



*Respectful, Responsible, Safe & Prepared*

## **BUILDING AND GROUNDS COMMITTEE MEETING MINUTES**

**July 28, 2021 – 11:00 a.m.**

**Waupaca High School Community Room**

**Virtually Via Google Meet, Live Stream, and By Phone**

### **Welcome and Call to Order:**

The meeting was called to order by Committee Chairperson Steve Klismet at 11:00 a.m.

### **Roll Call:**

Present in the WHS Community Room: All members of the Committee were present (Chairperson Steve Klismet, Dale Feldt, and Steve Hackett). Additionally, Board members Stephen Johnson (joining at 11:15 a.m.) and Betty Manion (joining at 11:20 a.m.) were present. Not present: Board members Mark Polebitski and Patrick Phair.

### **Also Present:**

Present in the WHS Community Room: Ron Saari, Sandy Lucas, Carl Hayek, Steve Thomaschefskey, Michael Werbowsky, Trevor Leopold, and Matt Vassar. Virtually present via Google Meet: Carrie Naparalla and Carol Beyer-Makuski.

### **Approval of Agenda:**

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

### **Review of Board Meeting Norms:**

The Committee reviewed their collective commitments. Chairperson Steve Klismet then turned the meeting over to Director of Business Services Carl Hayek.

### **Review of District 15 Year Infrastructure Strategic Plan:**

Mr. Hayek reviewed the District's 15 year infrastructure plan which is part of the Strategic Plan. He added that this is an important tool that maintains/enhances the District's facilities annually in a responsible manner investing funds wisely so the District remains fiscally sound. This long term plan will be annually updated and will be aligned to the goals of the District. A 2.8% inflation rate was used across the board which would reflect the ebbs and flows.

Discussion was also had relating to the resurfacing of the High School parking lot and possible safety concerns related to the parking lot.

### **Review of Community Partnership Infrastructure Plan:**

Mr. Hayek provided an update relating to the use of the King Road soccer fields and gravel parking area which has 160 spots. There are also garbage containers on site. Because this area is used by the City of Waupaca sponsored leagues and not the District (which has no WIAA sanctioned events there), as well as it being in the Town of Farmington, the District is not in a position to put up permanent No Parking signs nor create a paved parking lot or add a restroom/concession facility. Our dollars need to go to repair our own infrastructure. However,

Mr. Hayek added he is working with the City to come up with a solution, such as to have the people using our facility take responsibility for their group's parking behavior. In addition, there is plenty of parking spaces in the WHS parking lot near Comet Field.

**Review of District Wide School Safety Assessment Infrastructure Plan:**

Mr. Hayek advised that the independent school safety audit assessment identified major breaches in infrastructure, with the most important being the entryways in all of the District's school buildings. They need to be upgraded to protect students and staff. To fund these upgrades, Mr. Hayek believes that the outcome of the fiscal year 2020-2021 budget will be greater than he had originally forecasted at the May 21, 2021 special Board meeting. Therefore, he will be requesting in October to transfer the majority of those dollars to the capital projects funds, so together with the payoff of the athletic complex loan which will increase our revenue cap, the District can still remain debt free. This project could get underway as soon as it is approved by the Board and the audit is solidified.

A motion was made by Dale Feldt and seconded by Steve Hackett to make a recommendation to the full Board at the next regular Board meeting to move the majority of additional funds attained from the 2020-2021 budget outcome to Capital Projects Fund 49 to address building safety entryway renovations at all District school buildings. The motion carried unanimously on a roll call vote.

**Parcel # 34297476 Land Appraisal Outcome:**

Mr. Hayek reviewed the history relating to the discontinued transportation services and, therefore, sale of the old District buildings and property in order to begin working toward building a new Maintenance building. All proceeds from those asset sales have been segregated into our capital projects funds to be used to offset/fund that project. The District has one lot yet to sell and has received two offers. In addition, Mr. Hayek sought a commercial appraisal company who has valued the remaining property as of June 15, 2021, at \$150,000. The proceeds from the sale of this parcel would be used solely to help fund the new Maintenance building. Mr. Hayek added that he will bring any valid purchase offer(s) to the Board when received.

