

Mr. Rasmus called the Millville Area School District Finance Committee Meeting to order at 5:03 pm.

Those present in the High School Library were Joseph Rasmus, Superintendent; Whitney Holloway, Business Manager/Board Secretary; Matthew McWilliams, Supervisor of Buildings and Grounds; Susan Myers, Buildings and Grounds Committee member; William Berger, Buildings and Grounds Committee member; Heather Mausteller, Buildings and Grounds Committee member; Matthew Diehl, Buildings and Grounds Committee member; Alex Cavallini, community member; and Chelsea Rosenberger, Board Recording Secretary.

Schneider Electric - GESP

- ❖ Mr. McWilliams shared an update for the Guaranteed Energy Savings project, explaining that Schneider Electric was asking about a change order related to the VAV units. He explained that the VAV units are part of the air conditioning units and there were fourteen VAV units included in the original project to be replaced.
 - Mr. Berger asked what the nature of this change is for the project.
 - Mr. Rasmus answered that Schneider was looking to replace the originally proposed VAV unit work with something else that the district would like to upgrade that would be comparable in price. However, he added that we have not yet received pricing information to make an informed decision after asking for it from Schneider.
- ❖ Additionally, Mr. McWilliams commented, there have been some missteps with Schneider Electric in communication with equipment showing up without prior notice, among other concerns. He shared that a buffer tank showed up on site at Millville which had to be sent back due to not being prepared for the delivery and other miscommunication.
 - Mr. Rasmus agreed with this concern about communication, adding that he spoke with Schneider about the lack of communication and notice needed prior to people coming to work and equipment being delivered . He added that he would be putting together an email to the entire team detailing some of these concerns on behalf of the district.
- ❖ Mr. Rasmus then explained that the project is based on a fixed price, so Schneider must replace this scope item with another similarly priced scope item.
 - Mr. Berger shared his concern that originally the engineers said that we needed to replace these units and now the opposite decision was made.
 - Mr. Deihl shared the concern that there was no consistency.
 - The Committee asked Mr. Rasmus and Mr. McWilliams to get more information about these proposed changes with details and cost figures associated with all options.
- ❖ Mr. McWilliams then updated the Committee with key dates so far in the construction.
 - Mr. Rasmus asked if things would change based on this potential proposal.
 - Mr. McWilliams answered that the district will have to adjust and move staff around as needed to accommodate the construction.

Air Quality Testing

- ❖ Mr. Rasmus shared that recently, a concern was raised from faculty regarding air quality in the buildings, asking for testing to be done to ascertain the air quality. He explained that staff believed that the air quality was affecting illness rates and attendance. Mr. Rasmus stated that Mr. McWilliams ordered tests quickly and conducted the necessary testing on all affected areas in the school, revealing results that mold and particulate matter levels were within the normal range. Once these results were communicated, staff shared that they completed independent testing which showed increased levels of carbon dioxide. He shared that the concern was discussed at a recent Safety Committee, and some of the Committee members

asked for doors to be allowed to be open and windows opened at times during the day to combat these issues. Mr. Rasmus reminded the Committee that according to the Center for Safe Schools, there have been no fatalities in schools with shootings where the doors were locked.

- Mrs. Myers asked if the district still has filters in the HVAC system.
- Mr. McWilliams answered that yes, there are filters in the system that are changed twice a year and that opening doors and windows would affect the cooling system.
- The Committee was not open to allowing for windows and doors to be open during the day.

HS Concrete Replacement

- ❖ Mr. McWilliams explained that a safety concern was broached by the district Safety Committee about the steps outside the lower 68 hallway entrance at the back of the high school for their condition and damaged concrete. He shared that he has reached out to some contractors for quotes to fix this.
- ❖ The Committee was open to moving forward with this project, provided that three quotes could be obtained for the work.

Road Restoration Project

- ❖ Mr. McWilliams shared an update on the timelines for this project.
 - Mr. Deihl asked if the millings could be used to fix the shoulder drainage issue of the stadium parking lot.
 - Mr. McWilliams answered that he could use a truckload but the contractor had the right to all millings, according to the contract.
 - Mrs. Myers commented that the district's contractor, Don E. Bower, Inc. was also contracted with the cemetery board for the use of some of these millings.
- ❖ Mr. McWilliams then commented that he spoke with the contractor and that they would allow the district to have a few truck loads of the millings.
 - Mr. Deihl was appreciative of this plan, stating that with some heat, these millings could be close to asphalt and that the district should not waste them.

