

MINUTES OF THE SPECIAL BOARD MEETING
BOARD OF TRUSTEES OF JT. SCHOOL DISTRICT NO. 151
THURSDAY FEBRUARY 11, 2021 AT 4:00 P.M.
VIA ZOOM ONLINE MEETING ONLY

BOARD MEMBERS: Heber Loughmiller Zone 5, Chairman
Jeff Rasmussen Zone 2, Vice-Chairman
Ryan Cranney Zone 1,
Darin Moon Zone 3
Bruce Thompson Zone 4

ADMINISTRATORS: James Shank Superintendent
Sandra Miller Assistant Superintendent

LEGAL ADVISOR: Lance Loveland (or representative from the law firm of Parsons, Smith
Stone, Loveland, & Shirley LLC.) (Excused)

TREASURER: Chris James

CLERK: Pam Teeter (Excused)

PUBLIC RELATIONS: Debbie Critchfield

NEWS/MEDIA:

Chairman Loughmiller called this meeting to order.

SPECIAL BOARD MEETING: (4:00 p.m.) Motion by Ryan Cranney and seconded by Bruce Thompson to go into Open Session Board meeting. Voting Aye: Jeff Rasmussen, Ryan Cranney, Bruce Thompson, Darin Moon, Heber Loughmiller; motion carried.

PRESENT: Chairman Heber Loughmiller, Vice Chairman Jeff Rasmussen, Trustees Ryan Cranney, Bruce Thompson, Darin Moon, Superintendent James Shank, Assistant Superintendent Sandra Miller, Fiscal Manager/Treasurer Chris James

GUESTS: Scott Prow

ACTION ITEM:

ADDENDUM TO THE ABM CONTRACT, GROUNDS: Chairman Loughmiller requested Superintendent Shank address the Board with this item.

Superintendent Shank took a moment to thank the Board of Trustees for the opportunity to have this special meeting this evening to discuss the ABM contract and the addendum to it specific to grounds. He stated that there have been a few discussions about the grounds and the need to augment services there since last summer. There have been many concerns expressed how it is that we are keeping up and can

there be a means to improve that. The last few months there has been some work put in around this and we have a contract before you, the Board for consideration.

It is of interest to all of us to ensure our grounds and facilities look good on the outside and he knows there is a desire to improve that.

Superintendent Shank asked Fiscal Manager/Treasurer James to walk through the money because he believes that is a concern of how much this will cost, what we will receive in services and also, what needs to be done.

Mr. James started by giving some background, it was asked by the Board of Trustees last fall of what it would look like to expand our program. This was about a year into the contract with the grounds and custodial maintenance with ABM. The program was originally quoted and priced mirroring the program we had which was basically one (1) year-round grounds person and four (4) seasonal people. That is what we had historically and that is what ABM priced the program around.

Mr. James stated the proposal here today, which he believes makes sense was presented the first part of January. There were some questions and clarification that we went through on that so it took some time. We didn't get that to the Board at the last Board meeting in January but there is some urgency now, if we are deciding to go with this proposal because it will involve ordering some equipment which is four to six weeks out and then, posting for jobs and getting those people hired before the grounds season really ramps up. This is the reason for the urgency in considering this, if that is the desire to move forward so we are not behind the "eight-ball".

Mr. James continued saying that financially, this will be a significant increase to the grounds program. It would essentially, double the seasonal crew which would allow them to have two (2) mowing crews. That would accomplish what they believe are the needs of the schools.

Mr. James stated he has heard from the schools that they feel like the grass on the athletic fields could be shorter. And, to accomplish that, we are proposing to mow that twice a week to maintain it at the 2-inch playing field so it will be at that for the practices and the games with the amount of schools and acreage that we have to do all the trimming and edging properly. We have in the past just barely had enough time in the week to get the mowing done and not do a lot of extra (i.e. weed spraying, etc.) so this will allow the crews to do that. There is some additional equipment to pick up trash around the edges of fields and things like that, as well.

The other thing this contract would tackle is the irrigation. He stated this has always been a struggle but last year it was even more of a struggle with several main line breaks, a lot of heads that had to be replaced and a lot of the systems are still manual so our goal is to get them all automated and functioning properly. We feel like it makes sense to have a full-time irrigation specialist and a seasonal helper to take some of the burden off of custodians and maintenance crews as far as the sprinklers go. In the off-season that full-time person would assist with plumbing and maintenance repairs.

This is the proposal that they (ABM) are presenting that they feel would meet all the needs of the district. We are in a favorable position. He stated he knows the District has experienced some budget cuts but the Governor and the State Superintendent are proposing some budget increases for next year. There's around 2.27% increase in discretionary funds which would help with a proposal like this. Also, we have built into the plant facility levy a \$100K increase for next year and that could be earmarked for this. We typically spend a very small portion of the plant facility funds on landscaping but Mr. James feels we have a good idea of those expenditures now that everything is preventative maintenance. We have been able to take

care of those issues without a lot of big expenditures. He feels it might be an appropriate time to key up and focus on some landscaping and earmark some of that to improve the curb appeal of the facilities.

