

**North Boone Community Unit School District No. 200**  
**Minutes of the Joint Business and Facilities-Long Range**  
**Planning Committee Meeting**  
**North Boone District Office**  
6248 North Boone School Road  
Poplar Grove, IL 61065  
Tuesday, April 11, 2023  
6:00 p.m.

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order by Brian Haselhorst at 6:00 p.m. The following Committee members were present: Dr. Greenlee, Brian Haselhorst, Joe Haverly, Mary Maxey, Ed Mulholland, Nancy Shilling, Michael Zelek, Stacey Corder, Marc Eckmann, Angie Koch, Andrea Sowers, Tom Kinser (arrived at 6:02), Jim Nolen, Dean Schultz, Chad Cunningham and Sara Istad. The following Committee members were absent: Kelly Hanaman, Heather Walsh and Greg Stahler/Steve Cashman.

**AUDIENCE TO VISITORS**

*(none)*

**INTRODUCTION**

Dr. Greenlee introduced Stacey Corder, the new Executive Director of Business Services. She will be officially starting in July but will periodically be in the office and attending meetings between now and then until July.

**AGENDA REVISION**

Dr. Greenlee noted that there were a few revisions to the agenda. First, Audience to Visitors was added as well as a section for the Capron parking lot final numbers which were received this afternoon.

**HVAC PHASE II BIDS**

Dr. Greenlee stated that the bids for HVAC Phase II were received today at 2:30 p.m. A breakdown of these 5 bids were included in the members' packets. The bids ranged from \$812,000 up to \$944,000. These bids will now be thoroughly reviewed by Greg Stahler and an engineer. Once that is completed, they will meet with the bidders and make sure that everything is covered within the scope of work. An alternate additional bid was also provided for A/C condenser units to be included on the air handlers. This would give those areas air conditioning where they do not have at the moment.

Mr. Haselhorst inquired as to how far off these bids were from the budgeted amount? Dr. Zelek did state that the original budget for Phase II was \$654,000 which was built several years ago. Without the alternate, we are looking at being approximately \$158,000 over budget. At this point,

we do not have the final numbers for Phase I, but we do have the equipment on hand. These prices do align with the increase in labor rates that were being seen with Phase I. He does highly recommend adding on the alternate bid with the reason that if we were to add it later, that cost will rise significantly because of labor prices rising. If it is installed now, the rates are already included. The rise in the pricing is due to being delayed for a year and with the consideration to the state of the economy. The total amount going into this project in total ESSER funds is \$2,317,946 for both phases with the total, looking at just budgets is at \$2.4 million. The extra funding that would be needed would come from Operations & Maintenance or Capital Projects funds. If we were to rerun the numbers and come up with an updated budget, the numbers would reflect that with the economy. The equipment was held up for one year for Phase I which now, unfortunately is reflected in the labor costs.

This is just informational at this point until we get a recommendation from Greg Stahler. Mrs. Schilling inquired as the status of the Contracting service that was talked about to be the go between so that the projects would stay on budget. Dr. Greenlee does have that information to go to the Board meeting. That aspect has not yet been approved by the Board. We do not want to cut the scope of the work. There was much discussion about going over the budget and how we need to be transparent as to where the money is coming from and why.

Mr. Kinser asked if the committee will be recommending the alternate bid. There has been issues in the past with not coming through for air conditioning and do not feel it should be pushed aside. Should we do it with this work or later? If we do it now, the price will be less than in the future. Per Dr. Zelek, it will be built into next year's budget and it will be very transparent as to where it is coming from.

After some discussion, the majority of the committee agreed to add the alternate bids into the equation.

### **HVAC PHASE I UPDATE**

Per Dr. Greenlee, everything is prepped to be installed. As soon as school is out for the Summer, beginning on May 31<sup>st</sup>, Hartwig is ready to start the work. This is the largest project for the Summer. We are anticipating an approximate \$80,000 labor cost for this portion of the project.

