

Palmyra-Eagle Area School District
Building & Grounds Committee Meeting Minutes
Michael Eddy, Chairperson
Tuesday, April 11, 2023, 6:00 PM
P-E MS/HS - Community Center - 123 Burr Oak Street, Palmyra

- I. **Call to Order:** The meeting was called to order by Committee Chair, Michael Eddy, at 6:20 pm.
- II. **Roll Call** - quorum (2) of this committee required to proceed
 - A. Attended: Michael Eddy, Jean Reith and Zachary Rutkowski
 - B. Others Present: Doris Parsons, Mitzi Roscizewski, Krisitana Williams, Tara LeRoy, Rich Wagner - Building & Grounds Director, Todd Gray - Interim District Administrator, Traci Plotz - District Executive Assistant, Kari Timm - MS/HS Principal, Katie Robertson, EES Principal, KayLeigh Sockrider - Special Ed and Pupil Services Director
- III. **Discussion and Approval of Agenda:** The agenda was reviewed and approved.
- IV. **Agenda**
 - A. **Review March Meeting Minutes:** The minutes from the March 14, 2023 meeting were reviewed and approved.
 - B. **Discussion Regarding SP Complex Signage and Wayfinding Signage Update.:** Rich Wagner reported that the signs have been installed and look good.
 - C. **Discussion Regarding the Greenhouse Project Site Set-up Quotes Update.:** Rich Wagner reported that he is still trying to get additional quotes, as there were some changes to the plans/design. Building permit was applied for today. The redesign of the plans have now been approved by the building inspector/engineer. Kari Timm stated that she is in need of bids to create a ballpark budget, as we are stalled with fundraising.
 - D. **Discussion Regarding the PEASD Facilities Report: Administration to define what they intend to do with the information that was presented? for PES to open in 2023? Who owns the project? What needs to be done to do that? What is scheduled for 2024?:** It was reported that the Montessori School was looking at possibly using 4 classrooms and the specials rooms.
 - E. **Discussion Regarding Update on Middle School Gym Water Damage.:** Kari Timm reported that the gym was officially opened back up today. The floor is dry and patched. This summer the floor will need to be refinished. A claim has been made with the insurance company.
 - F. **Discussion and Review of Quotes for Paving the Standard Process Sports Complex Parking Area.:** The committee asked about the current maintenance schedule for the parking lot. It was reported that the lot is dragged each month which is a couple of hours work. It was also regravelled 3 years ago. The committee would like to look at the cost of gravel maintenance vs paving.
- V. **Next Meeting:** May 9, 2023 at 6:00 pm - MS/HS Community Center
- VI. **Adjourn:** The meeting was adjourned at 6:33 pm.

Respectfully Submitted,
Traci Plotz
District Executive Assistant