District Office Location Project

- ❖ Mr. Rasmus shared that the pre-bid conference for the district office location was held with Marotta/Main Architects and that the bid opening meeting would be the upcoming Friday if any were able to attend.
- ❖ Mr. Berger asked for the names of the bidders present for the pre-bid conference.
 - Mr. McWilliams shared some of the names, including H & P Construction.
 - Mr. Deihl shared a concern with H & P Construction with timelines.
 - Mr. McWilliams answered that the request for proposals documentation included timelines that must be met.

Access Road Request

- ❖ Mr. Rasmus then shared that the district received a request from Mr. Jim Wintersteen who owns property adjacent to the stadium along the treeline. He explained that Mr. Wintersteen does not currently have a right of way to get to his property because it is all wetlands. Mr. Rasmus shared that Mr. Wintersteen is requesting that the district allow him to extend the access road from Applegate road to his property, at his own expense for leveling the trees, laying material, etc. Additionally, Mr. Wintersteen would need to discuss this with the Book

family as they own part of this land as well. Mr. Rasmus further explained that Mr. Wintersteen would like to have the district put this language into the deed or a formal contract that if he were to farm or eventually sell the property, this would transfer to the next owner.

- Mr. Deihl asked about Mr. Wintersteen going through the appropriate associations for approval to do a project like this in the wetland.
 - Mr. Rasmus answered that the district could place stipulations on this, potentially stipulating that this could only be for agricultural or residential purposes.
 - The Committee was concerned about allowing this request for residential purposes due to cars and other people traversing the land if this is allowed.
- ❖ Mr. Berger stated that he was not opposed to the request but that there would have to be restrictions placed on approval.
 - The Committee reviewed the maps to further understand the request.
 - ❖ Mrs. Myers explained that Mr. Wintersteen would have to go through the Conservation District.
 - ❖ Mrs. Mausteller shared her concerns that it would eventually be used as residential land if not appropriately written with restrictions.
 - Mr. Deihl asked if the land was being farmed currently.
 - Mr. McWilliams answered that Mr. Ben Book was farming it at one point but not currently.
 - Mr. Deihl understood that this request would be helpful for Mr. Wintersteen, but he was concerned about the future and the unforeseen issues that this may arise.
 - ❖ Mr. Rasmus asked what information the Committee would like to have before making a decision.
 - Mr. Deihl proposed a gate that would have two padlocks for Mr. Wintersteen and the district to be able to access.
 - ❖ Mr. Rasmus communicated that Mr. Wintersteen seemed amenable to any restrictions that the district would need to move forward.
 - Mr. Deihl said that all surveying with verifications would have to be completed and provided to the district.
 - Mrs. Myers added that all surveying and all records regarding this land would need to be completed at his expense before the district would consider the request.
 - ❖ The Committee asked for more information and wanted to place conditions on the request that all surveys, reports, a gate for the access road, etc. would have to be completed prior to consideration, at Mr. Wintersteen's expense.
 - Mrs. Mausteller added that it would need to be written in the agreement or deed that this approval would only be allowed for agricultural purposes, not residential.
 - Mr. Deihl commented that there must be wording in there as well about how this right of way would transfer ownership if he were to pass away or sell the land.
 - Mr. Rasmus added that Mr. Wintersteen wanted the right of way language to be transferable. He told the Committee that he would communicate this all to Mr. Wintersteen.

Fire Alarms System Replacement

- ❖ Mr. Rasmus then shared that the fire alarm systems have continued to have issues recently. He explained that Berkshire told the district that three panels would need to be replaced. At the high school, the alarms were not sounding when the alarm was triggered for a drill. Therefore, Mr. Rasmus shared that Berkshire came to work on this issue over the weekend because of upcoming events where a working fire alarm system was necessary.

