felt monies from ticket sales might fill it the gaps of the budget.

ADJOURNMENT

The meeting adjourned at 8:32 p.m.

Kathy Musselman  
Assistant Board Secretary