



Respectful, Responsible, Safe & Prepared

BUILDING AND GROUNDS COMMITTEE MEETING MINUTES

March 18, 2024 – 5:30 p.m.

Waupaca High School Community Room and [Live Stream](#)

Welcome and Call to Order:

The meeting was called to order by Committee Chairperson Steve Klismet at 5:29 p.m.

Roll Call:

Present in the WHS Community Room: All members of the Building and Grounds Committee were present (Chairperson Steve Klismet, Dale Feldt, and Bob Adams). Additionally, Board members Ron Brooks and Molly McDonald were present; Betty Manion was present via phone.

Also Present:

Present in the WHS Community Room: Austin Moore, Mark Flaten, Laurie Schmidt, Sandy Lucas, and Matt Vassar.

Approval of Agenda:

A motion was made by Dale Feldt and seconded by Bob Adams to approve the agenda as presented. The motion carried unanimously on a voice vote.

Review of Board Meeting Norms:

The Board reviewed their collective commitments.

Second Driveway at Soccer Field:

Mr. Moore advised that the Town of Farmington (Town) approached the District during the planning phase of the upgrades being made to King Road and driveways, sharing that an additional entrance/exit would be added to the soccer field parking lot due to traffic congestion and safety concerns. They would be using grant funding to cover the costs and just needed the District's permission to proceed.

However, on February 28, 2024, the Town advised Mr. Saari that the grant funding would not be sufficient to cover the installation costs of two driveway entrances, so if the District wanted to proceed, it would be responsible for those costs in the amount of \$9,990. At that time, the District was unsure if it had the funds to proceed.

Then on March 5, 2024, the Town advised Mr. Saari that because they are implementing some additional safety measures as well, the District would only need to cover the costs of one of the driveways in the amount of \$4,500. But on March 14, 2024, the Town again advised Mr. Saari that the cost of the entrance would be paid for by the Town of Farmington, but asked that the District cover approximately \$4,500 of the costs.

Mr. Moore pointed out that the soccer complex is used primarily by youth in the community, not necessarily by the District.

Discussion then ensued, with several Board members advising that since the Town is upgrading the road, they should upgrade the driveway. In addition, the District does not receive any funding to maintain the soccer fields so the Town should pay for the additional entrance. However, it was pointed out that since the District owns the property and was told there is a safety issue, it may be held liable if someone gets hurt, so it may be worth the \$4,500 to avoid any safety concerns. It was suggested that the City Park and Rec Department contribute towards the costs and it should also be responsible for any liability concerns. It was also noted that if a second entrance/exit is installed, it will reduce the number of parking spaces which could become a concern.

Building and Grounds Supervisor Matt Vassar advised that although there have not been any accidents, traffic does get bottlenecked so it would be beneficial to have a second entrance. Mr. Moore advised that he met with Ms. Laura Colbert of the City Park and Rec and advised her that the District would agree to have the Town put in a second driveway but not at its expense, and she advised that they do not have the funds for this project.

Board members Dale Feldt and Betty Manion provided some history and advised that the District has agreements with the City. This program is a partnership where the District provides the fields and maintains them. So they suggested that all parties need to share the burden of the costs and pay their fair share, including the Park and Rec Department. Perhaps the District should charge them a fee for using the District's soccer fields.

Mr. Moore advised that he will check with the District's insurance carrier as to the liability concerns. In addition, he will again meet with the City Park and Rec Department requesting that they contribute towards these costs. He will also find out what agreements the District may still have with the City Park and Rec Department.

WMS and WHS Tennis Courts:

Mr. Moore advised that the eight tennis courts at WHS and four at WMS need significant repairs and upgrades. In addition, the community has requested that markings for pickleball courts be added. The cost for a full upgrade at WHS would be \$145,100 and \$79,100 at WMS, as well as maintenance costs. However, to save money, the pickleball stands and nets would not have to be installed as the tennis nets on the courts that are also painted for tennis could be used. The largest portion of the costs is to upgrade the courts to pickleball courts.

Mr. Moore provided the Committee with five options for their consideration, adding that there may be some grant money available from the Community for the Rec that would be contributed for each option.

Option #1 would fully fund the repair of both facilities, but not install the pickleball nets per the Administration's recommendation. Option #2 is the same as #1, but per Administration's recommendation, remove the paint/color of all courts at WHS. Option #3 would be to complete the WHS project as stated in Option #1, but again forgo the paint/color and focus on crack fill/repair and painting pickleball lines. This option also removes the WMS project completely, putting any repairs at that site on hold. Because of this, there is an Option #3a which is the same as #3 except since no repairs would be completed at the WMS facility, it would be completely removed to avoid liability because they are in serious disrepair. Option #4 would be to just paint the 12 courts with pickleball lines which would be paid for in its entirety by the Community for the Rec Department grant. However, this option does not include the needed repairs at either facility, and the District may have additional expenses in the future to pay for repainting again due to crack fill/repair that may cover the pickleball lines.

Several Board members expressed their concerns that since the public is the biggest user of these facilities, they should be charged for their use. Mr. Moore added that he has spoken with Ms. Laura Colbert regarding the City Park and Rec's thoughts and funding for these facilities.

Mr. Moore advised that District gym classes sometimes use the courts and the District used to have a tennis club but it no longer exists. The facilities are primarily used during the summer by the public, and are used by pickleball players two to one. He noted that perhaps public funding could be obtained, and that any District funds needed for this project would come out of next year's budget. Mr. Vassar added that he spoke with Mr. Scherrer as well as former Directors of Co-Curricular Activities and Athletics in the past regarding establishing a tennis and/or pickleball team but there wasn't any interest.

Mr. Vassar advised that either the District should maintain the WMS tennis court facility or remove it completely because there are safety concerns if it is left as is. He recommended removing the WMS courts and maintaining the WHS courts and fill/repair cracks, noting that there will be continuing maintenance costs so working with a partnership could help. He also advised that Mr. John Kneer recommended a firm for the work on the WHS courts and they do provide a warranty service. He noted that there might be some community concerns if the District removed both facilities.

Mr. Vassar further advised that the District has a couple of options with regard to the WMS facility – the courts could be made into a parking lot or removed completely and grass planted. If it was going to be made into a parking lot, the cracks would still have to be filled in, also noting that it is not the correct thickness for a parking lot so it would not last very long. He recommended that it be made into a grassy area.

The Committee agreed and was in favor of Option #3a – maintaining the WHS site only and removing the WMS site completely and making it into a grassy area.

Board member Manion again advised that she thought the District had an agreement with the City that we would maintain the courts, but since the public uses it, particularly the senior citizen community, we are in this together with the City. Mr. Moore advised that he will reach out to the City Park and Rec for further discussion.

It was asked if a set of courts could be made on the WHS back parking lot which is currently not being used and Mr. Vassar advised that it could possibly be done but it would be much more expensive. In addition, Mr. Moore advised that there used to be tennis courts at CEC. He can talk with the City for temporary pickleball courts there but they would have to be completely painted which is expensive.

In summary, Mr. Moore advised that the District will not be maintaining the WMS courts and will seek bids to remove it completely. Regarding the WHS courts, he will gather more information and perhaps look to establish a partnership with members of the community. He will continue to update the Committee as needed.

Adjournment:

A motion was made by Dale Feldt and seconded by Steve Klismet to adjourn the meeting at 6:12 p.m. The motion carried unanimously on a voice vote.