

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

November 2, 2022

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, Shannon Murray, Dr. Kelley Strike, Linda Yingling

Absent: Darryl Frick, Ron Liberty

Guests: Paul Proux, Mary Ball, Shawn Schultz, Channel 9

- 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 [September 7, 2022 Special Facilities Committee Minutes](#)

Motion by Paul Proux to approve the September 7, 2022 Special Facilities Committee Minutes, seconded by Linda Yingling. Motion carried unanimously. Kevin Blake and Kelley Strike abstained.

- IV. MAPS Facility Needs Assessment

A. Discussion about consulting with a firm to provide a facility needs assessment

Dale Bergman discussed the process of Jefferson and Kids Kingdoms buildings. We need to be very clear and transparent to the community. There are a lot of needs for our buildings as they are right now. A building assessment was completed back in 2018 and we should consider completing another assessment as there has been a

lot of change and consolidation. Internally looking at the previous assessment was started but was not completed. We want to bring in an outside source for an unbiased assessment. We will need to get a more firm budget for the facilities and capital improvements. In discussion, is the NAC building worth spending money on rather than the Central Office that houses more of our administrative employees? Buildings are not set up for the amount of staff and the board room may not be big enough for larger meetings as well as a smaller conference room would be useful for smaller meetings.

Shannon mentioned that the right thing to do is carry Jefferson for now. Pine River was in discussion to make sure that the facility fits the amount of students/staff or if they may need to be moved to Jefferson. Continue to review the facilities and review the costs of each building.

Dale mentioned our newest buildings are 23+ years old. With the aging buildings, there are large items that need maintenance or replacement due to their age which would cost a lot to fix or replace.

Paul Proux stated that Jefferson is a good solid building. He mentioned possibly moving the MADA over to Jefferson. MADA right now is getting charged roughly \$400 a month for rent but there is no cost for custodians/cleaning. Paul mentioned that Jefferson would have more room for parking and he has heard comments that City Hall would like to utilize the space they are in now, in the basement of the City Hall Building.

Dale is meeting with Joe from Findorff Construction next week to see what they have to offer. Findorff works on everything except for school needs which they contract with another company to complete those specific needs. Possibly bringing in a few contractors to give us a presentation on what they can offer to us. This is done with an unbiased eye rather than a staff completing it. It would be a low investment to make decisions for the next years to come. This will need to go to the board as the cost is over \$15,000. This could possibly happen at the December board meeting. We want the best decisions moving forward for the school district.

Kevin Blake asked how long will this process take? Will Akitabox help with this information? Dale says yes, that Akitabox gives the floor plans of each location and information that would be needed to make decisions. There will also need to be interviews with the staff and departments to find out the needs of each department. Interviews and collecting data takes a while to do and will possibly be in their presentation. Blake asked about the student assessment that was done a few years back and what the difference of that assessment over the building assessment. At that time we wanted to know the enrollment and the cost we would bring in and the building assessment shows different options of what can be done to utilize the space better for not only staff but the students.

Dale mentioned that selling a good property like Jefferson could be a bad idea getting rid of it rather than trying to utilize it. Once a property like that is sold, it is hard to find something like that in the future if we need more room. We owe that to the community.

Motion by Paul Proux to approve the Facilities Needs Assessment be brought to the full board. Seconded by Linda Yingling. Motion carried unanimously.

V. Water Softener at Pine River School for Young Learners

**Please see the attached [topic summary sheet](#) from Dale Bergman
I recommend a motion to forward to the full Board the approval of the installation
of a water softener at PRSYL.**

Dale Bergman mentioned that we always have to monitor the well for lead and copper as they are not on a municipal well. The water in Pine River is hard and having a water softener will extend the life of the equipment. There are ARPA funds that can be used for that as well as fund 50 as it does affect the food service as well.

Motion by Paul Proux to approve the water softener at Pine River School for Young Learners forwarded to the full board, seconded by Linda Yingling. Motion carried unanimously.

VI. Digital Signage for PRSYL

**Please see the attached [topic summary sheet](#) from Dale Bergman
I recommend a motion to forward to the full Board the approval of the installation
of digital signage at PRSYL.**

Dale Bergman mentioned that the sign at Pine River is still a manual sign that doesn't get updated frequently. Comments have been made from parents that the same information has been on that sign for a long time, so it is being noticed. Possibly utilizing the funds at ARPA to update the sign. We can utilize the sign more with school events and notifications as there is a lot of traffic on Highway 64 so we would be able to get more information out to the community.

Paul Proux asked if it will be all LED lighting? How much would a sign like that cost? Dale stated that the cost would be very minimal for operating.

Motion by Paul Proux to approve the Digital Signage for PRSYL forwarded to the full board, seconded by Linda Yingling. Motion carried unanimously.

VII. Adoption of the 2022-2023 Transportation Handbook

**Please see the attached [draft 2022-2023 Transportation Handbook](#).
I recommend a motion to forward to the full Board the approval of the 2022-2023
Transportation Handbook.**

Dale Bergman mentioned that we have had the running rules throughout the district. We never had it collectively in one place if parents/teachers needed answers or clarification. Families will have a resource of what they can expect from the transportation department. If there ever was a legal dispute, this would have all the information for students and bus drivers. Handbooks are approved annually and if there are any changes/updates then we highlight that within the handbook.

Motion by Linda Yingling to approve the Adoption of the 2022-2023 Transportation Handbook forwarded to the full board, seconded by Paul Proux. Motion carried unanimously.

VIII. Merrill High School Batting Cage 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 installation of the batting cage upon receipt of funds from the Booster Club.

Shawn Schultz went and got bids for the batting cages. This would give the players a better area to practice. Would be less maintaining with mowing grass as there is carpet like material in it. There will be a new batting cage purchased that would be more of a permanent cage. Nets would be removed after the season so they don't get weathered. Shannon asked if we need to formally approve the donation?

Dale stated that it will need to be approved after we receive the funds, then we would be able to start construction.

Motion by Paul Proux to approve Merrill High School Batting Cage Proposal forwarded to the full board, seconded by Linda Yingling. Motion carried unanimously.

IX. 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

Was discussed previously. Shannon stated this topic is discussed regularly. Now it is part of the facilities plan assessment and it will be rolled into that. There has been more community involvement with suggestions. A question came up at the referendum. This could possibly be in the FotoNews and how it folds into everything.

X. Standing Agenda Item - Safety Sub-Committee Minutes

A. October 31, 2022 Safety Sub-Committee Minutes

The [draft October 31, 2022 Safety Committee Minutes](#) will be shared when they become available.

We discussed our efforts into safety drills. The tabletop discussion at the High School involved Merrill fire and the Merrill Police Department. The meeting mainly went over the debriefing of the hoax call that came a few weeks back. We need to improve and be better prepared for an event that may take place. Dale mentioned bringing the topic to the board so the drills can be signed off and uploaded to the WI DOJ. We need to practice each scenario to be better prepared.

Paul Proux praised the law enforcement as they are doing a really good job. He

stated that there is a young group of Police Officers and has full faith in them in protecting our community as well as our schools.

- 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 have been up to date for a while. Kevin and Dale did a review and we are all caught up.

- XII. Items for Next Meeting and Next Meeting Date

A. January 4, 2023

B. School Forest Advisory. Monday November 14 @ 5:30 we have been invited and will be hosted there for the school board. Will show the changes that have happened for the better of the students and staff.

- XIII. Adjournment

Motion by Paul Proux to adjourn, seconded by Linda Yingling. Motion carried unanimously.

Meeting adjourned at 4:13 p.m.