

Middle School Building and Grounds Visitation
Friday, December 4, 2009
10:00 AM

Meeting minutes:

Windows

Leaking in a variety of rooms – Mr. Baumgardner will provide an update from the supplier.

Room 108 broken window – a work order will be submitted for this work.

Faculty Room – block cracked – a work order will be submitted for this work.

Exterior window frames need facelift – we will explore recommendations on how to fix this problem and costing.

Exterior concrete issues

Sidewalk and curbing out front – Jason Carbaugh has been contacted to cost out the project. Estimate: \$8,000 for concrete; \$7,000 for curbing = \$15,000 for complete job.

Concrete areas coming out of doghouses needs fixing – discussions were held concerning replacing these pieces for pavers – it will be necessary to install these correctly to ensure longevity.

Path pavers repaired / removed – remove pavers --- put this on the list; committee members felt that any blacktop work should be listed from the whole district and completed at one time. This will be addressed when all initial building and grounds visits have been completed.

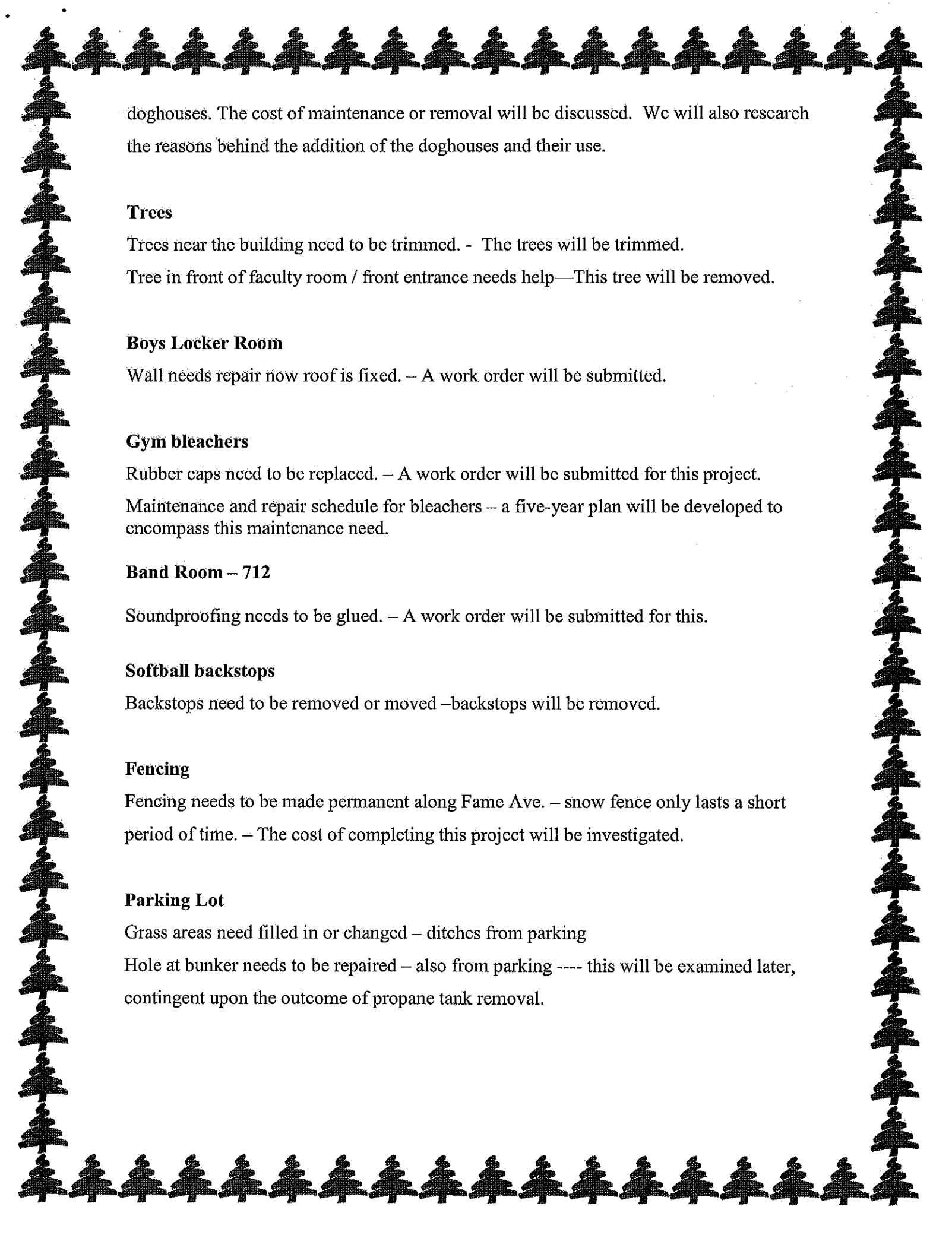
Doghouses

Windows in doghouses are leaking

Weather stripping needs to be replaced on doghouse doors 5-6-8

Paint is peeling on the doghouses

Spouting and flashing needs to be repaired at the doghouses – The doghouses were discussed and will need to be discussed further. Discussion centered on removing the



doghouses. The cost of maintenance or removal will be discussed. We will also research the reasons behind the addition of the doghouses and their use.