Mr. James stated we have money. The budget has not been set for next year. That is the process we are going through right now so if this is your desire we would earmark a placeholder for this and that is one place it should be earmarked.

Superintendent Shank stated that is one of the concerns of how will we pay for the increase and we are not taking on too much of a contract increase that we cannot afford it. Looking ahead, Superintendent Shank stated it appears to be affordable. Given the nature of where it is with grounds, he believes it is appropriate. We do so because there was quite a bit of concern last summer from the Board of Trustees.

Superintendent Shank stated if the Board of Trustees is looking for a recommendation from him, they have it. He believes it is the right thing to do. He believes we are in a better position than where we've been in terms of maintenance and this is probably the next step and he believes that it's a good step.

Chairman Loughmiller opened the floor for questions if the Board members have questions of Mr. Thomas from ABM.

Trustee Cranney clarified that the document before him reflects what the changes would be to the contract to which Mr. James stated that this is just a proposal and he will work up the contract language. It does not and will not extend the initial contract the District has signed with ABM. He reminded the Board of Trustees the initial contract was for three (3) years with an optional renewal for two additional years so it doesn't change the length of the contract. It would just be an addendum to the existing contract.

Trustee Thompson asked Mr. Thomas if everything is spelled out in here for example: something that needs to be done that you've not identified, it will be done in this contract to which Mr. Thomas confirmed it would. Mr. Thomas stated he designed the program and the schedules that go with it based on the input from the District. He gave them the entire standard manual and told them to pick and choose what levels they desired and received feedback from them and then, designed the program around what they chose.

Trustee Moon asked for confirmation that all the sprinkler system fixes are included in this \$280K to which Mr. Thomas stated that will not fix all the sprinklers. We will have a dedicated person and a seasonal person to work on them. Mr. Moon clarified with this statement, "To chip away at them." To which Mr. Thomas confirmed. He then stated that it pales in comparison to what they have already done. These are the issues we know are unresolved from last year.

Mr. James stated any replacement or overhaul of the system would be on the District. That is not priced into the proposal. This is more for repairs and existing issues. Mr. Thomas stated he would love to get everything automated because they will be a lot more efficient. The only thing we have to do for sure is the State has a new mandate regarding backflow with everything above ground and we have to do those. We will do all the pipe work, get everything above ground, and get it ready to go in. The idea is to get the full-time grounds person a backflow certification and then, he can handle it. Then, we will eliminate the third party.

Trustee Moon clarified that all these items you (Mr. Thomas) are going to do this year to which Mr. Thomas stated these are just things that need to be done. Mr. Moon asked him how long it will take to get through these things to which Mr. Thomas stated he is unsure as there are other things that will come up that need to be worked on also. He feels this summer he will have a large portion of it taken care of with the following summer it will definitely be completed.

Trustee Cranney stated hypothetically, a couple of sites needs a frequency drive and pump, what will be included in this contract with ABM and what would be on the school district bill to which Mr. Thomas stated it depends upon the price structure. Right now, if anything and it was \$2,000 dollars then, the school district pays for it but ABM does have a robust maintenance budget for you. He stated he and Chris picks and chooses what he (Chris) wants us to pay for and what we are asking him to pay for and it just depends where it is going to come out. Mr. Thomas gave an example: let's say it was \$4,000 and Chris wants to pay the \$2,000, then we would pay the other \$2,000 if that's what we agreed on. Generally, what it comes to if it is larger priced items, I bring every quote that I have and then, he either decides if he is going to pay for it, do it together or we take care of it. At the end of the day, your maintenance budget is a fixed amount of money. When the money is gone, the District is completely responsible for everything thereafter.

Chairman Loughmiller stated that sometimes things are done in every community because we do not want anyone to feel left but we don't really ever get anything done. Do we just need to go to one school (i.e. Oakley) this year then, next year we will go to Declo or a Burley school to which Mr. Thomas stated that he cannot answer that for sure because it's going to be what systems are going to be prioritized by what is the worst problem. The worst problems are going to be fixed first. If it is a safety or security issue that gets more traction than anything else. That is where we will spend dollars first then, we move our way down the list. If it is simply installing a clock, although it's inexpensive to install the clock it will be moved down until the following year. Chairman Loughmiller stated to Mr. Thomas that with the irrigation specialist we are hoping that the clock will be installed quicker because in the summer time it is his/her primary job. Mr. Thomas stated that is what he will be doing from March until the end of October. Irrigation and irrigation alone with a helper who will go with him. We will have two people dedicated solely to irrigation. We will supplement with maintenance and we will supplement with a custodian. If it is just a head issue then we will let the head custodian go out and change the heads. If it gets into main lines etc. we have to bring maintenance in so we can get it done.

Trustee Cranney questioned if it is the custodian's duty to take care the manual pumps to which Mr. Thomas stated if they are being turned off or on, custodians do that but not repairing them. We have two (2) third-party companies that we work with when it comes to plumbing systems unless, it's something we can handle ourselves.

Mr. James stated it does take away from the other custodial duties having them go out and turn the sprinklers off and on and that leads to other getting overwatered or under watered because it's all manual.

