

Mr. Rasmus called the October 2, 2024 MASD Buildings and Grounds Meeting to order at 5:37 p.m.

Present in the Elementary Conference Room were Joseph Rasmus, William Berger, Heather Mausteller, Susan Myers, Susan Farr, Matthew McWilliams, and Chelsea Rosenberger.

STREET LIGHTS OUT

- Mr. McWilliams began the discussion by sharing that this Committee approved the replacement of some street lights a year ago, but since that time, the other half have likewise gone out and need to be replaced. He explained that he received three quotes and Hayden Electric was the cheapest.
 - Mrs. Myers asked if the proposed replacement lights would match or would they be mismatched after this replacement project.
 - Mr. McWilliams answered that the lights would be the same color but from a different vendor.
 - Mrs. Farr also asked if the lights were for use from dusk to dawn.
 - Mr. McWilliams answered that yes, the lights would match and that for safety reasons, the district would now need to have the other lights replaced.
- The Committee was amenable to moving forward with this replacement project and bringing the work to the full Board for approval at the next business meeting.

POTENTIAL PAVING INITIATIVE – ELEMENTARY:

- Mr. Rasmus shared that this discussion was broached previously with this Committee; however, the quote received for a potential paving initiative was only for the section of the road along the stadium from the intersection of Chestnut Street to the faculty parking lot. He explained that the district has received a bit of negative feedback from the community about the need to repave the entire driveway, but the concern was doing the driveway alone and not considering the curbs as part of the project.
- Mr. McWilliams added that the parking lot paving would need to be completed all the way to the curb and most likely require the curbs to be redone as well in the project.
- Mr. Rasmus commented that the district did just write another PCCD grant the week prior, in which card readers were prioritized and some replacement doors. He further explained that maintenance and technology previously did work to run wires and purchase replacement supplies, but the district does not have the server space to manage any more access points. Mr. Rasmus shared some of the estimated cost for this project at \$42,220, including the strokes, card readers, controller, and cable, in addition to the doors themselves. Finally, he explained that the district has to follow the appropriate tiers outlined in the grant. For example, Mr. Rasmus said that you have to satisfy the items included in tier one before you can go to the next tier of allowable items. As part of the first tier, Mr. Rasmus explained that the district would have to purchase large bollards to sit on top of the curbs, which would require a contractor to dismantle part of the curb and necessitate work on the sidewalks as well.
 - Mr. McWilliams commented that this might depend on the type purchased if the bollards sit on top of the sidewalk or need to be built into the sidewalk.
 - Mrs. Farr asked if the district was required to purchase these or was it just recommended for safety.
 - Mr. Rasmus answered that the district was receiving this PCCD grant money, which was noncompetitive, and if we fail to meet the first tier, we cannot purchase any items we see as more necessary in the second tier and beyond.
- Mr. McWilliams added that it is much cheaper to fix the pavement issues with cold patch, but it is rough and not a cost effective option in the end.
- Mr. Rasmus asked the Committee to provide direction on this topic and for how to move forward.
 - Mr. Berger asked if this project would be considered reconstruction.
 - Mr. McWilliams answered that it would require the existing road to be milled out and have a new base put in before the top coat of pavement.
 - Mrs. Mausteller commented that the road in front of the high school was equally as bad as the Elementary and asked if the district could wait on the curb project to also look into paving that road.

- Mr. Rasmus explained that the original quote was priced at about \$110,000, not including curbs or sidewalks.
- Mr. McWilliams shared his belief that he felt the curbs should be done in tandem with a paving project. He explained that the curb would have to be cut away to complete the paving project.
- Mrs. Mausteller added that she felt there was a need to consider the road in front of the high school and was not sure if the Millville Borough would participate in a project to repave their side of that road at the same time.
- Mr. Rasmus then asked the Committee what they would like to pursue.
- Mr. Berger asked how bad the road was in front of the Elementary gym.
- Mr. McWilliams answered that it was not as bad and that the issues were on the lower part of that road.
- Mr. Berger then proposed that the district work to complete the paving up to the gym entrance and stop just before the curb to avoid that issue for now.
- Mr. McWilliams answered that would be a potential option.
- Mr. Berger asked what the curb height was currently.
 - Mr. McWilliams believed it was around eight inches. He added that he heard a suggestion that it could be top coated only, but the issues would remain underneath.
 - Mr. Rasmus asked if the parking lot could be top coated because it does not receive as much traffic as the roads do with parent pick up and bus traffic.
 - Mrs. Mausteller commented that it would create a large project and shared her belief that the High School part of School House Lane should be part of this project consideration. The biggest issues with this road, she added, were related to the line delineating the district section of the road and the part owned by the Borough.
- Mrs. Farr indicated that she would like to see more information on this project, including some other quotes.
 - Mr. Rasmus asked what the scope for the project would be.
 - Mrs. Myers answered that she agreed with Mr. Berger that we could repave the section from Chestnut Street up to the sidewalk outside of the Elementary Gym just past the stadium and then from Chestnut Street on School House Lane to the speed bump. She added that we could discuss this project with the Borough to see what their receptivity would be to do this project together to complete both sides of School House Lane.

