

# Merrill Area Public Schools

*MAPS Mission Statement: Merrill Area Public Schools, in partnership with the Merrill Community and our families, will empower students to be lifelong learners, responsible citizens, and productive community members.*

## Facilities Committee Meeting

Wednesday - March 1, 2023

3:30 PM

Central Office Board Room

(1111 N Sales Street, Merrill, Wisconsin)

## MINUTES

- I. Call to Order and Roll Call – Dale Bergman, Kevin Blake, Darryl Frick, Ron Liberty, Shannon Murray, Dr. Kelley Strike and Linda Yingling

Kevin Blake called the meeting to order at 3:30 p.m.

Present: Dale Bergman, Kevin Blake, Darryl Frick, Ron Liberty, Shannon Murray, Dr. Kelley Strike, Linda Yingling

Guests: Andrew Caylor

- II. Public Comments to the Committee / General Subject Matter Discussion

NOTE: The Committee shall schedule five minutes at the beginning of each regular meeting for members of the public to speak. Speakers will be allotted two minutes to address the Board. If you have a large group, please designate one representative to speak. Committee members may ask clarifying questions during the comment section, but will usually postpone further discussion and/or action until further public input.

There are none at this time.

- III. Approval of [January 4, 2023 Facilities Committee Minutes](#)

**Kelley and Linda should abstain from the approval of these minutes.**

**Motion by** Ron Liberty to approve the January 4, 2023 Facilities Committee Minutes, seconded by Kevin Blake. Motion carried with Linda Yingling and Dr. Kelley Strike abstaining.

- IV. Flashing Guard Signs by West Side Market

There has been a lot of traffic at this bus stop and issues with people running the bus's red lights. Ron Liberty brought this up at the Board of Public Works meeting at City Hall and Dale Bergman also talked to Dustin Bonack from the Street Department. School Bus

Ahead signs have been talked about for this location. It sounds like these will be the signs placed at this specific bus stop. The bus stop is in the middle of the block, a crossing sign will not be able to be installed at this time as there is no crosswalk at this location. Officer Bacher and Officer Jamie Jaeger haven't seen many issues with traffic at this bus stop. They have been monitoring more in the mornings, but Officer Bacher said they will have more monitoring in the afternoons as that is when the bus drivers see the most issues. Dale Bergman mentioned that there could be anywhere from 30-50 students at this bus stop. We want to be proactive as this is a safety concern for students.

V. Purchase of Camera Server

**Please see the attached [topic summary sheet](#) from Dale Bergman.**

**I recommend a motion to forward to the full Board to approve the purchase of an additional camera server.**

Dale Bergman explained that we are exceeding the retention of the camera storage. We want to have at least 30 days of storage for the cameras in case we have to go back and review or do an investigation. Right now, we are not getting 30 days worth of data. The High School is on a server with Jay Stadium, Central Office, and Maintenance. The Middle School is on a server with all of the Elementary buildings.

Dale Bergman mentioned that we would get a new server for the Middle School. This will give us roughly 30% more storage space. We would then consolidate all other locations. This would allow the Middle School to be on its own server.

Dale Bergman stated that we add additional cameras when we hear of new areas of concern. Right now we have 100 cameras at the high school and about 92 cameras on the Middle School server. To stay in the guidelines of retainage, and adding more cameras in the possible future, we would need to add more storage space. This would be paid out of Fund 46. Andrew Caylor received the quotes on the new Camera Server.

Ron Liberty asked if this is a whole new server at the Middle School or will this be an addition to what we already have? Dale Bergman and Andrew Caylor explained that this would be an addition to what we have now. Right now, there are a total of two camera servers. This would give us three camera servers. Ron Liberty asked if this would be enough storage for the future and adding more cameras? Dale Bergman and Andrew Caylor stated that this would give us enough space for the future. Andrew Caylor stated that with the new server, we will be able to add new drives and will be easier to expand down the road.

Linda Yingling asked about the budget and where the funds would be coming from as we are doing a lot of budget cuts right now. Dale Bergman stated that this will be coming out of Fund 46. Dr. Kelley Strike explained the difference between Fund 10 and Fund 46.

Kevin Blake asked if this could be paid out of the Esser Fund if we have enough left as the funds would be able to be used for safety. Dale Bergman explained that this is for physical safety and not really for health and safety. This will not be paid out of Esser Funds as the Esser Funds have already been spoken for, for other updates.

**Motion by** Ron Liberty to approve the purchase of an additional camera server to be forwarded to the full Board, seconded by Kevin Blake. Motion carried.

VI. Trail Grooming Equipment Donation

Please see the attached [topic summary sheet](#) from Dale Bergman.

**I recommend a motion to forward to the full Board the approval of the donations of an 8' Tidd Tech Snow Roller (valued at \$2,529) and a 6' Tidd Tech Snow Groomer/Tracksetter (valued at \$10,962) from the Friends of the Evjue/Merrill School Forest.**

The Friends of the Forest recognized there were some items that needed to be upgraded. The Friends of the Forest purchased the items listed above and are donating them to the school forest for trail maintenance.

