

Mr. Rasmus called the October 18, 2023 MASD Buildings and Grounds Meeting to order at 6:32 p.m.

Present in the Elementary Conference Room were Joseph Rasmus, Whitney Holloway, William Berger, Heather Mausteller, Susan Farr, Matthew McWilliams, Matthew Wardecker (Schneider Electric) via ZOOM, Tom McInroy (PPEEC) via ZOOM, and Chelsea Rosenberger.

### **ELEMENTARY COURTYARD AREA**

- The Committee did a walkthrough of the Elementary School building to assess different areas of concern.
- Mr. Rasmus showed some areas of the Elementary Courtyard where the rubber mats are lifting and creating an unsafe space for children. Additionally, there are three large trees in the center of the courtyard that could prove problematic in the future.
- The Committee reviewed the items but decided to look into it later on as a summer project.

### **PARKING LOTS/SIDEWALK ASSESSMENT: DEVELOP OF LONG-RANGE IMPROVEMENT PLAN**

- Then, the Committee walked outside the Library entrance to assess curb and sidewalk areas as well as the status of the Elementary parking lots.
- Mr. McWilliams gave some recommendations for updating the parking lots in stages over time, to potentially start at the end of the Elementary lane and work up towards the stadium over years.
- Mr. Berger suggested that Mr. McWilliams reach out to contractors to ascertain some quotes and estimated plans.

### **FILE BANK UPDATE AND TOUR DISTRICT FILE BANK/MECHANICAL ROOM**

- Next, the Committee went to the Mechanical Room upstairs in the Elementary School to view the status of the files being stored there as well as the classrooms where the returned files were being sorted in the Elementary School.
- Some suggestions were made about what to do with the remaining files not being discarded.

### **SHREDDING VENDORS**

- After the Committee returned to the Elementary Conference Room, Mrs. Holloway shared some pricing information she had garnered for file shredding. After district staff sorted the files, there is now a need to have well over 500 boxes discarded and shred due to their sensitive nature. Mrs. Holloway proposed to the Committee a change in our regular shredding vendor. She explained that the district has used a vendor who has not been reliable previously, and she felt that the district should explore other options.
- Mrs. Mausteller asked if the district decided to move forward with another vendor, could we ask for a reduction in pricing for the large shredding project needed after the file sorting.
  - Mrs. Holloway answered that she would ask and try to have a contract or quote for the Board's consideration at the upcoming regular meeting.

### **WALL REQUESTED BY MR. ANDREW HEMSARTH**

- Mr. Rasmus shared with the Committee that MASD teacher Mr. Andrew Hemsarth was requesting consideration for the district to erect a wall between his classroom and the classroom of his neighboring teacher Mr. Ken Marshman because currently there is only an accordion wall that creates problems and classroom disruptions.
- Mrs. Farr voiced her concern that if the district were to build this wall, would other teachers also want this done between their classrooms. The concern was that the district would not be able to sustain multiple requests of this nature.
- Mrs. Mausteller asked if some sound wall paneling could be put on the existing wall to help curb the issue.
  - Mr. McWilliams answered that there is not enough structural integrity to the accordion wall to allow for that addition.
- Mr. Berger added that the district may need to engage in a discussion about this with an architect.
- Mrs. Mausteller asked that we ascertain how many classroom pairs in the district have walls like this and would also need to be fortified before moving forward with any project.
  - Mr. McWilliams added that the rough estimate he received was about \$1700, not including building permits and other ancillary fees and inspections.

- After the discussion, the Committee decided to keep the topic under consideration for a further meeting.

### **HVAC FILTER ACQUISITION**

- Mr. McWilliams then shared with the Committee that the district has now ordered the necessary HVAC filters to make replacements in December over Christmas break.
- Mrs. Mausteller asked what happened to the filters previously purchased with grant money given during Co-Vid.
  - Mrs. Holloway answered that we could still use some of that grant money.
  - Mr. McWilliams answered that the filters purchased during Co-Vid were the wrong size for the school's filters, adding that the maintenance team have stapled some together and taped others to make them work. However, the filters purchased were not the correct size.
  - Mrs. Mausteller asked if the district could possibly sell the incorrect filters and put the money gleaned from that towards purchasing the correct ones.
  - Mrs. Holloway answered that it may be possible to trade them for credit with the same vendor, adding that she would reach out to the vendor to research the possibility.

