

**BOARD OF EDUCATION
BUILDING AND GROUNDS COMMITTEE MEETING - MINUTES
Wednesday, May 9, 2018 @ 8:45 a.m. at Peotone High School**

ROLL CALL:

At 8:47 a.m., Vice President 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 members answered aye (8): Mr. Richard Uthe, Mrs. Tara Robinson, Mr. Craig Gray, Mr. Tim Murray, Mr. Mike Arnold, Mr. Dave Osborne, Mrs. Patty Favela and Mr. Steve Stein.

VISITORS' LOG:

No one signed the Visitors' Log.

SPEAKERS' LOG:

No one signed the Speakers' Log.

OPPORTUNITY TO SPEAK:

Mrs. Terry Wuske, Director of Food Services, discussed with the Committee access for the milk deliveries to the High School (deliveries are very early in the morning around 5:00 a.m.) The Committee suggested limited access to PHS for the milk deliveries (5:00 a.m. - 6:30 p.m.) Mrs. Wuske also inquired about access to the kitchens at PJHS and PES for herself, Kathy and Carrie. She also inquired about the walk-in freezer. Mrs. Wuske left the building and grounds committee meeting at 9:02 a.m.

ACCEPTANCE OF PRIOR MEETING MINUTES:

Mrs. Robinson made a motion to approve the minutes from the February 12, 2018 and April 11, 2018 meetings. Mr. Uthe and Mr. Stein seconded the motion.

**BUILDING AND GROUNDS
FOR DISCUSSION:**

- ❖ Craig Gray reported that Simplex Grinnell came out to inspect fire alarm at the high school regarding issues of false alarms.
- ❖ Mrs. Favela reported to the Committee that she is looking at Midwest Integrated Solutions to replace Tyco and Simplex Grinnell monitoring systems for our buildings.
- ❖ Craig Gray reported that the service door at PJHS should be replaced by next week. He will place a call and confirm the install of the door after our

meeting. He will also send over to Mrs. Favela the invoice for the door handles and hinges.

- ❖ Craig also reported to the committee that Com Ed came out for the efficiency assessment of the buildings. Craig and a ComEd representative did a walk-through of our buildings room by room. ComEd stated that it takes about a month to create the efficiency report. But one of the suggestions of ComEd is to change light bulbs to LEDs at all buildings. There will be an initial cost to replace all bulbs - but in the long run - you will be saving money and electricity with the LEDs replacements.
- ❖ Mr. Stein suggested creating a plan of action for each building after we receive the report from ComEd.
- ❖ Tim and Craig reported our supplier, Gordon Electric is a sponsor for Com Ed, and we would qualify for the instant rebate when we purchase the LEDs for the buildings.
- ❖ Tim Murray reported that the chillers are up and running at the high school.
- ❖ Tim also reported that Air Handler 10 (PHS) needs a motor to be rebuilt. Woody's electric will do the rebuilt of the motor. Tim is estimating around \$3,500 for the rebuilt motor.
- ❖ Tim Murray reported that the rooftop condenser unit at the PHS needs to be replaced. The Committee agreed that the new rooftop unit should be replaced at the PHS. The estimate is \$18,240.00. The Committee agreed to replace the rooftop condenser at the high school.
- ❖ Mrs. Favela suggested getting bids from other companies besides Precision Controls Systems, just to see what other companies are out there and see if they have competitive or lower prices compare to using Precision Control Systems.
- ❖ Tim Murray reported that the boiler at PIC will need either a repair of the lower pass of the boiler, or a complete re-tubing of the boiler. Nolan Boiler and Tank Service suggests the complete re-tubing of the boiler, which will cost more upfront, but will be more beneficial in the long run.

The Committee agreed to the complete re-tubing of the boiler at a cost of \$15,690.00. The re-tubing will take place the second week of June.