Mr. Thomas stated that he and Mr. James talked last year about doing a retractable reel and seeing how that would work out. The place that would go would be Raft River. That system needs some help. And, it would save all kinds of time. If they dispense with the booster pump, which he feels is not needed as there is enough pressure out to the football field it would cost around \$7,000. If that works out, he believes everyone is going to want one, too. Chairman Loughmiller asked him how much that would cost to which Mr. Thomas stated around \$7,000 without a booster pump.

Chairman Loughmiller questioned when we are spending an additional \$280K additional dollars (he understands there are equipment purchases and different items) at the end of the season are we going to see measurable differences (fence lines have been sprayed better for weeds, drives look better, etc.) to which Mr. Thomas stated he is unsure if the equipment is included in their packet but the equipment is top of the line (Smith equipment). In addition, ABM would like to relieve the burden on the custodians, so we are also, going to purchase a billy goat (a self-propelled machine back end that reduces volume 12 to 1). This is used to clean fence lines. Also, as part of that there is going to be a sweep start. It will go on the football field every time that it's mowed. It's geared toward the sports fields. It will thatch each and

every time the machine goes onto the field. It can also be used in the regular turf areas around the school when it isn't used on the field.

Trustee Moon asked about the fertilizer application to which Mr. Thomas stated the first application which is going to occur early in the spring is going to include a pre-emergent, a post-emergent and a liquid fertilizer. Based on what the kill is on that they may need to do a second spray which is primarily for broad leaf with 2,4-D. After that it will be pelletized. Then in the fall they will do another granular to enhance the root system of the turf, before the snow.

Trustee Moon questioned who replaced sprinkler heads to which Mr. Thomas stated it may be the custodian if they have time to do it otherwise, the grounds crew will do it when they are on site. If they cannot do then it will fall back to maintenance. Mr. Moon asked Mr. Thomas if he has a process in line of the urgency to replace the broken sprinkler head quickly, to which Mr. Thomas stated "quickly" means within 48 hours after we know about it. Mr. Thomas noted that there is a supply of heads stored at the schools but the irrigation person will be the first to take care of this.

Chairman Loughmiller questioned Mr. Thomas with a hypothetical question of: A community member drives by and he/she keeps seeing the same brown spot on the school property. Who should they contact? Mr. Thomas stated the quickest thing to do is contact the head custodian of that school or someone associated with that building so they can go out, take a look and verify what that is and then, they can start the next process of the chain. Mr. Loughmiller asked for a list of those names of zone managers and the head custodian for each school because they (the Board members) are getting the calls. Superintendent Shank stated that Maintenance can email that list to him and he will get it to the Board members.

Superintendent Shank questioned Mr. Thomas regarding the harder projects to do like the Declo irrigation pump and what is his vision of dealing with that to which Mr. Thomas stated his vision is where it is going to fall in the priority. He guarantees Superintendent Shank Declo thinks they are the only school with issues; however, when it comes to prioritizing everything we do here is all based on money. How much of it do we have and how much can we do with what we have, that's how we deal with it. It will form its own hierarchy once that occurs. Mr. Thomas stated he wants the input from the principals as they are there at their schools and they see it all the time. He absolutely wants their input but at the end of the day when we get ready to get it done, he wants it done correctly the first time.

Mr. Thomas stated he is holding the contractors accountable on their jobs. They will not be paid until his people can go out and verify the job was done correctly.

Again, Chairman Loughmiller questioned if we will see a marked improvement by the end of this fall to which Mr. Thomas stated he is certainly not going to tell him no. The Board will see a marked improvement. You will see exactly what you asked for. You asked that the first year if everything can be green and with no weeds, you will be very happy. I guarantee you will be happy.

Trustee Moon questioned if the coaches go to Mr. Thomas and tell him they want the grass mowed shorter. Mr. Thomas stated the turf should be cut at 2 inches and that is where it should be. We will maintain it at any level you want. It becomes cumbersome and expensive when we have to continue lowering the grass level. Mr. Moon stated he would go with two inches but if coaches come to him (Mr. Thomas) and ask him to lower the grass level he wants to make sure Mr. Thomas would make that happen. Trustee Thompson stated that request should not come from the coaches it should come from the administration or the AD. Mr. Moon stated he is asking the question because he knows there are those who like it shorter.

Trustee Moon wants there to be improvement that will be noticeable when we have spent \$280K dollars. That people can see the improvement and that it matches the money. Chairman Loughmiller wants our investment to match the pride of the community.

MOTION(S): Motion by Bruce Thompson and seconded by Ryan Cranney to approve the addendum to the ABM Contract specific to grounds work. Voting Aye: Rasmussen, Cranney, Thompson, Moon, Loughmiller; motion carried.

ADJOURN: (4:37 p.m.) Motion by Ryan Cranney and seconded by Jeff Rasmussen to adjourn the meeting. Voting Aye: Rasmussen, Cranney, Thompson, Moon, Loughmiller; motion carried.

Heber Loughmiller, Board Chairman

Pamela Teeter, Board Clerk

