

Mr. Rasmus called the March 5, 2024 MASD Buildings and Grounds Meeting to order at 6:33 p.m.

Present in the Elementary Conference Room were Joseph Rasmus, William Berger, Heather Mausteller, Matthew McWilliams, Matthew Wardecker (Schneider Electric) and Chelsea Rosenberger.

GUARANTEED ENERGY SAVING INITIATIVES

- Mr. Rasmus began by reviewing the project with Schneider Electric up to that point.
- Mr. Berger asked if the Committee could review the difference in pricing points for the High School Chiller and why there was such a change in cost.
 - Mr. Wardecker of Schneider Electric answered that the numbers appeared to be switched on the spreadsheet provided for the detailed costs and that there were a few reasons for the difference between the business case estimates originally provided to the district and the findings and presentation from the Investment Grade Audit completed later.
- Mr. Rasmus asked Mr. Wardecker to review what was meant by “business case.”
 - Mr. Wardecker answered that Schneider Electric designed a system that uses the geothermal wells to the maximum potential so that it would be a more reliable system for the district’s heating and cooling needs. He explained that the previous Supervisor of Buildings and Grounds for the district said that there were frequent issues with the system, every one or two weeks. He further explained that after the upgrade, the issues were only once in a while. In addition to this work, Mr. Wardecker said that there were additional costs worked into the IGA numbers as a buffer. For example, once Schneider Electric started looking at our systems, an engineer had to look into why the system was causing so many problems from pretty much the onset of the upgrade.
- Mr. Berger commented that he was concerned with the large financial difference.
 - In response, Mr. Rasmus asked Mr. Wardecker to explain the bidding process for the items in this project.
 - Mr. Wardecker answered that the contractors came into bid on the specific design modifications that Schneider Electric recommended.
 - Mr. McWilliams asked if the Committee could see the bids received or the scope of the work.
 - Mr. McWilliams answered that Schneider does not typically release the financial bids but rather the general scope of the bid in the contract.
 - Mr. Rasmus commented that it would be helpful to see the details more granularly or individually.
 - Mrs. Mausteller then asked how many people bid on the contract.
 - Mr. Wardecker answered that they received three bids for this contract.
 - Mr. Rasmus answered that he remembered seeing quite a few people at the bid opening and thought that there had been more bids received.
- Mr. McWilliams commented that McClure has the maintenance contract with us through 2025 on the chiller and that they have fixed minor issues that have arisen.
 - Mrs. Mausteller added that with everything going on, she felt the need for the Committee to reconsider some of these scope items. However, she felt that the windows at the Elementary needed to be addressed.
- Mr. Berger asked for clarification on the window issue for the one replaced as a test at the Elementary.
 - Mr. McWilliams explained that all of the panes of the window have a stripe of condensation in the pane of glass that does not seem to dissipate.
 - Mr. Wardecker answered that he would need to send pictures to the contractor to address this.
 - Mr. Rasmus asked if the Committee had any other questions for Mr. Wardecker at this time.
 - Mr. Berger answered that he would like to look into the window issue, but he was still interested in potentially moving forward with that part of the project.
 - Mrs. Mausteller commented that she felt a project had been completed recently with the windows at the high school.
 - Mr. Rasmus answered that he did not have any knowledge of that, but there was a film placed on the high school windows. He added that if we could send the information about the window issue to the contractor that would be great.

- Mr. Wardecker then explained that if an item is removed from the entire scope of the project, it may alter the financials as displayed as some costs are included and bundled together with other items.
 - To this, Mr. Berger asked Mr. Wardecker if it would be possible for him to send a detailed list of changes and costs. He explained that it would be helpful to see the original plan to the changed plan and the reasoning for why those changes occurred.
 - Mr. Wardecker answered that the original scope items would change because of what is discovered once the engineers actually come and inspect and design the project. However, he explained that not much has changed since the midterm IGA in terms of financial figures.
 - Mrs. Mausteller commented that the Committee needed to review all of this to determine what would be the best for the district at this time.
- In conclusion, Mr. Wardecker asked if Millville would like to receive grant-writing support for the KOPPS grant and any others that many come from the Department of Energy.
 - Mr. Berger asked what the grants will cover.
 - Mr. Wardecker answered that they could cover the HVAC system as well as possibly some of the other projects.
 - Mr. Berger asked what the exclusivity is with McClure on the project.
 - Mr. Rasmus answered that he was not sure and would have to consult with our lawyer.

POTENTIAL PAVING INITIATIVE – ELEMENTARY:

- Mr. Rasmus explained that recently there had been some feedback from the community about the issues with the driveway at the Elementary School. He shared that we have made fixes; however, they are only fixing spots and are not intended to be long term.
 - Mr. McWilliams explained that originally, the plan was to patch the potholes before it was mentioned in the newspaper, but most contractors do not want to come out until it is put out to bid. He shared that he reached out to RC Young who did give a quote for work on the stadium road from the intersection of Chestnut to the intersection with the faculty parking lot. The concern is that it is a lot of work and that the contractor was concerned about not maintaining what we currently have. Additionally, Mr. McWilliams said that he believes if we start paving parking lots, we should also redo the curbs, which would be another added large expense. In the meantime, he shared that they have put cold patch on the spots every spring and fall, but eventually, it will need to be fixed.
 - Mr. Rasmus asked Mr. McWilliams what his concerns were with the Elementary parking lot, adding that previously he thought Mr. McWilliams wanted to complete the project in phases over time. However, Mr. Rasmus understood that once you have the equipment on site, you would want to get it completed.
 - Mr. McWilliams answered that he felt it would be cheaper to have it all completed at once.
 - Mrs. Mausteller commented that she saw at the high school, there is a clear line of concern on the driveway with the piece that belongs to the borough in comparison to the district portion.
- Mr. Rasmus asked the Committee what they would like Mr. McWilliams to do with this project.
 - Mr. Berger answered that he is concerned about how the district will pay for it.
 - Mrs. Mausteller asked if they were aware of any grants that may be available for a project like this.
 - Mr. Rasmus answered that this project falls under the category of maintenance and may be hard to get a grant for a project of this nature.
 - Mr. Berger commented that there needed to be a conversation with Mrs. Holloway, the Business Manager, about how the district could come up with the money to pay for a project like this.
 - Mr. Rasmus added that there is money in capital reserve and that they could also reach out to our wealth management contact.
 - In conclusion, Mr. Berger agreed that the district needs to start planning to do something, depending on how it is financed. He felt that if the district must finance it, then the best bet may be to do the entire project all at once but that input from Mrs. Holloway would be needed.

