



**BOARD OF EDUCATION
BUILDINGS AND GROUNDS COMMITTEE MEETING - MINUTES
OF THURSDAY, MARCH 12, 2020 at 8:00 A.M.
CONNOR SHAW CENTER - CONFERENCE ROOM**

ROLL CALL:

At 8:06 a.m. Vice President Richard Uthe called the meeting to order and requested all present to stand and recite the Pledge of Allegiance. A roll call was taken and the following committee members answered aye (3): Mr. Richard Uthe, Mrs. Tara Robinson, Mr. Roger Bettenhausen and no nays. Mr. Steve Stein was absent for the Buildings and Grounds meeting.

ALSO PRESENT:

Mr. Trevor Moore, Mr. Dave Osborne, and Mrs. Cathy Cuculich.

VISTOR'S LOG

No one signed the Visitor's Log.

SPEAKERS' LOG:

No one signed the Speaker's Log.

OPPORTUNITY TO SPEAK:

No Speakers.

ACCEPTANCE OF PRIOR MEETING MINUTES:

Mrs. Robinson made a motion to approve the minutes of the January 13, 2020 Buildings and Grounds Committee meeting. Mr. Uthe seconded the motion, and on a voice call vote; the following committee members answered aye (3): Mrs. Robinson, Mr. Uthe, Mr. Bettenhausen and no nays. Mr. Steve Stein was absent for the Buildings and Grounds meeting.

FOR DISCUSSION:

The Buildings and Grounds Committee discussed the purchase of a used forklift for the Maintenance Department. The forklift that the Maintenance Department is currently using is over 50 years old and the expense of the repairs needed is not worth it - considering the age of our forklift. Mr. Osborne stated that he found a company, Sun Equipment, of Indiana, who is holding a used forklift for us, at a cost of \$4,500. Mr. Osborne stated that someone has offered us \$400 for our forklift. Mr. Uthe stated that we should take the offer of \$400 for our forklift, and the \$4,500 is a reasonable price for a used forklift.

Mr. Osborne reported that the forklift will be mainly used to move pallets of salt, copy paper and unloading deliveries to the buildings.

The Committee agreed to go ahead and purchase the used forklift for the Maintenance Department.

Mr. Osborne and Mr. Moore presented to the Committee, five proposals from landscaping businesses for the maintenance of the grounds of the District. The Committee discussed and reviewed the proposals with Mr. Moore and Mr. Osborne. The Committee agreed that the best option for the District is to go with the lowest bid received from Green Arbor Landscaping Contractors with a bid of \$23,192.00 for one year.

Mr. Moore and Mr. Osborne also discussed with the Committee, a list of exterior and interior doors at PES, PIC and PJHS that will need to be replaced or repaired, along with quotes from the Door Doctor. Mr. Osborne reported that he will also get quotes for the doors at PJHS - 12, 13, 14. The Committee suggested to Mr. Osborne to get all quotes for all doors, so that we can present to the Board a package of all door quotes so that the Board can take action of approving all of the quotes and this project can be done during the summer months.

Mr. Osborne presented to the Committee proposals for filter and chemical treatments for our boilers. Mr. Osborne reported that in the past that chemical treatments had not been done to the boilers. Mr. Osborne stated that having the water softeners installed has helped tremendous, but installing the filters along with the maintenance of chemicals treatments will ensure the life of the boilers. The cost of the filters are approximately \$4,400. Mr. Osborne and the maintenance department will do a manual chemical treatment at the end of this boiler season this year. The Committee agreed to go ahead with the filters. Mr. Osborne will research and develop a plan for the boilers for the review by the Committee. The Committee and the Board can decide whether or not to use a company for these chemical treatments for the boilers or have our maintenance department be trained in the process of the chemical treatments.

Mr. Osborne reported to the Committee that the Fire Marshall was out for their annual inspection of all buildings. One recommendation is to have the hallway fire doors at PES/PJHS gym doors replaced. This will be a costly project, but we need it to be done for safety and security issues. Mr. Osborne will construct and produce a plan of action for the costs and completion of these doors during the summer months.

Another recommendation is the inspection of the sprinkler system at PHS. The system needs to be inspected and certified. There was no certificate of inspection on file. Mr. Osborne has received quotes from Matco, ADT and US Fire Protection. The Committee, Mr. Moore and Mr. Osborne agreed upon Matco to do the inspection and told Dave to go ahead with the sprinkler inspection at PHS. Mr. Osborne will also check to see if there are any other inspections that are needed to be done and I will have Matco perform them as well when they come out to PHS.

Another item on the list is the kitchen exhaust hoods at PJHS and PHS. The exhaust hoods need to be cleaned and inspected. A company will be out on March 25th to clean the exhaust hoods.

The PJHS stage curtains have been picked up for cleaning and fireproofing. Next in line will be the PHS stage curtains for cleaning and fireproofing. After the cleaning and fireproofing of the stage curtains is done at both schools, the curtains will be in compliance for five years.

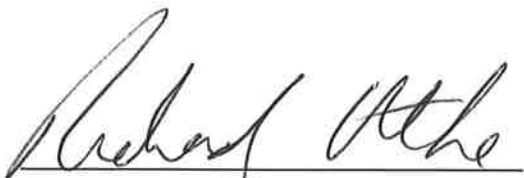
Mr. Moore, Mr. Osborne and the Committee discussed the option of having temporary boilers in place for the District. Mr. Osborne reported that being able to have a temporary boiler brought out to a school whenever a boiler has a leak or has to be shut down, would be beneficial to the District. Mr. Osborne stated that he will get a firm quote on having temporary boilers for the District and report back to the Committee and Mr. Moore.

Finally, Mr. Osborne reported that he has a proposal from Jean Septic to drain water away from PIC. At the northwest corner - water builds up and it is usually about two feet of water. The Committee told Mr. Osborne that this needs to be done as soon as possible, so we do not have water start running into the building. The Committee told Mr. Osborne to go ahead with the proposal from Jean's Septic.

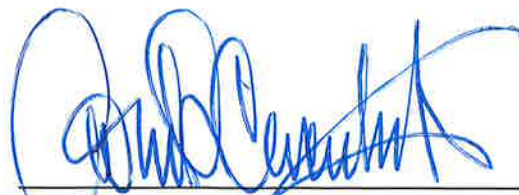
The Committee and Mr. Moore asked that Mr. Osborne make sure that no permits are needed from Will County to start and complete this project at PIC. Mr. Osborne responded, I will call Will County shortly after this meeting is adjourned and confirm that there are no permits needed for this project.

ADJOURNMENT:

At 9:40 a.m. Mr. Uthe moved for a motion to adjourn the Buildings and Grounds Committee meeting. Mrs. Robinson seconded the motion, and on a voice call vote, the following committee members answered aye (3): Mrs. Robinson, Mr. Uthe, Mr. Bettenhausen and no nays. Mr. Steve Stein was absent for the Buildings and Grounds Committee meeting.



Richard Uthe, Vice President



Cathy Cuculich, Reporter