

**Palmyra-Eagle Area School District**  
**Building & Grounds Committee Meeting Minutes**  
**Michael Eddy, Chairperson**  
**Tuesday, May 9, 2023, 6:30 PM**  
**P-E MS/HS - Community Center - 123 Burr Oak Street, Palmyra**

All meetings are subject to Wisconsin Statutes - Open Meeting Laws (19.81-19.98)

"In compliance with Open Meeting Law, it is hereby posted that the following committees of the School Board of the Palmyra-Eagle Area School District will meet on the following dates and times. It is possible that a quorum may exist at one or more of the Board Committee meetings, as a Board member who is not an official member of a committee may attend. No Board action will be taken at any of the Committee Meetings."

- I. **Call to Order:** The meeting was called to order by Committee Chair, Michael Eddy, at 6:30 pm.
  
- II. **Roll Call** - quorum (2) of this committee required to proceed
  - A. Attended: Michael Eddy and Jean Reith
  - B. Absent: Zachary Rutkowski
  - C. Others Present: Doris Parsons, Kristiana Williams, Rich Wagner - Building & Grounds Director, Bill Lean - Building & Grounds, Todd Gray - Interim District Administrator, Katie Robertson - EES Principal, Caitlin Kirchner - Public Relations Specialist
  
- III. **Discussion and Approval of Agenda:** The agenda was reviewed and approved.
  
- IV. **Agenda**
  - A. **Review April Meeting Minutes:** The minutes from the April 11, 2023 meeting were reviewed and approved.
  - B. **Discussion Regarding the Greenhouse Project Site Set-up Quotes:** Rich Wagner reported that he is currently working through the bids that have been received. The committee discussed gas and water options as well as concrete.
  - C. **Discussion Regarding Getting PES Ready for 2023-2024 School year:** It was reported that two classrooms and a room for the infant program are underway, but that more information will come as the school is approved.
  - D. **Discussion Regarding Middle School Gym Floor Next Steps:** It was reported that bids were turned into the insurance company, who will make the final decision. Hoping to have it started before August 1st.
  - E. **Discussion Regarding Paving the Standard Process Sports Complex Parking Area:** It was reported that things are underway and are going smoothly once we are ready to begin.
  
- V. **Next Meeting:** June 13, 2023 at 6:00 pm - MS/HS Community Center
  
- VI. **Adjourn:** The meeting was adjourned at 6:42 pm.

Respectfully submitted,  
Caitlin Kirchner  
PR Specialist