

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 - May 3, 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 3:33 p.m.

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

Guests: None

- 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 were no comments.

- III. Approval of [March 1, 2023 Facilities Committee Minutes](#)

Motion by Ron Liberty to approve the March 1, 2023 Facilities Committee Minutes, seconded by Linda Yingling. Motion carried.

- IV. School Forest Pond Shelter Donation

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

Friends of the Forest offered to donate funds to build a shelter out by the pond. There will be a small storage area within the shelter to store some resources. Todd will be clearing the area out. SGS will be completing the site work and Cleary will be completing

the concrete and building. Shelter will be utilized for learning and will be a shelter for students in case of bad weather.

Motion by Linda Yingling to approve the pond shelter donation to be forwarded to the full Board, seconded by Ron Liberty. Motion carried.

V. Merrill High School Dishwasher Replacement

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

There have been an increased amount of repairs for the high school dishwasher. Prices for equipment and installation would total \$44,809. The dishwasher will be funded out of fund 50, which is the food budget.

Ron Liberty asked if they will try to get it installed this summer? Dale stated that if we are unable to get it and installed this summer, we will have to look at installing during Christmas break.

Motion by Ron Liberty to approve the dishwasher replacement to be forwarded to the full Board, seconded by Linda Yingling. Motion carried.

VI. Summer Maintenance Projects

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

High priority projects will be completed first out of fund 46. Some of the higher need projects would include concrete for sidewalks. On the attached list are our highest need areas. Projects will be completed as funding is available. Some of these projects are in our maintenance budget due to being high priority.

Kevin asked if the items that made the list are in order of being completed. Dale stated that no, they are just listed as items needing to get done.

Shannon stated funds are available right now to cover the cost of the projects on the list. Instead of draining the account dry, start with completing items that look like they will break down first to repair. Start by looking at items that could be a liability claim.

Linda asked about the project for PRMS door 22 as the cost seems high. Dale stated that we will be replacing due to issues with the door. Not a lot of traffic goes through those doors so we will wait for facilities assessment.

Ron asked if we install doors ourselves or contract out. Dale said we purchase the doors and equipment as we get it at a better cost and have a contractor do install.

Motion by Ron Liberty to approve the summer maintenance projects for 2023-2024 as funding is available to be forwarded to the full Board, seconded by Linda Yingling. Motion carried.

VII. Fund 46 Update

Please see the attached [Fund Balance Sheet](#) from Dale Bergman.

Fund 46 is used to replace higher needs items. Within the budget, there is about 1 million dollars left. We are reviewing the turf at Jay Stadium as it is reaching life span. Replacing the turf at Jay Stadium is in the remaining balance of fund 46. Dale stated if we keep maintaining the field like we are, we will get more years out of it before it needs to be replaced.

Dale asked Kelley to explain the 3 million dollar amount on the attached Fund Balance Sheet. Kelley stated that it is the beginning of the year and end of year totals. Grand total of balance and spent.

Kevin mentioned bringing it to the board for full understanding as there are some new members.

Dale explained the turf a little as we used the rubber infield and not the sand. Due to this, we can recover about 80% of the infield due to rubber which can be vacuumed out and reused. Dale also stated that we will still be doing emergency projects first.

Kelley explained that Fund 46 is a new account for all schools and had to sit for 6 years before any funds could be spent. Auditors will start looking into 46 more now that we can start spending. If you underspend, it can hurt and we may not get much aid next year. Kelley also informed us that we could create a separate queue in Fund 46 for Jay Stadium if that is something we wanted to look into and do.

Linda wants to take this topic to the Finance/HR Committee as she is still learning a lot of this information and thinks it will be helpful for everyone to get a good understanding of this. Kelley stated that they can bring this to the July Finance/HR Committee meeting.

VIII. Pool Scoreboard Donation

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

Communicating with Rick Miles from the Aqua Jays Swim Team, they have donated a value of \$9,000 for a portable 6 lane scoreboard for swim meets. This will show real time information for the swimmers. This portable scoreboard and touch pads can be taken to the MARC when they have events there.

Motion by Linda Yingling to approve the donation of the 6-lane portable scoreboard to be forwarded to the full Board, seconded by Ron Liberty. Motion carried.

IX. Facility Assessment Progress

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

Discussion only

The Facilities Team met Monday 5/1/23 and talked about the planning process and ways to brand the information to send out to the public and to the board.

Dale also sat in with a Miron team about the budgeting. Went over good/fair/poor categories for buildings and what projects could be completed together to save money in the long run. Moved and categorized items to bring to the board May 23. The team is also working on getting the site work information into the report to bring to the board. May 15th the Facilities Planning Committee will review and bring the information together for the May 23rd meeting. At the May 23rd meeting, they will start narrowing the ideas down.

Linda asked about the sidewalks and if the City will help with the cost. Dale stated that the City will help with the cost to repair the sidewalks that are in the boulevards as the school/City would be 50/50 on cost. We are also reviewing the internal sidewalks, such as the ones in the courtyard at the high school.

X. Standing Agenda Item - Safety Sub-Committee Minutes

A. April 24, 2023 Safety Sub-Committee Minutes

Please see the attached [April 24, 2023 Safety Sub-Committee Meeting Minutes](#)

Officer Bacher talked to Dale about search and rescue training and using the Jefferson site to simulate school shootings. There would be heavy police presence during the training exercise and we would need to communicate to the public when this would be taking place so surrounding homes would be prepared.

There is a FEMA training coming up in Tomahawk that Jeff/Dale/Tracey will be attending. This is a CESA training that will go over incident command. They will also go over proper etiquette with terminology for an emergency event. With this information, we would put in our emergency operation plan.

Digital mapping - critical response group done through grant. They have all floor plans for all of our buildings. Signage will need to be updated at the High School. Vinyl room numbers will also be added inside each classroom. Site visits in the near future to complete the end documents.

Lincoln County Management - Tyler Verhasselt (took September Murphy's spot). Scheduling time at School Forest to create an evacuation plan in July.

XI. 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.

XII. Items for Next Meeting and Next Meeting Date

A. September 6, 2023

1. If something urgent comes up, call a special meeting throughout the summer.
2. Dale stated that Richard has been soliciting donations. There will be a donation coming through to update the lighting within the theater. Dale gave him a donation form. If this comes in shortly, they will take it to the HR/Finance Committee for approval.
3. Washington boilers, broken down, needing replacement. Consider replacing the whole boiler or just part of it, depending on budget.

XIII. Adjournment

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

Meeting adjourned at 4:22 p.m.