

**PHYSICAL PLANTS AND FACILITIES COMMITTEE
MINUTES**

JANUARY 27, 2025

6:00 P.M. FOLLOWING CURRICULUM, INSTRUCTION & TECHNOLOGY COMMITTEE
CENTRAL ADMINISTRATIVE OFFICES, BOARD ROOM

COMMITTEE MEMBERS PRESENT:

Ms. Stephanie Snell – Chairperson Pro Tempore
Mr. Daniel Sullivan
Ms. Tammi Holden

COMMITTEE MEMBERS ABSENT:

Mr. Cody Brown

OTHERS PRESENT:

Mr. Kevin Lindvay	Ms. Patricia Hawley-Mead	Mr. Adam VanOrd
Mr. Paul Mangione	Ms. Liz Kent	Ms. Amy Stimmell
Ms. Mary Passinger	Ms. Lynn Shultz	Mr. Joshua Vincent
Mr. John Wortman	Ms. Taylor Trisket	Ms. Kim Yourchisin
Mr. Gary Weber	Mr. Rick Gignac	Ms. Kylie Harris
Mr. Eric Mineweaser	Ms. Jennifer Dilks	Mr. Shawn Bedow
Mr. Jim Grosch	Mr. David Undercoffer	Ms. Shelly Wagner
Mr. Mike Kiehl	Ms. Brian Hagberg	

Approximately 83 members of the public were present.

1.0 Opening Activities

1.1 Call to Order

The meeting was called to order at 6:53 p.m.

1.2 Public Comment

There was no public comment.

2.0 Old Business

There was no old business to discuss.

3.0 New Business

There was no new business to discuss.

4.0 Informational Items

4.1 Work Order Reports – Mr. David Undercoffer briefly went over the workorder report to help provide the board with some insight into daily maintenance operations. The December report showed 100 work order requests were submitted but does not account for the preventative or behind the scenes maintenance, which is a fraction of the work the maintenance department does. A board member asked if the heating and air category is the departments ventilation and heating and cool is the heating? Mr. David Undercoffer explained the work order system needs streamlining to improve how requests are categorized, particularly for HVAC-related issues. The classification depends on how the teacher or employee submits the request, which can impact how it is processed.

4.3 Waste Disposal and Recycling Services - Mr. David Undercoffer explained the current five-year waste disposal contract is ending, and the bidding process is opening. There was limited interest in previous bids, especially for remote areas, so he is just trying to get the information out to get interested bidders.

4.4. Other

There was no other to discuss.

5.0 Other

There was no other to discuss

6.0 Closing Activities

6.1 Next Meeting Date - Monday, February 24, 2025 @ 6:00 p.m.

6.2 Executive Session – There was no Executive Session

6.3 Adjournment at 6:55 p.m.

Respectfully Submitted,

Tracey Josephson, Secretary
Physical Plant and Facilities Committee