### **SUMMER WORK UPDATE**

Dr. Greenlee stated that the majority of the work for the summer is the HVAC which is happening in 5 of the District's buildings. The only one that is not having work done is the High School.

The budgeted amount for summer work this year is \$400,000, all of which comes from sales tax revenue.

Jim Nolen proceeded to run down the list of work to be completed including:

- Multiple parking lots to be seal coated and repaired
- Gym floors that need to be wet scrubbed and resealed
- Painting in Poplar Grove Elementary, the Middle School and the High School
- Redo bathrooms at Capron in the lunchroom and at the Middle School

- Multiple buildings will have a tuck point sheet completed
- 2 exterior doors at Capron Elementary will be replaced
- Resheet the white storage building in front of the Middle School and clean it up
- Couple of bleacher boards that need to be replaced
- Add a new roof onto the Softball dugouts
- Fence repairs to various fields
- Repair some switches and panels at the football field
- Exterior concrete work at Manchester Elementary
- Sidewalks to be replaced at the Upper Elementary and Manchester Schools to make ADA compliant
- Door controls to be added at the Upper Elementary for ADA access
- Getting bids for epoxy quotes for the shop in the Bus Barn

Mrs. Schilling inquired as to what was being painted at the Middle School if it was interior or exterior. Mr. Nolen said it is interior but will be looking at the exterior as the tuck pointing is done.

A question was raised regarding the softball fields and if there were any plans to fix the flooding? Coaches are very concerned about this. At this point, it is not just a fix. It will most likely be a complete redo with the drainage. Dr. Zelek spoke with Glen Erickson from Erickson Engineering to review everything. He is going to come up with some field development plans on all of the fields. Mr. Erickson did walk all of the fields with Dr. Greenlee and Dr. Zelek over Spring Break. Hopefully we will have some concepts by the May meeting. At this point, this is at no charge. If the Board would like additional concepts that can be done. We will see what Mr. Erickson brings back to the District and continue from there.

### **BUDGET EXPENDITURES**

Dr. Zelek included the Budget Expenditures through March of 2023. He noted that Bond and Interest is the same as Debt Services and that Site and Construction is the same as Capital Projects.

### **TECHNOLOGY PURCHASES**

This is the time of year where we look into our technology rotation schedule and price out the purchases that are now needed. At this point in the rotation, we are looking at student Chromebooks, high school teacher Laptops and Smart TV's. Jerry Rudolph received pricing for purchasing these items from several different vendors. Dr. Zelek also received an estimate on leasing the Chromebooks and laptops. The positives of this leasing option is that once the lease is up, the company picks up all of the items and we receive a buyout price for each item received. We do not have to deal with the disposal like we do now. The lease is a 4-year term. They do wipe out the hard drives and do certify that it has been done when they are returned. It is possible that the interest rate would be lower at the end of the term depending on how much is received for remarketing rebate.

Currently, we are using the old Chromebooks for parts. Per Mr. Rudolph, we have a pretty large stock of parts on the shelf so if we were to go with the leasing, we are at a very good spot with extras. Laptops are currently recycled. There is also a \$1 buyout option. The estimated remarketing rebate at \$100 per laptop and \$15 per Chromebook is the lowest we would receive back. This could be higher depending on the condition. 4 years is the current lifecycle for these items.

What happens if the unit is damaged? We would lose the \$15 remarketing; however, the family is charged for damages to the unit.

A question was raised as to why leasing computers is a better option than leasing the phone system? The phone company would not take the phones back at the end of the lease. Also, the price for leasing the phones was substantially higher than the purchase price.

After some discussion, it was agreed to bring the lease option to the Board.

The Smart TV's are not part of the leasing agreement. Those would have to be purchased and the current lowest bid was from Howard at \$32,180 including the wires and the installation. These would then be updated until 2030/31 school year. This quote will be brought to the Board for approval.