Trees

Trees near the building need to be trimmed. - The trees will be trimmed.

Tree in front of faculty room / front entrance needs help—This tree will be removed.

Boys Locker Room

Wall needs repair now roof is fixed. - A work order will be submitted.

Gym bleachers

Rubber caps need to be replaced. - A work order will be submitted for this project.

Maintenance and repair schedule for bleachers - a five-year plan will be developed to encompass this maintenance need.

Band Room - 712

Soundproofing needs to be glued. - A work order will be submitted for this.

Softball backstops

Backstops need to be removed or moved -backstops will be removed.

Fencing

Fencing needs to be made permanent along Fame Ave. - snow fence only lasts a short period of time. - The cost of completing this project will be investigated.

Parking Lot

Grass areas need filled in or changed - ditches from parking

Hole at bunker needs to be repaired - also from parking ---- this will be examined later, contingent upon the outcome of propane tank removal.



Arrival and dismissal traffic pattern

Traffic pattern needs to be changed – student safety – the traffic pattern will be changed. A gate will be installed at the beginning and end of the access area. Traffic will enter the middle school circle from Keagy. The outer circle will be utilized for through traffic only. People dropping or picking up children will be required to pull into the inner circle at the curb. Traffic directions and arrows will be painted to provide assistance to traffic. All traffic leaving the middle school will exit onto Fame Avenue. We will inform parents of the change with the building newsletter and at least two reminder calls utilizing Global Connect. A drawing of the changes will be provided to the board on Monday, December 7, 2009.

Gutters

In need of repair – not resolved – dispensation of doghouse needs will determine whether or not this will need to be addressed.

Library Curtain

Black curtain in the annex needs to be removed – a work order will be submitted for the removal of the curtain.

Library glass needs tinting – heat / AC loss – Tony will investigate the cost of completing this project.

Doors

1st tier of auditeria going to boiler room will not lock

All bathroom doors need closing mechanisms fixed.

Front office door slams – needs mechanism fixed.

Exterior gym doors need to be replaced – doors will be repaired – submit work order

Greenhouse

In need of major repair

Blinds, floor, windows, door, ventilation system – curriculum needs will be reviewed to determine whether or not the greenhouse will be repaired or removed. Disposition will be determined at a later date.



Propane Tanks

Need to be removed. Have never been used – the propane supplier will be contacted to determine the cost of removal. If we are able to remove these tanks it will provide additional parking space and will enable the repairs to take place in areas of the grass that are now used for parking.

Interior Skylights

Need to be finished – This is a hold item. You do not notice this unless you are looking closely at the ceiling. (Becky Ruppert did volunteer to take care of this on her free days)

Bathrooms

Partitions need to be replaced – we will investigate the replacement cost for similar panels as the ones used in the high school. This will be an item added to the five-year plan.

Carpeting

Need to set a schedule for carpeting to be replaced

Carpet needs to be replaced in room that had major leaks

Carpet in 8th grade web area needs glued. – The cost of removing the carpet in the auditoria and replacing it with vinyl tile was researched. The total cost for the auditoria would be \$30,000. We will place carpet replacement on a 5yr cycle.

Painting schedule

Need to develop a painting schedule for building – we will develop a 5 yr schedule for this process also following the completion of the initial building and grounds visits.

Lockers

Lockers need to be replaced – very small, have been repaired many times. --- The committee agreed that the lockers are very small and very tightly packed together. We will be investigating alternatives and developing a plan for replacement.



Heat Pumps

Heat pumps need to be replaced – old system wearing out. – We will need to develop a five to ten year plan for the replacement of these units. There are approximately 50 needed in the middle school. Old units that are removed will be retained for parts usage until all units have been replaced.

Groundhogs and holes

Need to find a cost-effective way to move groundhogs and fill holes – Solutions for this problem will be investigated.

Dugout – on hold until a final decision is made concerning the track.

Safety audit issues

Parking spaces need to be numbered.