- ❖ Mr. McWilliams further explained that the fire alarm system has the big panel downstairs in the high school feeding to the three other pad panels, adding that one of the three pad panels was not functioning. When he called Berkshire, they did not have the ability to come quickly to address the issue, so Susquehanna Fire was called. However, because the equipment is proprietary to Berkshire, Susquehanna Fire was unable to work on the equipment.
- ❖ Mr. McWilliams shared the quotes for work completed by Berkshire as well as full system updates from a few companies. He explained that he reached out to Susquehanna Fire and NRG Controls to replace the current Berkshire system with non proprietary equipment. However, some of the cost for these system replacements would be redundant because Berkshire had to do some work due to the emergent nature of upcoming events in the district.
 - Mr. Deihl stated that he would like to see the district go with the purchase of non proprietary equipment.
 - Mr. McWilliams added that the Elementary School systems would need to be considered later.
- ❖ The Committee was amenable with moving forward with the non proprietary equipment quote from Susquehanna Fire Company.

HS Auditorium Stage Floor

- ❖ Mr. Rasmus shared that there was a safety concern with the high school auditorium stage floor this spring during the musical where a student had to seek medical attention due to a large splinter being lodged during a relatively routine maneuver on the stage.
- ❖ The Committee was amenable to moving forward with the quote for the refinishing of the stage floor from Taylor Tasks, LLC.
 - Mr. Deihl asked if the quote included the replacement of boards on the floor as necessary, as it was not specifically noted.
 - Mr. McWilliams answered that he would reach out to clarify.

Baseball Scoreboard

- ❖ Mr. McWilliams stated that he has the i-beam needed to mount the baseball scoreboard but is waiting for the land to dry up from the rain before attempting this project.
 - Mr. Deihl offered to have his brother and his company assist if needed.

ES Playground

- ❖ Mr. Rasmus shared an update on this project that the Board would be reaching a settlement agreement soon, including the proposal to construct sidewalks going from each area of the playground. Additionally, the playground material would be updated with a compacted product that is handicap accessible.
 - Mr. McWilliams commented that Marotta/Main had a surveyor come in to assess the land, and they determined that the district would not have to create switchbacks up to the playground which would be more expensive for this project.

Door Replacement Quote

- ❖ Mr. McWilliams explained that the district is looking to replace more doors with additional PCCD grant money. These doors would be when you first walk into the high school by the gym entrance.

Bollard Installation

- ❖ Mr. McWilliams shared an update on this project with potential dates for construction.

GPS Self Navigated Line Machine

- ❖ Mr. McWilliams proposed the lease of a GPS Self-Navigated Line Machine for lining athletic fields. He explained that this machine would save the district on the costs for paint as well as in man hours to line fields. He shared that the district spent over \$6,000 last year on paint, adding that when his staff lines a field, they have to spend time measuring and laying string for everything. He shared that this machine paints the lines for a field within twenty minutes. Mr. McWilliams shared the lease subscription levels with the first level being \$7,000 for two fields to be painted (hockey and soccer). He explained that the staff could line the baseball field themselves easily compared with the other fields. The next level for lease subscription would have unlimited fields available to paint.
 - Mrs. Mausteller commented that if the district is going to move forward with this machine, we should go with an unlimited plan and potentially move up in level in later years.
 - Mr. McWilliams said that he felt the price would increase if we change part way through the agreement.
 - Mrs. Myers stated that this is worth looking into as well as finding the funding for it.
 - Mrs. Mausteller answered that she felt the district should move forward and that in the proposal, we should include figures on staff man hours in the calculations.
 - Mr. McWilliams added that the manual machine does need to be replaced every few years at the price of a few thousand dollars wherein this lease would allow for all maintenance of the machine.
- ❖ The Committee was amenable to putting this item forth to the entire board at the middle level for lease subscription.

HS Courtyard Mural

- ❖ Mr. Rasmus shared the proposal from the students for the art mural to be painted in the high school courtyard.
 - Mrs. Mausteller asked that we ensure that this mural would be painted by students.
 - Mr. Rasmus ensured that this request would be communicated and followed.

Trash and Propane RFP

- ❖ Mrs. Holloway shared that the trash and propane services request for proposals went out and that the district was awaiting the bid opening day that coming Friday. She stated that the propane bid was slated to be competitive.

ADJOURNMENT

The Committee adjourned the meeting at 6:18 pm.

Chelsea Rosenberger
Assistant Board Secretary