

Capital Project Committee Meeting Minutes

Monday, January 22, 2018

Members present: Brad Almeter, Josh Audsley, David Barber, Michelle Barber, Kelly Beitz, Paul Clark, Jeff Cusmano, Chris Day, Doug Ewert, Norbert Fuest, Brian Fugle, Candy George, Mike Jansma, Donna Kozlowski, John Librock, Ralph Marvin, Meaghan Matuszak, Eric Romesser, Jodi Rudgers, Becky Sphar, Melanie Toland-George, Kris Wicks
Members absent: Amanda Hofheins

Also in attendance: Paul Hedin (CPL), Steve Thorsell (CPL), Rick Henry (CPL), Karen Moon

- Mrs. Matuszak called the meeting to order at 6:00 pm.
- The committee was presented with additional information on the options that were discussed in the last meeting regarding the relocation of the Administrative Building.
 - Option 1: Moving the offices to the HS library and relocating the library to another location within the building.
 - Cost: \$705,000 (not including the cost to remodel space for the library)
 - The cost is less because the demolition is less (fewer walls to break down)
 - Option 2: Converting 6 classrooms in the North Wing of the HS into offices and relocating those classrooms to other rooms within the building
 - Cost: \$935,000 (not including the cost to move the classrooms)
 - Mrs. Matuszak, Mr. Barber, and the principals have been meeting with the architects to make a plan for the displaced rooms. The details of this plan are still being worked on but they are all in agreement that the move will be to the benefit of the departments involved. The classrooms will be comparable to the current size and they will remain grouped together. Once a more firm plan for the room move is made, that will be shared with the committee for discussion.
 - There is more demolition to do in this scenario and an air conditioning unit is needed
 - The plan at this point, is to keep the CSE rooms where they are currently located. Right now they are located in what is the equivalent of 2 classrooms, approximately 1,500 square feet. A request was made (by Melanie Toland-George) to explore the possibility of adding CSE to the new office area.
 - In both scenarios, we are renovating existing space and so both scenarios are completely aidable.

- Discussion about the current administrative building:
 - The building does not have a certificate of occupancy for it, it is not ADA accessible. The last project included investing money into the building to bring it to code; primarily it needs an elevator and restroom if it is to remain in use. Investment cost is estimated at approximately \$150,000 and it is not aidable.
 - In order to keep it for storage, it would need roof maintenance and some fire retardant actions taken. It also has several levels of steps making it less than ideal for storage
 - Selling the house is an option but we would not sell the land.
 - Paul Hedin mentioned the possibility of donating it to the fire department for training

- The group was polled and in consensus to move forward with the plan to move the administrative offices into the North Wing of the High School and demolish the current building

- Paul Hedin explained the results of the parking lot study and their recommendations:
 - The MS/HS plan included adding an island in front of the auditorium for gateway entrance and safer travel. This would change the spaces in this section from 142 to 149. It also included adding 2- 14" speed tables/"raised sidewalks" along the west side of the auditorium and proposed a 6' sidewalk running along the west side of the grass in front of the building.
 - The parent drop off loop plan created a specific and separate loop for drop off/pick up vehicles to drive in alongside the already existing bus loop. The entrance and exit to this loop are shared with the bus loop. The student traffic would need to be managed in this loop similar to how we handle other parking lots.
 - The elementary school plan would include moving the ADA parking from the current spaces by the island to ones closer to the building, replacing the relocated ADA parking with parallel parking spots for student drop off/pick up and extending the island to narrow the entrance/exits. The parking spots would increase from 94 to 106
 - The Department of Transportation will not allow a traffic light to be placed at the entrance to the HS/MS campus
 - Mr. Marvin requested that we consider a designated parking spot for the buses loading/unloading wheelchairs at the Elementary School Campus

- The committee was given an update on the land purchase previously discussed. Mrs. Matuszak informed us that the Board of Education approved the motion that the committee brought forth requesting permission for the district to start the process of looking into the acquisition of the vacant land adjacent to the HS/MS. She and Mr. Thompson have a meeting scheduled with the land owner.
 - Mr. Barber explained the map of the land in discussion. On the map provided, there is an image of a field on it but we may determine it useful for other purposes as well.
 - We have FEMA maps of the area that show the flood zones. The Baker Brook Creek goes through the woods and empties out to Stevens Dr/Laurel Dr. Our current fields are technically in a flood zone as well, though, we have never experienced flooding
 - As far as we know, none of the fields in consideration are in a wetland but Mr. Barber and Clark Patterson Lee will be confirming that.
 - Mr. Barber informed us that these maps are very old and quite possibly are before there was a pipe back there. Currently there is a 6' culvert pipe that runs through the railroad bed that controls the water flow in the area. He noted that when the area was flooded most recently, he inspected the land in discussion and there was no flooding.
 - The committee is charged with determining if we were to acquire the land, what we would use it for. The land has the potential to be used for multi-purposes, not just athletics, including use by our agricultural programs- forestry, planting crops
 - Karen Moon confirmed that they purchase of land is aidable as well, whether it is used to build on or not as long as it is tied to a project.

- Mrs. Matuszak and Mr. Barber received the Request for Proposal for a Construction Manager back from our attorneys. Once the review process is completed, it will be distributed for bidding and the interview process will begin.

- At the next meeting, we will discuss the repair and maintenance aspects of the projects, the Agriculture Program Component, and an update on the parking lots.

- Next meeting is February 5th, 2018 at 6:00 pm in the High School Library and a second meeting date was set for February 26th, 2018

- Meeting concluded