- ❖ Mike Arnold stated that we have three college students in place for the summer cleaning crew, and since Tim Gerlich is out on sick leave, Mike stated that we may have to hire three or four more high school students to cover us for the summer cleaning of all the buildings. Mike will talk to Wendy Bean about placing ads on Facebook, the school website for the additional help for the summer crew.
- ❖ Mike Arnold reported that the sport wax that he needs for the gym floors, will cost around \$8,900 from Performance Chemicals.
- ❖ Mike Arnold estimated the cost for a new Clarke floor machine will be around \$6,000. Mike will move the existing Clarke machine at the high school to the junior high school and keep the new one at the high school.
- ❖ Mike Arnold reported to the committee that the PES kitchen will need a new kitchen counter and cabinet. And per ISBE rules, the new kitchen cabinet and counter will need a separate hand sink.
- ❖ Mr. Stein reported that no one inquired about the summer painting position. The Committee discussed and agreed that it would probably a better idea to hire a painting company to take care of the painting that needs to be done this summer at our buildings. Dave Osborne will reach out to a couple of companies that he knows.
- ❖ Tim Murray reported that the stackable washer and dryer, will be replaced at the high school sometime after July 1st.
- ❖ Tim Murray inquired about the summer weed trimmers - Mike Arnold said that he has two high school students ready to start after they are done with softball.
- ❖ Mr. Stein inquired if the maintenance crew can take out some bushes on the north side of the street at Connor Shaw. Tim responded yes we can. Mrs. Favela asked if they can add some dirt and clean up the entrance at the west doors of Connor Shaw where the bike rack used to be for the 5th grade students. Tim Murray said that he will take care of it.

- ❖ Mr. Stein reported to the Committee that he and Tim Murray visited and inspected all the schools to see what asphalt repair, seal-coating and re-striping is needed at all the buildings.
- ❖ Mr. Stein reported to the Committee that after his inspection of all the buildings, that PES, PIC, PJHS and PHS will need asphalt repair (cut outs, sealcoating and re-striping) this summer. Connor Shaw is good- no repairs needed this summer.
- ❖ The Committee discussed and agreed that we should put out a bid letter for the asphalt repair, sealcoating and restriping for PES, PIC, PJHS and PHS. Mrs. Favela suggested reaching out to the Village to find out who they are using for asphalt for the Rathje construction project.
- ❖ Mr. Stein will reach out to the Architect regarding the “U” at Peotone Junior High School. Mr. Stein stated that the analysis of the “U” will cost the District about \$17,000.
- ❖ Mr. Stein asked the maintenance department if they needed any changes or additions to the winter clean-up for all the buildings. They all agreed that they would like to salt more efficiently at the buildings. Other than that, all went well with the snow and ice removal this past winter. Plus the new equipment helped tremendously with the clean-up of the snow.


BUILDING AND GROUNDS MEETING RECAP:

- ❖ The Committee agreed to the complete re-tubing of the boiler at a cost of \$15,690.00 at PIC.
- ❖ The Committee agreed that the new rooftop unit should be replaced at the PHS. The estimate is \$18,240.00. The Committee agreed to replace the rooftop condenser at the high school.
- ❖ The Committee agreed to have the motor (Air Handler 10 - PHS) rebuilt from Woody’s electric which will cost around \$3,500.
- ❖ The Committee discussed and agreed that it would probably a better idea to hire a painting company to take care of the painting that needs to be done this summer at our buildings.

- ❖ Mike Arnold reported to the committee that the PES kitchen will need a new kitchen counter and cabinet. And per ISBE rules, the new kitchen cabinet and counter will need a separate hand sink.
- ❖ The Committee agreed to purchase a Clarke floor machine for the high school. Mike Arnold reported that the estimate for the Clarke floor machine will about \$6,000.
- ❖ Mike Arnold reported that the sport wax that he needs for the summer cleaning crew for the gym floors will be around \$8,900 which we purchased from Performance Chemicals in the past.
- ❖ The Committee discussed and agreed that we should put out a bid letter for the asphalt repair, sealcoating and restriping for PES, PIC, PJHS and PHS.
- ❖ Tim Murray reported that the stackable washer and dryer will be replaced at the high school sometime after July 1st.

ADJOURNMENT

At 10:33 a.m., Mr. Uthe moved that the Building and Grounds Committee meeting be adjourned. Mrs. Robinson seconded the motion.



Richard Uthe, Vice President



Cathy Cuculich, Reporter