

Palmyra-Eagle Area School District
Building & Grounds Committee Meeting Minutes
Michael Eddy, Chairperson
Tuesday, September 13, 2022, 6:00 PM
P-E MS/HS - MS Gym - 123 Burr Oak Street, Palmyra

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

- I. **Call to Order:** The meeting was called to order by Committee Chair, Michael Eddy at 6:00 pm.
- II. **Roll Call** - quorum (2) of this committee required to proceed
 - A. Attended - Michael Eddy and Zachary Rutkowski
 - B. Absent - Jean Reith
 - C. Others Present - Kristiana Willams, Doris Parsons, Mitzi Roscizewski, Rich Wagner - Building & Grounds Director, Bill Lean - Building & Grounds, Katie Robertson - Eagle Elementary Principal, Kari Timm - MS/HS Principal, KayLeigh Sockrider - Special Education Director, Brad Warner - Business Manager, Traci Plotz - District Administrative Assistant
- III. **Discussion and Approval of Agenda:** The agenda was reviewed and approved.
- IV. **Agenda**
 - A. **Review August Meeting Minutes:** The minutes from the August 9, 2022 meeting were reviewed and approved.
 - B. **Custodian Staffing Update:** Bill Lean reported that we are full at the High School and need one more person at the elementary school.
 - C. **Discussion Regarding Roof Consultant:** Rich is looking into a couple of different companies as roofing consultants. He has met with APEX and received a quote of \$1,000 for an initial assessment. He is waiting to hear back from another company yet.
 - D. **HS/MS Weight Room Update (Community Feedback, Flooring):** Quentin Cauffman reported that there is increased use with 22 community members utilizing the facility. We are still collecting flooring bids. The Athletic Boosters have committed \$10,000 to the update of the facility.
 - E. **PES Readiness Report Progress Update:** Consultant will be walking through next week. Hope to have a plan by October 1st.
 - F. **Special Education Van Update:** Brad Warner reported that is was sold for \$14,000. Money will go back into the Special Education Budget.
 - G. **Discussion Regarding Fall Sports Facilities and SP Complex Readiness:** Bill Lean reported that all is going well and planing to close up SP Park around September 20th.
 - H. **Update Regrading Bus Terminals:** Bill Lean reported that we installed receptacles for 4-5 buses at PES and 4 buses at EES.
- V. **Next Meeting:** October 11, 2022 at 6:00 pm - Community Center
- VI. **Adjourn:** The meeting was adjourned at 6:27 pm.

Respectfully Submitted,
Traci Plotz
District Administrative Assistant