

**Building and Grounds Committee**  
**January 21, 2021 4:30 PM**  
Central Services Board Room

1. Call to Order - Mr. Robert Safdie
2. Moment of Silence and Pledge - Mr. Robert Safdie
3. Approval of Committee Minutes
4. Martin Elementary Crosswalk
5. Other Discussion
6. Adjournment

## Building and Grounds Committee Meeting

November 10, 2020

Central Services Board Room

The Building and Grounds committee met on Tuesday, November 10, 2020 in the Central Services Board Room and electronically with Zoom where Mr. Jim Inman called the meeting to order at the approximate hour of 4:00 p.m. He welcomed everyone to the meeting and appreciated everyone for attending.

Mr. Jim Inman, District 1  
Mr. Robert Safdie, District 2  
Mrs. Mary Kington, Maintenance Supervisor  
Mrs. Kacee Harris, CFO

Ms. Shirley Parris, District 3  
Ms. Anita Hale, District 4  
Mr. Kim Chamberlin, Uplands Design Group  
Mrs. Stephanie Barnes, Phoenix Principal

1. Call to Order, Mr. Jim Inman
2. Moment of Silence and Pledge, Mr. Jim Inman
3. Approval of Committee Minutes. September 29, 2020 Boston made a motion to approve

**VOICE VOTE:** Parris (mover-yes)  
Safdie (seconder-yes)  
All Ayes

**MOTION** Carried unanimously

4. Election of Committee Chairman  
Parris nominated Mr. Robert Safdie.

**VOICE VOTE:** Parris (mover-yes)  
Inman (seconder-yes)  
All Ayes

**MOTION** Carried unanimously

5. Martin Elementary Renovation Update  
Inman said, "Mr. Chamberlin has joined us, and I will let him speak." Chamberlin said, "Just an update, we have just a few things left to do over there. I spoke with the contractor over there, this afternoon and he had some trouble getting into the building over the last week. He is scheduled to be there tonight to address a few remaining items. We do have a meeting scheduled for tomorrow at 4:15 to walk the project see what items are remaining and what issues there might be. I think we are close to getting everything wrapped up. Hopefully in the next few days we can tell you everything is complete." Inman said, "I didn't realize you would be doing a walk-through tomorrow. But I can't be there tomorrow because I have a meeting out of town. I went to over today and did my own walk-through with Mrs. VanWinkle. I made a list of a few things and I will get a copy to Mrs. Kington. Of course, Mrs. VanWinkle will be there tomorrow. It is a list of simple things. You sent me an email and it was like replacing the porcelain in the principal's office. The one area that concerns me is where they have put the hardware in the doors, and they have had to do some work on the doors and they're not going to repaint them. I've got a problem with that." Chamberlin responded, "The last I heard, we offered to do that as part of the project. We were told by school maintenance for us not to do that and maintenance would take care of it. I certainly can put that back on the table, but that was the last indication that we have received on that." Inman said, "I think they were going to use the contingency fund to do that, because we were told that painting the doors to fix where they had worked on them, that was not on the contract. Right now, on the contingency fund, Mrs. Harris, correct me if I'm wrong, but I believe we are right at \$300.00. Chamberlin said, "That is correct." Inman continued, "I would like to see the contractors come back and fix those doors if at all possible." Chamberlin said, "I will be glad to talk with them tomorrow while we are there and see what we can do. We did not have them repainting the doors. That is not something that was there. But, looking at where we are right now, it's certainly something it wouldn't hurt to get cleaned up. Let me look at it tomorrow and see if there is something we can do. Inman thanked Chamberlin and asked for any questions. Harris said, "I was just going to elaborate on what Kim said. That was a conversation at the building level conversation that Mrs.

Kington, Mrs. VanWinkle, and I had. An option was presented to Mrs. VanWinkle if she wanted to use some of the contingency fund to paint the doors or we could look at, as our schedule allows, our maintenance department and the school could work together to get that done. Over a break or sometime when our schedule allows. That is how we left it the last time we discussed that.” Safdie asked, “Kim are you going to get back to us with a potential cost of painting the doors.” Chamberlin responded, “Yes, I will look at it with them tomorrow and see what is involved, exactly how many we are looking at. I will email Kacee after tomorrow’s meeting. Let me follow up after tomorrow’s meeting.