### **ATHLETIC TRAINING SERVICES**

Dr. Greenlee has been working with both Aaron Sullivan and Jason Mamer Cox on getting bids from several Physical Therapy companies for a Physical Trainer. Most companies do not have the staffing needs to accommodate us. Due to this, it has been very hard to get quotes. Precision Sports Training did submit a proposal. This is the company that did come in this school year when Athletico discontinued services with us. We are waiting to get a quote from CORA Physical Therapy. The quote from Precision did include 2 options, one to continue at our current per hour agreement with a 3-hour minimum or to hire them as the official provider for a 3-year contract at \$90,000 per year with additional fees if needed over the summer. The strength and conditioning training is included in the \$90,000 bid. They do come highly recommended. They do design programs for the athletes. Dr. Greenlee will bring more information and any other bids that may be received to the next Board Meeting.

On that note, Mrs. Schilling did ask about a supposed crack in the weight room. Neither Mr. Eckmann nor Mr. Nolen have been informed about a crack but will check into it.

Mr. Haverly did also ask if we are possibly thinking of hiring our own on staff trainer. This is something that might be considered.

### **TRANSPORTATION PURCHASES**

Per Dr. Greenlee, there are 3 buses that are to be rotated out this year. The supply of used buses is very limited at the moment. There are no buses coming back on leases this year. Because of this, he would like to trade bus 71 in, which is a 2016 with 58,500 miles on it and is outside the reimbursement window, and get an activity bus. Midwest Transit does have one, the Co-op and

our other distributor have not yet come back with any inventory. The bus that we would be looking into is a 2018 with approximately 35,000 miles on it priced at \$69,466. We are still hoping to receive another quote. MTE is currently holding the bus for us, pending Board approval. We do not yet have a trade in quote for our bus. A CDL is not required to drive one of these buses. Coaches and teachers are able to drive these. This will give us more flexibility with drivers. It was agreed to bring the activity bus to the April Board meeting.

The District also has a black minivan that is a 2008 with a lot of rust and approximately 175,000 miles on it. It is time to upgrade it. We received a quote for transit vans (they are a little larger than a minivan and can seat up to 15), however, Dr. Greenlee spoke with both the District's attorney and our liability insurance company, and they go off the definition of what the State of Illinois terms these as. Unfortunately, because they seat over 11 people, they are now termed a "bus". There were a lot of rules and regulations that pertained to them. We would not be able to limit the number of riders, as it is deemed a bus due to the labeled number of passengers. Due to this, Dr. Greenlee will be going back to look into Suburbans, minivans and Yukons for more information on these. This will be tabled until he is able to obtain more quotes.

### **CAPRON PARKING LOT FINAL NUMBERS**

Dr. Greenlee stated the final numbers for the Capron Parking Lot have been received. The change order package will be coming shortly. Due to the extra soil removal, compression, extra tilling and drying due to storms, we did have an overage of \$43,411.95.

Mrs. Schilling did inquire as to any plans to complete the berm, perhaps some prairie plants to make it more appealing? There will be some quotes coming in.

### **OTHER ITEMS FOR DISCUSSION**

A few extra items from Dr. Greenlee:

- Kari Neri is going to be bringing a literacy adoption to the May 10<sup>th</sup> Curriculum meeting.
- Our Health insurance renewal meeting is coming up shortly. Currently there is an 11% increase, but the company will be coming back to us with a lower bid, hopefully.
- At the administrative level, there has been much discussion in regards to the large number of children that are being screened for Pre-K for next year. Dr. Greenlee is thinking that we may benefit from opening up a third Pre-K classroom. This class would be staffed from within and still held in Capron. This would open up another morning and another afternoon session. They also have discussed enrollment for all students.

Mrs. Schilling brought up a concern about communication for the community. There is a newsletter that is coming out within a week that will be send out quarterly to all community members. Perhaps we can publish that more often? We do currently use social media however, there are older members that do not use social media. Possibly use a school messenger with an opt out email option? If you have any suggestions, Dr. Greenlee asked that you let him know and we will definitely work on this.

**ANNOUNCEMENTS**

*(none)*

**ADJOURNMENT**

The meeting adjourned at 7:16 p.m.

Submitted by:

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Brian Haselhorst, Chair