HS STAIR TREADS – FOLLOW UP

- Mr. McWilliams explained that the district had received the stair treads and that the Auditorium stairs are completed. He added that the other stairwells would be completed over Act 80 days when possible.
- The Committee was pleased with the progress on this project.

PROPOSED MURAL PROJECT

- Mr. Rasmus shared another mural proposal from the High School Mural Arts project.
- Mr. Berger answered that we may need to pace ourselves in these projects.
- Mrs. Mausteller commented that she was fine with this as long as we are making sure that the students are the ones actually doing the artwork.

INSTALLATION AND INSPECTION OF BACK FLOW PREVENTION ASSEMBLY

- Mr. McWilliams explained that this project was completed, but there would still be the inspection cost budgeted every year as necessary for compliance.

EXTERMINATOR SERVICES

- Mr. McWilliams shared with the committee two quotes he received for exterminator services in the District Office, Elementary School, Jr./Sr. High School, Stadium, and Maintenance Buildings. He explained that pest management is a constant issue and that it is more to handle than just placing traps.
- Mr. Berger commented that if this expense is budgeted, he felt Mr. McWilliams should move forward with hiring a pest management firm.

REPLACEMENT EQUIPMENT

- Mr. McWilliams explained to the Committee that our riding mowers are all over 10 years old and that as of last year, they were down to one mower for the entire district. He shared that it had been difficult to get three quotes because there are not that many dealers in the area, however, he did receive some price quotes.
- The Committee asked if he had the quotes to move forward with this for the upcoming Board meeting.
 - Mrs. Mausteller commented that it could be placed on the agenda as not to exceed a certain amount.
 - The Committee believed that this quote would need to include warranty information.

DISTRICT OFFICE

- Mr. Rasmus explained that this was a previous discussion about the concern for ADA compliance at the district office facility and safety concerns with rotting, etc. He shared that previously, the Committee stated that they did not want to spend more money on the current building.
 - Mrs. Mausteller answered that she did not want to put any more money into the maintenance of the district office building.
 - Mr. Rasmus then explained that the new proposal was for the office to be placed by the high school library entrance with potentially Mrs. Holloway, himself, and Ms. Rosenberger in cubicles in what is currently a math classroom. Across the hallway, the three additional secretaries would share the space of that classroom. In this model, Mr. Rasmus explained that a set of bathrooms might need to be closed off for student access to the bathroom to make it an internal bathroom. Teachers would need to be relocated.
 - Mrs. Mausteller answered that she was open to this discussion.
 - Mr. McWilliams answered that it would also entail some reconfiguration of the plumbing.
 - Mr. Berger proposed an idea that there could be a unisex bathroom installed that could tie into the plumbing for the science hallway bathrooms.

TOPICAL ITEMS

- Illuminated Integration – Light Rigging Inspection
 - Ms. Rosenberger explained that the company who installed the new light rigging and light board system needed to come in for the required inspection because the computer system would lock the users out before much longer.
 - Mr. Berger asked how regularly this has to be done.
 - Ms. Rosenberger explained that Mr. Savage did look into the length of our maintenance agreement, and we are now outside of that time. One concern with this is that the district would need to have a lift for the engineers to use during the inspection.
 - Mr. McWilliams explained that there was a little chair lift that could be used.
 - Mr. Berger asked them to confirm the pricing of it as it seemed to be duplicated.
 - Mrs. Mausteller asked if this company was the only one who could complete the inspection.
 - Ms. Rosenberger answered that unfortunately, yes this was the only company who could do it.
 - Mr. Rasmus explained that this is a safety liability issue where we can get in trouble if it is not completed appropriately.
 - The Committee was comfortable with moving forward on this item.
- Master Keys
 - Mr. McWilliams explained that during a recent administrative team meeting, there was a discussion about getting rid of individual room keys and giving all teachers master keys. He shared that each high school teacher would need two master keys while the Elementary staff members would only need one because of the way the doors are keyed in each building. In total, he shared that the cost would be about \$1,700.
 - Mr. Rasmus answered that there had been some concerns raised about how keys can go missing and about staff members going into other classrooms. However, many of these issues are aided by the fact that the district does have cameras.
 - Mrs. Mausteller answered that the district may need to have some turn in the many keys they already have before receiving these keys.
 - Mr. Rasmus reiterated that these master keys would not open exterior doors or the office suite.
 - The Committee did not find this to be a problem and saw no reason not to move forward.

ADJOURNMENT

The meeting adjourned at 7:54 pm.

Chelsea Rosenberger
Assistant Board Secretary