### **PPEEC RESOLUTION**

- At that point in the meeting, Mr. Rasmus welcomed Mr. Matthew Wardecker of Schneider Electric and Mr. Tom McInroy of PPEEC via ZOOM for a presentation to the Committee.
  - Mr. McInroy began the presentation by introducing himself as the founder of the Pennsylvania Public Entity Energy Consortium (PPEEC) and as a former Superintendent of the Shanksville School District.
    - He shared that he was the founder of PPEEC because while at Shanksville School District, he realized the great financial constraints of small school districts. He wanted to find a solution for schools that would be simple to understand. PPEEC is a consortium founded to purchase energy in bulk wherein companies can see the offerings and receive a price quote including all fees.
    - Mr. McInroy further explained that PPEEC gives the districts utilizing it the option to see every vendor who has bid on the energy loads with all fees attached. Then, PPEEC would give the district a recommendation based on the bids and the pricing according to that particular time. With that being said, Mr. McInroy explained that the pricing changes regularly, so the recommendation given to the district would be of a certain specific point in time. The market can go up or down from the date the quote is given, but the district would be locked into the rate given at the time of the quote or eventually the contract.
    - Mr. McInroy added that PPEEC is a nonprofit organization and their only goal is to save the district money. He gave an example of an Altoona organization and the savings offered to that company through PPEEC.
      - Mr. Berger asked what percentage of the total electricity bill was encompassed in that savings figure given.
      - Mr. McInroy answered that he would get the answer to Mr. Berger.
  - Mr. Berger then asked if PPEEC would be handled through Schneider Electric or directly through PPEEC.
    - Mr. Wardecker answered that PPEEC is the supplier for the load of electricity whereas Schneider Electric would be the implementation arm used by the district. He explained that Schneider Electric would go out on the market to put out the Request for Proposals and look at the bids presented back to find the best deal for the district.
    - Mr. McInroy answered that PPEEC started in 2012 and at that time, the Consortium looked into Schneider to find that they were the best deal for the customer.
  - Mr. Rasmus then asked what are the drawbacks or concerns about moving forward with PPEEC and if the district were to move forward with PPEEC, would we be precluded from looking elsewhere.
    - Mr. McInroy answered that once the district were to sign a contract, they would be locked into the agreement, and at the end of the contract term, the district could leave as necessary. He added that he could not promise that PPEEC would always be the lowest price being that it is based on a particular day and that the market changes regularly.

- Mr. Rasmus added that Millville is also a small school district and therefore must also be concerned with how all funds are expended.
- Mr. McInroy countered that this was the very reason PPEEC is free to join and that the goal is to serve the members of the consortium. He then asked what were the concerns of the Committee present.
- Mr. Berger asked how long were the typical contract terms.
  - Mr. McInroy answered that they were typically one year, possibly up to three years, adding that PPEEC would make a recommendation to the district based off the current market trends of the market at the time.
  - Mr. Rasmus asked if the district entered a contract and the pricing changed substantially, would PPEEC offer a lower price.
  - Mr. McInroy answered that if PPEEC found the market to be that variable, they would not make a recommendation to the district or potentially offer a shorter contract. He further encouraged the Committee to ask around to other local school districts and do reference checks with the PPEEC members listed on their website.

### **SCHNEIDER ELECTRIC: NEXT STEPS FOR DESIGN/DEVELOPMENT PHASE**

- After Mr. McInroy left the ZOOM call, Mr. Wardecker stayed on to discuss the next steps of the recently approved design phase of the Guaranteed Energy Savings project completed with Schneider Electric. He shared that he would be coordinating with Mr. McWilliams shortly to find a date to have Engineers come on site.
- Mr. Wardecker explained that he would like to have a basic contract reviewed by the district's solicitor and that it would be helpful to reach out to the financial advisor to glean information about rates for financing options.
  - Mrs. Holloway answered that she could absolutely reach out to the financial advisor, but at present, there were too many variables to have an accurate picture of a rate for this project. Going further, she added that once the district has a better understanding of the project, she could glean information from RBC.

### **DISTRICT OFFICE FRONT PORCH**

- Mr. Rasmus explained that part of the wood is rotting on the front porch at the District Office as well as some issues with the composite placed on the ramp going up to the front porch.
- Mr. McWilliams explained that the tread on the ramp comes up more during the colder months, making the ramp more slippery and dangerous.

### **PCCD FOLLOW UP: NEXT STEPS – GETTING QUOTES**

- Mr. Ramus then shared with the Committee that the district is still awaiting money from the PCCD Grant from August 2022. However, he explained that they received communication that the money would be coming very soon and that the money would be split by tiers or categories of items to purchase.
  - Mrs. Holloway added that they learned the district could not use COSTARS vendors but could use PEPPM to meet the requirements.
  - Mr. Rasmus shared that he had reached out to the district's solicitor to glean information about the necessary bids with specifications.
  - Mrs. Mausteller asked if the district must satisfy the "tiers" of the grant in order or could they purchase items from a lesser tier before the first tier.
  - Mr. Rasmus answered that he believed the tiers must be satisfied in order but that items planned to be spent out last year had not yet been realized and could now be changed as a result. He further explained that the district would be looking to put the Elementary playground fence project out to bid, which would require three quotes to move forward.
- Then Mr. Rasmus shared that Mr. McWilliams was working on getting quotes for door access points. He explained that this item came up last year during the All Hazards Drill with the necessity to lock all doors.

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- Mr. Rasmus shared that the following day the district would be completing an All Hazards Drill with a bomb threat scenario wherein parents would be notified about the drill status just prior to the start of the drill. He explained that the district would also be focusing on the reunification process with the goal being a more realistic situation with reunification software in the spring.
- Mr. Rasmus explained that as a result of last year's drill, the district identified the need for special education self-contained classroom to have proximity access points due to staff needing to enter and exit quickly in emergency situations. Therefore, Mr. McWilliams was gathering quotes for this project. However, the issue was that the contractors would be able to pull the wires and install the access points, but they would still need to have someone capable of programming them. Previously the programming was handled by the Technology Department.
  - Mrs. Mausteller asked if the CSIU would be able to assist the new Technology Coordinator with this.
  - Mr. Rasmus answered that he would ask about this possibility.

## **QUESTIONS FROM COMMITTEE**

- Mrs. Mausteller asked how long it had been since the district had a drug dog come through the buildings to do a test.
  - Mr. Rasmus answered that he was not sure and that he could certainly look into it.
  - Mrs. Mausteller added that this would need to be kept confidential so that it could be a valid test.
  - Mr. Rasmus said he would reach out to Chief VanDine to garner information and pricing.

## **ADJOURNMENT**

The meeting adjourned at 8:23 pm.

Chelsea Rosenberger  
Assistant Board Secretary