6. Transition Academy Update

Inman introduce the agenda item and said Mr. Chamberlin and his group is finished with everything that they are responsible for in the Transition Academy. Dr. Maxwell, myself, Cliff Wightman and Ricky Smith from TCAT. We met and discussed options the other day and our problem is looking at the plans and everything is that the concrete pad that is going to be poured will have to be done under commercial standards. By commercial standards it’s going to cost us almost \$150,000.00 just for the concrete pad. So, we are looking at going in another direction. We’ve not finalized anything, but we are looking at TCAT providing us with some other options. That is the only update we have on the Transition Academy, that we are still looking at options with TCAT and we will bring it back to the building and grounds committee when we have some solid ideas.” Chamberlin said, “One thing I would like to do, I find it a little hard to believe that the concrete work is that much money. Prior to us getting back together and talking, let me at least run some pricing through some contractors that I know to find out about that concrete work. That seems to be extraordinarily high from what we would normally see for a concrete slab foundation. I’ll get a budget number, maybe that is something to be considered outside of TCAT’s work. Something that a slab that could be out down ready for them to come in on top of and build. I will be glad to do that, and I have a couple of contractors who will shoot me a ballpark number on that so we will have some better information on that. I would like to do that just to make sure we’re not going down the wrong road where we don’t have all the information.” Inman said, “In our discussions they were not comfortable with trying to do the concrete slab. They said we would do that with another company.

7. SMHS Storage Shed

Inman introduced the next item on the agenda. Mrs. Kington, everything I’m seeing here, they are taking it out of CTE funds. They want to build a storage shed at SMHS, they are using CTE funds so it is not coming out of our general budget. Inman made a motion to build the storage shed.

**VOICE VOTE:** Inman (mover-yes)  
Safdie (seconder-yes)  
All Ayes

**MOTION** Carried unanimously

8. Other Discussion

Inman mentioned we have a situation where everyone would remember back in 2019, we approved for a project to be done at the Phoenix School. A school ramp project. It was presented to us in August of 2019. It was a sidewalk project and at no cost to us. It was a project from Tennessee Tech is that correct Mrs. Barnes? Barnes responded, “Yes, Tennessee Tech’s Mr. Canfield’s engineering class. They do projects around the area to help them with their engineering skills. It is at no cost to us at all. They will pay for everything, supplies and everything. The existing ramp needs to go toward the playground. We need a ramp in case a child is in a wheelchair. We need steps because some students are working on steps. That is a skill they need. This group is willing to come. Mrs. Kington and I met with them on Saturday. We talked thought the specifics. It was approved and then time ran out. Then it was approved in March and COVID occurred. This is the third group that has tried to give to TEIS and help our students. Once again, we are under the gun because the semester is almost over. I think their plan is to have it done the first week of December before finals. They sent an email that they wanted it to be interactive. So they are going to draw and paint the Alphabet and Caterpillar on it. Inman said, “I believe it can be approved again by executive committee. Mr. Safdie and Ms. Parris if you like we can go ahead and give it an approval here. It has already been approved by the board they just ran out of time. We’re about to run out of time again. I will leave it up to you all.” Safdie said, “If it has been approved by the board, I think we should just go with the executive approval.” Parris agreed. Inman said, “We will do that then and get it started.”

9. Adjournment

**VOICE VOTE:** Parris (mover-yes)  
Boston (seconder-yes)  
All Ayes  
**MOTION** Carried unanimously

**The meeting was adjourned at approximately 4:20.**

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**Robert Safdie,**  
**Building and Grounds Committee Chairman**

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**Ina Maxwell,**  
**Director of Schools**

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**Jane Franklin,**  
Executive Assistant for the Director of Schools and BOE

# Cumberland County Board of Education

368 Fourth Street, Crossville, TN 38555

## Section 1

Due to the fact that these additions, remodels or construction projects when completed become the sole responsibility and liability of Cumberland County Schools, all projects must be reviewed by the Building and Grounds committee and approved by the full Board of Education

Date Jan 14, 2021

School Name Martin Elementary Crosswalk

Project Name Martin Crosswalk

Project Description Walk way from CCHS ball park across 'Milo Lemert Bypass to Martin Elem

Estimated Value unknown City of Crossville Project

Funding Source City of Crossville to Confirm

## Section 2

Plans, designs, installation information and process for funding must be submitted to the Maintenance Department for review. These documents must include Fire Marshall, Codes Inspectors, Playground Inspectors and Insurance approval as needed.

Approved by: Writing on permit an appraisal paperwork from the City of Crossville & TROT.

\_\_\_\_ Fire Marshall

\_\_\_\_ Code Inspectors

\_\_\_\_ Playground Inspectors

\_\_\_\_ Insurance Approval

Director of Schools \_\_\_\_\_

Building and Grounds Committee \_\_\_\_\_

Board of Education Approval Date \_\_\_\_\_

