

REGIONAL SCHOOL DISTRICT No. 20
BOARD OF EDUCATION
SPECIAL MEETING MINUTES
August 11, 2025



Facilities Committee

Committee Members

Scott Pottbecker, Chair	Rob DeLayo
Susan Wheeler	Ashley Westfall

1. Call to Order The Facilities Committee meeting held at Lakeview High School and via teleconference was called to order at 6:31 p.m. by Scott Pottbecker.

Members present: Scott Pottbecker, Chair, Ashley Westfall, and Susan Wheeler.

Also present: Jeffrey Villar, Ph.D., Superintendent, and Julia Cardillo, Chief Financial Officer.

Absent: Rob DeLayo.

2. Approval of Facilities Committee Special Meeting Minutes of July 24, 2025
Ashley Westfall made a motion for the Approval of Facilities Committee Special Meeting Minutes of July 24, 2025. Susan Wheeler seconded the motion. There was no discussion. The motion passed unanimously.
3. Playground Mulch
Julia Cardillo spoke about the need to install mulch at the elementary school playgrounds. She explained the types of mulch at each school and reviewed several quotes/options that will bring these areas to safety compliance before the start of school. Julia Cardillo addressed questions from the Committee members gaining a consensus for the district to move forward with Option 2, acquiring the products from the vendor with the vendor completing the work.
4. Fuel Oil Tank Replacement – Warren School
Julia Cardillo shared the district went out to bid for the Fuel Oil Tank Replacement – Warren School. The district only received one response to the RFP (request for proposal). She then outlined costs for the replacement tank, costs for removal and abatement of the tank. Given Warren School holds a number of parent events outdoors, (i.e., Moving Up Ceremony), a quote for installing fencing around the tank was also provided. Additionally, if there is consensus to move this work forward, the district would install the tank this fiscal year (FY26) in the October timeframe. Budgeting and work for the abatement or removal of the tank can be completed in FY27. Dr. Villar added, the district needs to do the tank replacement now and should budget and plan for the worst-case scenario of abatement for next year. The Committee had consensus to move this work forward and requested it be revisited in the April timeframe. If there are funds available in the budget, the district should consider abatement in this fiscal year.

5. Water Storage Tank Replacement – Warren School

Julia Cardillo shared the Water Storage Tank Replacement-Warren School was not a sealed bid and added she requested the vendor break down the original quote of \$13,300 by component to understand what services/products would be conducted/received. She then detailed the work and associated costs. Julia Cardillo addressed questions about timing of the work, ability to acquire additional quotes, and past mitigation strategies to address this issue. She then shared the water has been tested and has been deemed safe by the DPH. Dr. Villar spoke to the urgency of this work, that the business office would acquire other quotes, but given its past payment history, it may impact the district's ability to generate additional quotes. The Committee had consensus to move this work forward with the request the district acquire additional quotes "not to exceed \$13,300" and determine which vendor it is most comfortable to work with.

Dr Villar closed by thanking the Committee members for their input and commented the district will move forward on these projects as quickly as possible.

6. Adjournment There being no further business to come before the Committee, Susan Wheeler made a motion to adjourn. Scott Pottbecker seconded the motion. There was no further discussion. The motion passed unanimously. The meeting adjourned at 7:04 p.m.

Respectfully submitted,
Christine Escobar
Secretary, pro-tem