A motion was made by Steve Hackett and seconded by Dale Feldt to make a recommendation to the full Board at the next regular Board meeting to authorize Director of Business Services Carl Hayek to work with Hart Law Offices to negotiate a counteroffer that is closer to the appraised value without stating any number publically. The motion carried unanimously on a voice vote.

**Capital Projects Funds Interrelationship with Lot # 34297476 Appraisal Value and the Future Building of a New Maintenance Building:**

Mr. Hayek advised that the selling of the two lots and the additional authority to sell the final parcel mentioned above would give us more than \$336,000 to put towards building a new Maintenance building on the existing site, which is well overdue and needed, and is estimated to cost \$500,000. Mr. Hayek advised that he will be requesting in October to transfer this difference (if available) from the general Fund 10 fund balance to a capital projects fund for the sole purpose being to offset this cost. Mr. Hayek also presented the design blueprints for the new Maintenance building. Committee member Steve Hackett asked if it would be possible to join the City regarding a new Maintenance building. Mr. Hayek pointed out that it is in the District's best interest to be on our own as we have our own staff, equipment, etc. Committee Chairperson Klismet mentioned that perhaps students could be involved in the building and/or landscaping of the new Maintenance building.

A motion was made by Dale Feldt and seconded by Steve Hackett to make a recommendation to the full Board at the next regular Board meeting to move for the sole purpose of building a new Maintenance building \$200,000 of additional funds attained from the 2020-2021 budget outcome to

Capital Projects Fund 49 to complete the funding of the new Maintenance building. The motion carried unanimously on a voice vote.

**Payment of Bonuses:**

Not on the agenda, but Board member Betty Manion inquired as to what the status was regarding the payment of bonuses which she thought the Board had approved at its May meeting. Board President Stephen Johnson advised that the Board didn't approve a certain dollar amount but instead asked Mr. Hayek to crunch the numbers and provide the Board with that information by August. Mr. Hayek advised that giving a bonus to one group and not others causes personnel divisions in the organization. Ms. Manion advised that the Board wants to provide a bonus to all staff. Mr. Hayek stated that this is not a wise way to spend District dollars, but a way to fund the payment of bonuses may be through ESSER III funds the District may receive, although districts are encouraged to use ESSER Funds to fix infrastructure. He will not know how much ESSER III dollars the District will receive by August however. Mr. Johnson requested that when Mr. Hayek knows the amount of the ESSER III funds that the District will receive, he should crunch the numbers at that time and then advise the full Board regarding the payment of bonuses.

**2021 Summer Capital Projects Update: District Office Renovation, High School Chiller Installation, and Middle School Third Phase Roof Replacement Project:**

Mr. Hayek advised that other than the building entryways, the safety assessment identified the District Office as most pressing, as it has only one entryway and no additional exit so it is a safety concern. ESSER II funds will be used to fund this, thus not affecting the District's budget.

The replacement of three old chillers at the WHS are components identified within the District's 15 year Infrastructure Strategic Plan and ESSER II funds paid for these items as well. These new chillers will not conflict with the ionization system.

The final project is the third phase of the Middle School roof replacement project which will be paid for out of the District's 2021-2022 maintenance budget.

All three of these projects are to be completed before teachers arrive back to school.

**CTE Auto and Spec House Aesthetic Cleanup Plan:**

Mr. Hayek advised that two sites at the WHS building will be cleaned up this summer:

The old lawn mowers, snow blowers and some of the old cars will be removed. If the District partners with an auto dealership, the District could maybe sell the cars; otherwise, the District cannot sell them and they have to go to the junkyard.

The logs, debris, and lumber not being used at the students' house building project area will be removed and the site will be cleaned up on a daily basis as part of the curriculum. In addition, privacy fencing will be put around the spec house. The house is owned by Blenker Construction and is done to the point where it can be moved. They will move it when they have a site available. When they sell the house, the District will receive a percentage. The District is hoping to continue its relationship with Blenker Construction in doing further projects.

**Adjournment:**

A motion was made by Dale Feldt and seconded by Steve Hackett to adjourn the meeting at 11:59 a.m. The motion carried unanimously on a voice vote.