

# Hustisford School District

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**Heather Cramer**

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MS/HS Principal

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**Heather Cramer**

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## **Buildings and Grounds Committee Meeting Minutes of Monday, June 5, 2023**

The **Buildings and Grounds Committee** of the Hustisford School District Board of Education met on Monday, June 5, 2023, at 4:00 p.m., in the office conference room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

**Present:** John Bohonek, Chair; Kevin Muche, member; Clint Bushey, MS/HS Principal; and Heather Cramer, District Administrator

### New Business:

- **Maintenance Update**—One of the boilers at JHE is having some issues. The system is also not working together between the air conditioning and the boiler system. This will be addressed during a regular maintenance visit with Bassett. There is an issue with the main air handler at the HS. Bassett will be coming out for maintenance on this issue. Summer Cleaning is underway. There was flooring damage in the HS science room that got replaced. The HS is the first building on the cleaning schedule. JHE will follow once July summer school has wrapped up.
- **Facility Planning**—The committee discussed the next direction for the district. The committee discussed a survey of the community and what that may look like.
- **Summer Projects and Planning**—Property Insurance Inspection, Gym Floor Refinish and other projects—Mrs. Cramer provided updates on the Gym Floor refinish scheduled for June 14. She also indicated that on June 15 there is a property insurance inspection that will be conducted. Mrs. Cramer reached out to the paving company used by the district and is waiting to hear what they feel needs to be done in regards to lots and drives for the summer.
- **Grounds Projects and Planning**—There is some foundation work that needs to be completed at the HS. This is something that the maintenance team will work on in July. They will also be doing some window caulking in both buildings. We continue to monitor the drain tile from the football/soccer field. However, due to dry conditions, we have not had issues recently.
- **HVAC Update**—Mrs. Cramer updated that we have received the condition report for both buildings. She also updated that Bassett updated some quotes on equipment. The district received the quote for the AC fix for the technology department. Mrs. Cramer also indicated that they will be completing work on the air handler at JHE that is not functioning. A new motor and 3 overload heaters are being replaced.
- **Capital Improvement Plan and Fund 46**—Mrs. Cramer provided the committee with a preliminary CIP. This plan will be used moving forward in the adoption and establishment of Fund 46. The district will start this fund this year.