

MILLVILLE AREA SCHOOL DISTRICT

Buildings and Grounds Committee Meeting Minutes

January 6, 2026

Dr. Rasmus called the Millville Area School District Buildings and Grounds Committee Meeting to order at 6:10 pm.

Those present in the High School Library were Joseph Rasmus, Superintendent; Heather Mausteller, Board Member/Buildings and Grounds Committee Member; Jessica Whitmoyer; Board President; Corey Whitmoyer, Board Member; Matthew Mills, Secondary Principal; Brandon Gordner, Elementary Principal; Matthew McWilliams, Supervisor of Buildings and Grounds; and Chelsea Rosenberger, Board Recording Secretary.

District Office Project Update & Decision

- ❖ Mr. McWilliams began by providing an update on the District Office project. He shared that the entry window installation is complete.
- ❖ Dr. Rasmus reminded the Committee that the district previously awarded the bid for proximity access to NRG Controls and that the vendor was scheduled to return the next Monday for an additional walkthrough of the space. They were expected to provide a project schedule for installation and completion. At the time of the meeting, there was no confirmed installation date for the full proximity access system. For clarity, Dr. Rasmus explained that while proximity access currently exists on the exterior door, the intent is to add proximity access to additional interior doors as well, to further fortify the area.
- ❖ Mr. McWilliams reported that the architect (Marotta/Main) conducted the final construction inspection walkthrough. A follow-up meeting is scheduled for Thursday at 1:00 p.m. to address remaining items and ensure the work is completed.
- ❖ Mr. McWilliams updated the committee regarding workspace separation options and pricing research, stating that he had contacted multiple vendors for cubicle walls/partition solutions. He added that a prior lead through a Geisinger contact did not produce a full response but that alternate vendors were contacted, including a vendor in State College and another in Pittsburgh.
- ❖ The Committee members reviewed the quotes received from vendors and discussed comparisons between temporary partitions/cubicle wall systems versus permanent hard walls. Some mentioned cost concerns with using commercial-grade doors, noting that basic residential-style interior doors can be relatively inexpensive, while commercial doors can be significantly more expensive.
 - A key concern was that an interior door separating staff offices would not serve as a secure barrier between the district office/business office and the public in the way that an exterior security door would. There was discussion emphasizing the distinction between internal privacy and true building security.
 - Mrs. Mausteller expressed her concern that once permanent walls are built, future adjustments become difficult, and the district frequently changes configurations based on staffing and operational needs.
 - Additionally, the Committee shared concerns about confidentiality, some noting that partitions (even permanent ones) may not truly provide confidentiality unless sound is addressed (e.g., insulation, ceiling tie-ins, and other construction details).
 - Mrs. Mausteller expressed her frustration that the configuration seems to shift between meetings. She indicated that she did not want to continue discussion

walls/closets without first establishing where each person will work and how traffic flow will function.

- Dr. Rasmus explained that configuration changes and vendor research were performed in response to committee direction from the prior meeting, including exploring lower-cost alternatives (cubicle/partition options) after donation possibilities were unsuccessful.
- ❖ The Committee revisited elements of an earlier drawing/configuration and discussed whether two closets are necessary or whether one centralized, double-lock storage area would be sufficient.
 - Dr. Rasmus cited the need for secure storage for sensitive files (e.g., payroll/HR-related materials) but proposed the idea of minimizing interior changes by reducing or eliminating extra closet construction in both areas, where feasible, to limit cost and maximize flexibility—while still retaining at least one closet for secure storage.
- ❖ Dr. Rasmus asked the Committee for further direction.
 - Mrs. Mausteller requested a specific plan showing where staff will sit and how spaces will function. She further asked that Mr. McWilliams produce a clear floor plan with a recommended configuration. She requested a comprehensive list of the itemized costs tied to the recommended plan so the Board can review and potentially approve.
 - Dr. Rasmus answered that administration could put this together, noting sensitivity to the timeline for Mr. McWilliams for this construction needing to be completed prior to the start of the spring sports season. He explained that the administration would share this information with the Board as soon as possible.

Interior / Exterior Door Replacement and PCCD Plans

- ❖ Dr. Rasmus provided an update on the district's active PCCD grant planning. He shared that the PCCD grant for this year must be submitted by January 28, 2026. PCCD requires completion of certain Tier 1 requirements before Tier 2 purchases can be approved. Dr. Rasmus emphasized a desire to move into Tier 2 and beyond, including future consideration of metal detectors; however, the Tier 1 items must be satisfied first (including door and crash bar improvements).
 - The Committee reviewed the door replacement initiative.
 - Dr. Rasmus shared a newly updated Gordian quote, for which, the district would be using cooperative purchasing (PEPPM/Gordian) which satisfies PCCD procurement requirements and avoids a separate bidding process. He explained that some existing doors are antiquated and in poor condition, creating a safety vulnerability. He added that this quote was separate from the installation of proximity access for the emotional support classroom as the existing door/frame is incompatible with the needed access hardware, thus requiring replacement.
- ❖ Mr. Gordner raised the need to assess doors that do not have crash bars.
 - Dr. Rasmus indicated that this will be reviewed administratively and quantified to ensure the grant application captures all Tier 1 needs.