BOILER LEAK IN ELEMENTARY

- Mr. McWilliams explained that the inspector came in and in his report, he noted some corrosion that would need to be fixed by the time he came back to do another inspection.
 - Mr. Berger commented that this cost is relatively incidental and needed to be completed.
 - Mrs. Mausteller added that the quote was out of date and would need to be updated.
 - Mrs. Farr asked how this project would be operationalized.
 - Mr. McWilliams answered that we would have to shut off the water, so it would have to take place potentially over Christmas break.
 - Mr. Berger asked what the scope of the project was because it was not listed in the quote.
 - Mr. McWilliams answered that two plates would need to be taken off and they would need to go in to look at the leak.
 - Mrs. Mausteller asked Mr. McWilliams if this seemed like a fair price for this project.
 - Mr. McWilliams answered that yes, he felt it was reasonable.
- The Committee was comfortable moving forward with the project and putting it to the whole Board for consideration and approval.

HS FIRE ALARMS

- Mr. McWilliams explained to the Committee that since the start of the school year, the fire alarm system errors have cost the district almost \$16,000 because the devices have been malfunctioning. He further explained that

since Berkshire owns the equipment, all maintenance has to be completed by them since the equipment is proprietary.

- Mrs. Myers commented that we needed to change vendors if that was the case.
- Mr. McWilliams answered that if the district goes with a different vendor, it could be managed much cheaper.
- Mr. Rasmus asked if the Committee was amenable to placing this at the Board level to collect bids.
 - Mrs. Mausteller asked if the request for proposals needed to be approved by the Board.
 - Mr. Rasmus answered that yes, it does, per the policy.
- Mrs. Farr asked if any safety grant money could be used towards this project.
 - Mr. Rasmus answered that no, that money must follow the prescribed tiers from the state.

ES PLAYGROUND MULCH

- Mr. McWilliams explained that the district did just recently order mulch for the Elementary School playground at a cost of about \$1100 in total.
- Mr. Rasmus clarified that there are some students with special needs, and we need to make sure that the equipment is accessible to them.
 - Mrs. Mausteller asked if there was any ACCESS funding that could be used.
 - Mr. Berger commented that previously the district looked into utilizing rubber.
 - Mrs. Mausteller asked for clarification if the district was looking to purchase mats.
 - Mr. Rasmus answered that he was referring to a synthetic ground for the playground equipment and asked if perhaps the Committee wanted to explore that option.
- The Committee was willing to research this possibility.

HS ICE MACHINE PURCHASE

- Mr. McWilliams shared that this topic was brought up by administration again for reconsideration. He explained that he received three quotes, and his recommendation would be to move forward with the quote from K & D Electric, if the Committee was interested in pursuing this purchase.
- Mr. Rasmus shared some background from previous discussion about the high school cafeteria staff purchasing ice they needed to calibrate their equipment daily as well as the need for ice for athletics.
 - Mr. Berger commented that he believed the Elementary ice machine was also in poor shape.
- Mr. Rasmus asked the Committee if they would like to move forward with this purchase.
 - Mrs. Myers answered that she felt the district should move forward with this item.
 - Mrs. Mausteller asked if this item was budgeted.
 - Mr. Rasmus answered that it could probably fall underneath capital reserve and is on the pre-approved allowable expenses for capital reserve funds.

WATER LEAK FROM ELEMENTARY SCHOOL TO STADIUM

- Mr. McWilliams explained to the Committee that he asked Mr. Seth Eyer to come in and locate a leak in the pipes somewhere between the Elementary School and the Stadium. However, they were unable to locate the leak. Additionally, he explained that Mr. Phares of the Borough was unable to come out and run a chlorine test.
 - Mrs. Myers commented that she would be able to help with the test as this was something she regularly does for her work.
 - Mr. McWilliams further explained that he had to have Mr. Eyer close the hole and would be looking further into it after Homecoming was finished.
 - Mrs. Myers asked if a temporary line could be placed above ground.
 - Mr. Rasmus asked if they could shut off the water when not in use.
 - Mr. McWilliams answered that yes, there was a switch to turn the water off but that everyone he spoke to about the issue was concerned with cutting up the ground because there is underground electrical. However, he explained, something needed to be done because it was putting out about 16 gallons of water a day.

