



School District of Manawa

Building & Grounds COMMITTEE MEETING

*Manawa School District Office - Board Room
800 Beech Street, Manawa WI
(920)596-2525*

Wednesday, October 11, 2023

- ❖ **CALL TO ORDER** at 5:15 p.m.
- ❖ **PLEDGE OF ALLEGIANCE** recited
- ❖ **ROLL CALL** - Committee members present: Griffin (C), Jepson, & Riske
- ❖ **COMPLIANCE WITH OPEN MEETING LAW NOTIFICATION** [*§19.84(2) Wis. Stats.*] verified by DBA Peterson
- ❖ **AGENDA**
 1. **Fall District Tour** was arranged by DBA Peterson. He will schedule such tours twice per year. This was not the tour of all SDM storage facilities that was requested by Jepson.
 - a. Garage behind the MS/HS was locked and inaccessible during the tour.
 - b. Justin Meidam Memorial building
 - i. Overhead door may have been unlocked at the time of the tour
 - ii. There is no water for concessions
 - iii. FB field line markers and other FB items were piled in the west end of the building, including against the electrical panels causing a safety violation. They must be moved immediately. Signage for electrical panel clearance?
 - c. Ticket Booth
 - i. Does not have lights - issue for FB games
 - ii. Is not fully enclosed - flooring exposed to rain/snow
 - d. New storage cages - Only 3 of them are being used, others are empty
 - e. Music/Drama cages not being used - items still a mess in the MS wrestling area
 - f. FB storage area
 - i. Old upholstered chair and Christmas lights must be removed
 - ii. Area must be kept organized - even during the FB season
 - g. HVAC room/Maintenance closet west of gym
 - i. Oil-based paints must be stored in an OSHA-approved fireproof cabinet
 - ii. Disposition of old stage - donate?
 - h. Emergency exit hallway on west end of gym
 - i. Safety violation as it cannot be used for emergency exit due to stored items
 - ii. Fire extinguisher was blocked
 - i. FACE room - evaluate effective use of space (old equipment, storage, etc.)
 - j. Locking corridor doors and MS bathroom renovations may be added to the Long Term Capital Improvements List



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2. Long Term Capital Improvements Plan

The SDM Capital Improvements List is not current and needs to be revised. It will be referenced and revised as part of the BOE strategic planning meeting/process which will be scheduled ASAP.

3. Preferred Vendor List

There is a SDM Preferred Vendor List on file. It will be reviewed/revised by DBM Peterson and District Administration.

4. MS/HS Gymnasium - Public Address System

- a. Quotes were requested from four (4) vendors
- b. Amplify was the only vendor to quote all items as requested. Dean Marzofka is very satisfied with Amplify's attention to, and their response to, his request.
- c. Motion by Jepson to hire Amplify for the gymnasium PA system per their quote. Second by Riske. Motion carried

5. Elementary School - Public Address System

- a. Per Dean Marzofka, this PA system functions adequately but will need to be replaced in the future
- b. Motion by Jepson to table the Elementary gymnasium PA system and add it to the Long Term Capital Improvements List. Second by Riske. Motion carried.

6. SDM Shed Project

- a. Two quotes have been received, however they are not even for the same size building. Further quotes are needed once we identify our exact storage needs.
- b. Motion made by Riske, second by Jepson, to proceed with an RFQ for a storage shed.

❖ FUTURE MEETING AGENDA ITEMS & MEETING DATES/TIMES

Next B&G Committee Meeting is scheduled for 5:15 p.m. on Wednesday, 11-8-23.

❖ MEETING ADJOURNED at 7:00 p.m.