

# Hustisford School District

**District Office**

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Hustisford, WI 53034  
(920) 349-8109

**Heather Cramer**

District Administrator

**John Kiefer**

Director Financial Services

**Jr./Sr. High School**

845 S. Lake St. · P.O. Box 326  
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(920) 349-3261

**Clint Bushey**

Principal

**John Hustis Elementary**

600 S. Hustis. St · P.O. Box 386  
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**Margaret Bell**

Principal

**Terri Kreitzman**

Director of Special Education

## Buildings and Grounds Committee Meeting Minutes of Monday, March 4, 2019

The **Buildings and Grounds Committee** of the Hustisford School District Board of Education met on Monday, March 4, 2019, 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; Kris Roeseler, District Maintenance Coordinator; John Kiefer, Financial Manager; and Heather Cramer, District Administrator

**Absent:** Steve Weinheimer, Member

### New Business:

- Update Kris Roeseler—Maintenance projects and schedule—Mr. Roeseler updated the committee on the various tasks currently being worked on or completed over the past month. He updated on the numerous snow removal times that he tended to. He updated on the event prep that has been ongoing. He updated the committee on the absences of staff members and the effect that it is having on projects throughout the district. He updated on HVAC issues at the HS. Johnson Controls was called to help fix the issues with the system at the HS. He also updated on an issue with an oven in the kitchen. The issue was resolved but included a wiring issue.
- Unesco Update/Discussion: Mr. Bohonek and Mrs. Cramer will work to set up a time to meet with Unesco about survey results from the meeting in February.
- Summer Maintenance Schedule/Projects—Mr. Kiefer provided a list of potential projects for the summer. Several projects are dependent on funding but some are already budgeted and the next step is scheduling them for approval. The custodial staff is in need of a new scrubber for JHE, the other scrubber is old and not working at the time. It is the recommendation of the committee to seek board approval for a scrubber for the HS that will send the HS scrubber to JHE. The committee talked about flooring projects and door projects at JHE. The committee also discussed painting the art room floor and storage room floor in the kitchen at the HS. The committee discussed gym floor refinishing and bleacher replacement at the HS as well. There were several painting projects that were discussed in both buildings. There was also discussion on the air handling unit in the tech Ed department and the needs for repair on the system. Ceiling tile replacement in both buildings was discussed.
- Gym Floor Information—Mrs. Cramer updated the committee on the bids for the gym floor. There was only one bid in currently at the time of the meeting. She was seeking three other bids as well.
- Bleacher Bids—Mrs. Cramer updated that the bleacher bids are taking a bit longer to secure than the floor bids. She has three companies coming in for the bidding process.
- Custodial Staffing—Mrs. Cramer updated the committee on the various staffing issues within the custodial department. There are days that they are significantly short-handed. The committee feels that it should be discussed to replace the 4hour position hired for last year.
- Mark Born Visit March 22, 2019—Mark Born will be in the district on March 22 at 9:45 to meet with the admin team and interested board members.