- ❖ Dr. Rasmus then reported that prior to winter break, some members of administration visited Southern Columbia and observed their security screening setup. While a separate vendor program presented there was described as too expensive at this time, he explained that the visit provided useful guidance on practical metal detector deployment for a district of similar configuration. He proposed the acquisition of metal detectors with the following approach:
 - Three fixed metal detectors in vestibules at public entry points (e.g., district office entrance; high school main entrance; elementary main entrance to the principal's office area).
 - Two portable detector units to be used at student entry points during arrival and relocated for events (e.g., concerts, auditorium entrances, athletic events).
- ❖ The Committee discussed the option to place portable units near the high school student entry area (e.g., near the gymnasium doors), with tables for bags and procedures to keep the flow moving.
 - Mr. Mills shared that Southern Columbia reported initial adjustment "bumps," but after about a week, the process became routine and did not delay the start of school.
 - Dr. Rasmus added that the district would need to acquire appropriate training and define the clear responsibility for staff who would be moving the portable units.
 - Mrs. Mausteller asked that administration ensure this task does not fall solely on the custodial staff.
 - Dr. Rasmus agreed that this would be incorporated into morning duty responsibilities, similar to other duty assignments.
 - Dr. Rasmus acknowledged the anticipated parent/community pushback, but noted that PCCD structures allowable purchases and that many neighboring districts already have similar metal detectors. He added that during the district's recent safety incident, he felt the weapon detection would have provided added reassurance to families, while recognizing that no measure eliminates all risk. Additionally, he stated the need for communication and education for students and parents was essential.
- ❖ Dr. Rasmus asked the Committee if they were willing to move forward with exploring and including weapon detection infrastructure in the grant planning and next steps.
 - The Committee feedback indicated openness to continue in this direction, with acknowledgement that operational details, staffing, and final Board-level decisions will be needed.

Schneider Electric Update

- ❖ Dr. Rasmus reviewed the status of the approximately \$2.5 million multi-stack project, noting that there have been some outstanding issues.
 - Mr. McWilliams reported some progress on the controls performance after a service visit, but there was continued disagreement over whether certain issues are fully resolved. He shared some items that were not yet completed or required follow-up: the water meter was installed but not completed; a pump was delivered (prior to Christmas) but was not installed and remained in the

boiler room; and a concern was raised about an oil leak, with an email exchange occurring that afternoon. The scope of repair could vary depending on leak location, including the possibility of significant rework.

- ❖ Dr. Rasmus discussed the third payment to Schneider being held until all work is completed. He expressed his frustration with responsiveness and documentation not received.
- ❖ The Committee asked Mr. McWilliams to request written reports from the service representatives for Board accountability and documentation purposes.

Elementary Stage Curtains

- ❖ Dr. Rasmus provided an update that the elementary stage curtains were removed due to concerns they were not flame retardant, which was a finding from the previously completed insurance walkthrough.

ES Emotional Support Calming Room

- ❖ Dr. Rasmus reported that the work on the walls for the calming room was completed over winter break. He added that the district plans to proceed with padding, to be funded through access-related monies. Additionally, Dr. Rasmus shared that they may be exploring an interim plan using existing padding to make the space usable while final materials are secured.

HS Dishwasher Malfunction

- ❖ Dr. Rasmus reported that the high school dishwasher malfunctioned shortly before break. The district received an updated invoice dated that day for a total of \$5,573 (correcting earlier information). He confirmed that the repairs were completed.
 - Mr. McWilliams noted the repair involved significant electrical components (480 volts) and was not appropriate for in-house repair due to complexity and safety.

Safety Items Raised For Follow Up

- ❖ Dr. Rasmus shared that he received a report that a former board member fell while entering a boys basketball game and that he had reached out to her directly. The reported cause was not believed to be ice treatment/maintenance, but rather potential sidewalk damage. The individual described a missing chunk of sidewalk (approximately “banana-sized”) around the second or third sidewalk section up from the stadium parking lot. Dr. Rasmus said that the administration would investigate this concern and determine any necessary repairs.
- ❖ Additionally, Dr. Rasmus stated that multiple reports have been received regarding the deteriorating condition of the auditorium exterior steps, citing missing chunks and deterioration, with ongoing patching not holding. An additional concern was noted regarding loosening around the handrails due to the degrading concrete. He concluded by saying that the administration will consider solutions for summer repair/replacement and bring options and potential costs back to the committee.

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ADJOURNMENT

The Committee adjourned the meeting at 6:57 pm.

Chelsea Rosenberger
Board Recording Secretary