- Mr. Rasmus added that currently, Mr. McWilliams has had to turn off the water daily and come in to turn it back on for games, only to turn it back off after the game.
- Mr. McWilliams shared that he received a quote for one company that could only give the district an efficacy rate of 11% for this repair.
- Mrs. Myers commented that more than likely, the line will have to be replaced, but in the meantime, she felt that the best option would be to run a temporary line.
 - Mr. Rasmus asked if a temporary line would have to be contracted work.
 - Mr. McWilliams answered that no, the district maintenance team could manage that.
- Mrs. Mausteller asked if he noticed any ground shifting in the inspection of the issue.
 - Mr. McWilliams answered that no, they checked many areas and could not find any reason for the leak.
 - Mr. Berger commented that they might need to run a tracer wire through to find the leak.
- Mrs. Myers added that once they do dig up the line, yes, a tracer wire would need to be put on it to determine the leak, adding that she could reach out to PA Rural Water to see if they have any leak detection kits.

DISTRICT OFFICE RAMP

- Mr. Rasmus explained that a few years ago, the district put in some Trax on the ramp outside the district office because it was rotting. However, when this surface gets wet, it becomes slippery and with more traffic due to taxes, he was concerned about safety. Mr. Rasmus further explained that when this topic came up previously, the whole pitch was determined to be wrong and did not meet code. He shared his concern about the liability of this situation. Finally, he said that he knows that the Committee is not interested in putting more funds into the district office, but he was unclear as to how to move forward with this issue.
 - Mrs. Farr asked what the options are to rectify the ramp.
 - Mr. McWilliams answered that it would most likely need to be made from concrete.
 - Mrs. Myers added that the porch itself is not good, so it did not make sense to fix the ramp and not the porch. She then asked about the possibility of moving the district office to the library entrance.
 - Mr. Rasmus answered that yes, this was previously discussed and now there is a vacant classroom at that location and a special education classroom across the hall that could be moved into another location, making it more feasible. He explained that the inner vestibule wall would need to be moved back to make it larger and create a waiting room area.
 - Mrs. Farr asked if all staff would have to move to this location.
 - Mr. Rasmus said that yes, everyone would need to move and that not doing something would be a liability for the district. Additionally, he shared that there needed to be consideration for bathrooms in this new location.
 - Mrs. Mausteller answered that she was in favor of this move and that she would like to see it happen quickly if that is the decision of the Committee.
 - Mr. Rasmus reiterated his concern for the community and staff members using the bathrooms that students are using if they move to the high school.
 - Mrs. Myers asked if the desire would be to tear down the district office building if the staff were moved to the high school.
 - Mrs. Farr asked if we could look into pricing and the scope of work for the cement ramp as well as the continued costs of remaining in the current district office location.
 - Mr. McWilliams explained that it would be cost effective to move locations and that the largest expense associated with this project would be the bathroom situation.
 - To this, Mr. Rasmus asked how many sets of bathrooms were in the high school currently.
 - Mr. McWilliams answered that there were three sets of bathrooms.
 - Mrs. Mausteller reiterated that we should start figuring out the expenses and the logistics of this potential move in location.

MILLVILLE AREA SCHOOL DISTRICT

Buildings and Grounds Committee Meeting Minutes

October 2, 2024

- Mr. Berger agreed with this idea, particularly because it would be the most cost effective.
 - Mr. Rasmus asked if the Committee would like to consider selling the current district office.
 - Mrs. Myers did not believe that this was the best option. She felt there were too many concerns with the sale and the condition of the building.
 - Mr. Berger agreed and said that the parking lot is included in the property, so it would be difficult.
 - Mrs. Mausteller suggested that it could be sold “to be moved” off the property as a sealed bid.
 - Mrs. Farr commented that the district would not need to get rid of the district office building right away and would like to see all options before moving forward.
- The Committee agreed to consider the options and to discuss this further before moving forward.

ADJOURNMENT

The meeting adjourned at 6:54 pm.

Chelsea Rosenberger
Assistant Board Secretary