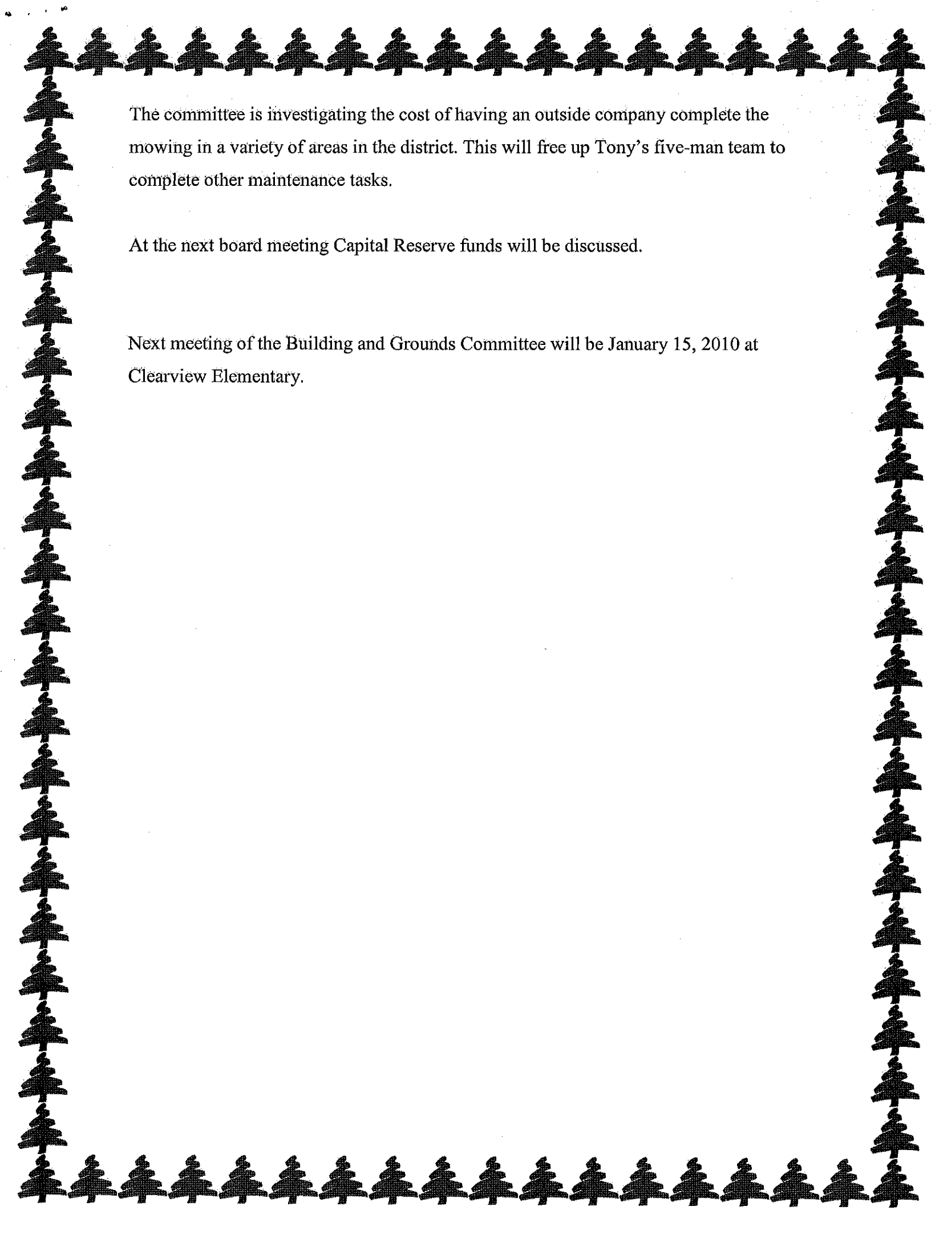
Exterior doors all need to be numbered / lettered – inside and out – this work will be completed by our maintenance staff in order to meet the requirements of the auditors.

Additions:

Mr. Smith would like to see the building power washed and sealed to prevent water seeping into the building in the future. This will also prevent erosion of the mortar if maintained.

Dr. Moyer will talk with representatives from Stock and Leader concerning the use of volunteers to help with maintenance items. It was suggested that we establish set days for volunteers to help. Volunteers will be supervised. Procedures will be developed for use of materials and supplies. We will survey our volunteers to determine particular strengths that could be of use for the completion of maintenance issues.

Mr. Bortner suggested that we categorize tasks: in house assignments, volunteer assistance and outsourced tasks.



The committee is investigating the cost of having an outside company complete the mowing in a variety of areas in the district. This will free up Tony's five-man team to complete other maintenance tasks.

At the next board meeting Capital Reserve funds will be discussed.

Next meeting of the Building and Grounds Committee will be January 15, 2010 at Clearview Elementary.