

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT**  
**BUILDING AND GROUNDS MEETING MINUTES**  
**September 9, 2019**

Attending: Nancy House, Wend Planicka, Chris Hamm, George Lucas, Jeff Johnson,  
Brian Rabe and Brenda Carter

1. **August Meeting Minute Approval-** Minutes were approved by Jeff Johnson, Nancy House, George Lucas and Chris Hamm
  
2. **South Update-** We are currently under a \$745,000.00 contract and they want an extension of five months and are willing to put down \$15,000.00 which is non-refundable and \$5,000.00 each month until they can come to an agreement in the next five months. They have been under contract already for 14 months. The current contract is up on 9/16. Jeff is meeting with Cincinnati Waldorf tomorrow (9/10) for a walk thru. Jeff also received a call from Micheal Haines who wants to talk. Jeff has no recommendation right now, he would like to respond to the extension by Friday 9/13.
  
3. **Elementary Roof Project-** Jeff wants the SHP contract to be taken to the Board for approval on the 19th, he will be out of town. The contract is for \$177,000.00 for the A/E Services. It would be one design for all four buildings. Any project over \$50,000.00 has to be bid. SHP would handle not only the design but the drawings, Bid process, be on site , review the bid package, develop the advertising, letter of recommendation, review the submittals, get plans to the county etc. Jeff had TruCraft take a look and give some budgets on the material costs - SHP agreed with the numbers TruCraft gave. We are looking at two buildings in the summer of 2020 and two buildings in 2021. The standing metal seam roof life cycle will likely make it cost less than modified asphalt shingles and the maintenance costs would be lower also. Brian Rabe talked about the 034 fund and ½ a mill goes into this fund each year for maintenance of OFCC projects (not per building). We can draw from the 034 fund for the roofs and the balance from the general fund. We are in a good position now to do some single projects without affecting our five year forecast numbers.

Goal is to bid in February - March. Early in the year you get better bids.  
Get the paperwork done and materials ordered to start when school is out.

4. **Transportation Update-** Things are getting better, less complaints/issues. Petermann is dedicating the regional manager, Jim Ring ⅓ to ½ of each day to Milford to help monitor and direct the department. They have hired a retired general manager to work three days a week as a mentor. Starting the week of

September 23rd we will have weekly meetings with Petermann to stay on top of things. Milford will hire a full time router and this will be no additional cost. May - Sept. will be busy and the other months will allow time for training on customer service and working with parents. Drivers are reporting back that non public riders are low. Oct.-Nov. we will have the state timings for anything 30 minutes away. Jeff will be riding the bus for timings and any parent that requests can ride also, with the ODE representative riding as well. There will be a clear policy by next spring.

5. **Business Advisory Council-** Nancy spoke about the BAC. Finding dedicated people is difficult. We are already doing the Work Readiness Program through Clermont County. She believes we should join with Clermont County's BAC. When needed we can setup ad hoc superintendent committees that are dedicated and have a focus, ie. Transportation.