

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 6, 2019

3:30 PM

Central Office Board Room
(1111 N Sales Street, Merrill, Wisconsin)

Minutes

I. Call to Order and Roll Call –

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

Present: Nubs Ashbeck, Dale Bergman - via phone, Kevin Blake, Brian Dasher, Dr. John Sample and Jon Smith

Absent: Darryl Frick

II. Approval of [February 6, 2019 Facilities Committee Minutes](#)

Motion by Nubs Ashbeck to approve the February 6, 2019 Facilities Committee Minutes, motion seconded by Jon Smith. Motion carried unanimously.

III. Standing Agenda Item for Review of Safety Policies

A. ALiCE Curriculum Update

1. [ALiCE Topic Summary Sheet](#)

Dr. John Sample explained to the committee that the final stage in the development of training is making it Merrill specific. The new Director of Curriculum and Instruction will oversee the training.

IV. Standing Agenda Item - Safety Sub-Committee Minutes

The March 4, 2019 Safety Sub-Committee minutes will be shared when they become available. Please see the draft [March 4, 2019 Safety Sub-Committee minutes](#).

Dale Bergman provided the committee with the purpose of the tabletop exercises and an brief overview of the exercise completed at the March 4, 2019 Safety Sub-Committee Meeting.

V. Fleet vehicle lease option

A. [Leasing Topic Summary Sheet](#)

Dale Bergman provided the committee with the current status of the district's fleet vehicles and an overview of the Leasing Topic Summary Sheet. The committee reviewed quotes for lease options.

Dale Bergman explained the proposed timeline for moving to an all leased fleet. The district would still own 2 vans and a truck for the next 5 years. The other vehicles in the fleet would be sold and plows would be purchased with the proceeds. The sold vehicles would be replaced with leased vehicles. After 5 years the contract would be renewed and the remaining vehicles would be replaced with leased vehicles.

The committee discussed the benefits of moving to a leased fleet such as still being able to have the fleet serviced locally, fleet gas cards, cost of scheduled maintenance being covered, ability to monitor gas mileage and not having an impact on aide. Dale Bergman recommends that the district moves to leasing the entire fleet versus purchasing new and paying for repairs.

Motion by Jon Smith to approve the 5 year Fleet Lease Program as quoted by Ewald Solutions, motion seconded by Nubs Ashbeck. Motion carried unanimously.

VI. Donation from Aqua Jays for Swim Starting Blocks

A. [Donation Topic Summary Sheet](#)

B. [Donation Form](#)

Dale provided the committee with a brief overview of the Donation Topic Summary Sheet and Donation Form.

Motion by Nubs Ashbeck to accept the donation by the Aqua-Jays club to help offset the cost of starting blocks at the PRMS pool, motion seconded by Jon Smith. Motion carried unanimously.

VII. PRMS water damage update

Dale Bergman provided the committee with an overview of the current status of the PRMS water damage, including property damage losses to rooms and total clean up hours performed by staff. He also provided an update on the amount of claims submitted versus claims paid by the insurance carrier. The new heating equipment is on order and will be installed once received.

Dale Bergman will be meeting with an insurance representative to review our emergency protocols and to possibly recommend changes to procedures on Monday.

The committee discussed possible preventative measures that could be taken in the future if similar weather conditions were to happen again.

Brian Dasher will contact our consultant to see if there are ways to offset any impact to our rates caused by having a high cost claim.

VIII. Standing Agenda Item for Strategic Planning.

A. Update on Progress of meetings.

Dr. John Sample provided the committee with the makeup of the strategic planning team.

Brian Dasher provided the committee with an overview of work that is being done with Nexus in order to gather the data needed to develop a Master Facilities Plan. UW Madison is going to compete a new demographic study. They last completed a study in 2012. They will use new data along with their previous study to predict enrollment projections for the next 10 years. Nexus has been asked to conduct a full survey of all existing buildings to include capacity and maintenance and repair needs. Brian Dasher has been looking at software programs, such as Transfinder to develop district school bus routes versus relying on transportation contractors to determine routes and busing needs.

The committee discussed and agreed to change the language of the standing agenda item from Strategic Planning to Master Facilities Planning.

IX. Items for Next Meeting and Next Meeting Date

The next meeting is scheduled for April 3rd at 3:30pm.

Standing agenda items

X. Adjournment

Motion to adjourn by Jon Smith, motion seconded by Nubs Ashbeck. Motion carried Unanimously.

Meeting adjourned at 4:09pm.