Linda Yingling asked if they donated this equipment and the school forest could get cut due to the upcoming budget cuts, how would that work? Dale Bergman explained that the trails get used a lot by the public. If the academic programs get cut, the public will still utilize the trails. Right now, volunteers go out and maintain the trails throughout the year. Dale Bergman also stated that once a donation is made, it becomes school property. When a donation is made, everyone involved is aware of that.

**Motion by** Ron Liberty to approve the donations of an 8' Tidd Tech Snow Roller (valued at \$2,529) and a 6' Tidd Tech Snow Groomer/Tracksetter (valued at \$10,962) from the Friends of the Evjue/Merrill School Forest forwarded to the full Board, seconded by Linda Yingling. Motion carried.

VII. Playground Updates

Dale Bergman explained that last year's summer projects were approved and part of that was to replace the playground at Washington Elementary. Right now, the project will be on hold due to the upcoming budget cuts just in case other major projects come up that would need to be taken care of.

Darryl Frick mentioned that there are several problems with the playground at Washington Elementary. The bridge is falling apart and a lot of other parts have been replaced. Washington Elementary is the last playground of the bunch to be replaced. Shannon Murray asked if it is still safe for the students. Darryl Frick said yes, it is now as he repaired the bridge that was broken and he is keeping an eye on all the equipment that needs repair.

Dale Bergman said that due to the age of the playground equipment, we will need to put money towards it to replace at one point. This will be a high dollar replacement. Dale Bergman mentioned that maybe PTO could raise money to replace or ask sponsors throughout the City to see if they would be willing to donate. Right now, we are putting this on hold as we wait to determine what we will be doing with our facilities buildings.

Shannon Murray asked what the condition of the equipment at Jefferson School was. Darryl Frick said that they are in the same condition as what the Washington Elementary equipment is in, as both of those playgrounds were installed at roughly the same time.

Linda Yingling asked if we can replace bits and pieces at a time rather than the full playground at once? Would that be doable? Dale Bergman stated that is something that we could do, Darryl also explained that the bridge itself is very expensive to replace.

Ron Liberty asked Dale Bergman what he had in mind for replacing. Dale Bergman said we wanted to replace the whole thing, as we would then move the playground over so we can move the fence over so the buses would have more room to pick up/drop off students.

Kevin Blake asked about the issues at PRMS. Dale Bergman said that we decommissioned a piece of equipment as there have been issues with it. Students were swinging on it more aggressively than they should have. There have been broken bones because of it. For now, they took part of it off and it is in storage for the safety of the students.

#### VIII. Future of Jefferson School

**This is on the agenda at the request of a Board member and will be a standing item for updates.**

##### **Discussion only**

Dale Bergman mentioned that there is nothing new specifically for Jefferson School. He mentioned that we changed the topic to *Facilities Assessments*. Dale Bergman explained that the Facilities Assessments are going great. There have been teams that came in a couple times already. The first time they looked at the mechanical pieces and the HVAC systems. The next time they looked at all the flooring, walls, and spaces. There will be more information at the meeting tonight (3/1/23 @ 4:30). In two weeks they will take the information given from tonight and they will start preparing their document for the workshop for the Board. From there, we will be getting direction on where to put our energy on moving forward. The Workshop will be March 29, 2023 with the Board. Dale Bergman is extremely pleased with how the process is going right now.

Shannon Murray stated that there has been interest in other buildings in our district. There has been interest in Jefferson School and there has been interest in the NAC/old head start buildings as well.

#### IX. Standing Agenda Item - Safety Sub-Committee Minutes

##### A. February 27, 2023 Safety Sub-Committee Minutes

**The February 27, 2023 Safety Sub-Committee meeting minutes will be shared when they become available. Please see the [draft February 27, 2023 Safety Sub-Committee Minutes](#).**

Dale Bergman talked about the Threat Assessment process. Right now, Von Saunders, Allie Libby, and Trisha Kubichek along with others have been attending trainings. They created a process to be put in our Emergency Operations Plan. Right now, they completed the Harm to Self section. They are working on the next level which would be Harm to Others. We are working on getting information out to all buildings so everything is consistent. This will hold less risk for the school district when this is fully in place.

Dale Bergman also explained that we went over the flashing signs that would be installed by the Westside Market.

Dale Bergman explained that we are working on the process for Field Trip Permission Slips. We will be meeting with Mary Klade, the school Nurse, to get a process in place for having updated information on student medical needs. Possibly creating a new field trip form for each trip taken?

Dale Bergman informed everyone that September Murphy had left Lincoln County Emergency Management. Dale explained that September would give us information on any upcoming weather and training events such as tornado warnings. Right now, Renee Krueger is our contact. There has been talk that this position could be taken over by the Sheriff's Department. Until it is figured out, our contact will be Renee Krueger until told otherwise.

X. Standing Agenda Item for Review of Safety Policies and Policy Review by Facilities Committee

**Please see the attached [main index](#) for Committee review of policies. At this point, The Facilities Committee is up-to-date on their policy updates.**

We are up to date at this time.

XI. Items for Next Meeting and Next Meeting Date

A. May 3, 2023

Summer list of projects such as roofing. These projects would be from Fund 46.

XII. Adjournment

**Motion by** Linda Yingling to adjourn, seconded by Ron Liberty. Motion carried unanimously.

Meeting adjourned at 4:12 p.m.