

Planning Meeting  
March 17, 2025 5:00 PM  
Board Room  
Marshall County Board of Education

**Attendance Taken at : 5:00 PM**

**Present Board Members:**

Ms. Darla Doss  
Ms. Mary Beth Riggs  
Ms. Amy Waggoner

**Absent Board Members:**

Mr. Will Coursey  
Mr. Randy Travis

**1. Regular Agenda Items**

- 1. Call to Order**
- 2. Public Comments**

No public comments

**3. Review of Tentative Agenda for March 20, 2025 Regular Meeting**

The board reviewed items on the March 20th regular meeting agenda. The board did ask that one of the consent items, "Reading of the Procedure 09.121 AP21," be removed from the consent agenda and placed into the action items.

Transportation/Facilities Director Jeff Stokes also updated the board on a item added to the March 20th meeting consent Agenda "Approve the Memorandum of Agreement with the Marshall County Health Department for a Closed Point of Dispensing." He explained that the Health Department has asked us to continue our Memorandum of Agreement to be a Point of Dispensing in case of an emergency. We have had this agreement in place since 2018.

Pupil Personnel Director Brent Lovett presented his attendance and safety report. Lovett said February attendance was very positive, at 95.2% districtwide. He said that is above the percentage from this same time a year ago.

Safety: Lovett said the district received KCSS reports from two visits, had a quarterly safety meeting in February, and had a few more schools receive annual visits from the Safety Marshal. He said the Marshal was very pleased.

Transportation/Facilities Director Jeff Stokes also presented his report.

Fuel Report: We purchased \$17,956.24 of Diesel fuel and \$6,067.68 in unleaded this month.

Projects:

- Danny has attached the percentage of completion for our projects.
- Jonthan Door and Roof Project – They have one stoop to complete.

MCTC Project – The contractor has made some good progress on the exterior of the building this past month. All the blocks have been waterproofed and they have started laying in brick. Their intentions are to

try and get the West portion of the addition roofed by the end of next week.

- Storm Project – I have emailed each of you a copy of the final cost for each school.

#### 4. Other Discussion Items

#### 2. Action Items

1. Recommendation to Approve Invoice # 19 to CMS Architects in the Amount of \$4,512.00 for the Marshall County Technical Center Renovation and Addition Project, BG # 23-067

**Order #165 - Motion Passed:** Approval of Invoice # 19 to CMS Architects in the Amount of \$4,512.00 for the Marshall County Technical Center Renovation and Addition Project, BG # 23-067 passed with a motion by Ms. Amy Waggoner and a second by Ms. Mary Beth Riggs.

#### 3 Yeas - 0 Nays

This is the 19 th Pay Application to the Architect.

2. Recommendation to Approve Pay Application # 14 to Pinnacle, Inc. in the Amount of \$246,126.49 for the Marshall County Technical Center Renovation and Addition Project, BG # 23-067

**Order #166 - Motion Passed:** Approval of Pay Application # 14 to Pinnacle, Inc. in the Amount of \$246,126.49 for the Marshall County Technical Center Renovation and Addition Project, BG # 23-067 passed with a motion by Ms. Amy Waggoner and a second by Ms. Mary Beth Riggs.

#### 3 Yeas - 0 Nays

This is the 14 th Pay Application to the Contractor.

3. Recommendation to Approve Pay Application DPO # 14 in the Amount of \$120,073.24 for the Marshall County Technical Center Renovation and Addition Project, BG # 23-067

**Order #167 - Motion Passed:** Approval of Pay Application DPO # 14 in the Amount of \$120,073.24 for the Marshall County Technical Center Renovation and Addition Project, BG # 23-067 passed with a motion by Ms. Amy Waggoner and a second by Ms. Mary Beth Riggs.

#### 3 Yeas - 0 Nays

This is the 14 th Pay Application for DPO's.

4. Recommendation to Approve the Bid for the Sharpe Elementary School Gym Roof Project, BG # 25-241

**Order #168 - Motion Passed:** Approval of the Bid for the Sharpe Elementary School Gym Roof Project, BG # 25-241 passed with a motion by Ms. Mary Beth Riggs and a second by Ms. Amy Waggoner.

#### 3 Yeas - 0 Nays

We had three bidders for this project. Minter Roofing came in with the lowest bid at \$44,670.00. This was about \$30,000 lower than our budget. We recommend that we accept the bid from Minter.

5. Recommendation to Approve the Revised BG-1 for the Sharpe Roof Project BG 25-241

**Order #169 - Motion Passed:** Approval of the Revised BG-1 for the Sharpe Roof Project BG 25-241 passed with a motion by Ms. Amy Waggoner and a second by Ms. Mary Beth Riggs.

### 3 Yeas - 0 Nays

This is the revised BG-1 to show the post Bid cost. The total cost is \$55,975.00.

6. Recommendation to Approve the Owner/Contractor Agreement for the Sharpe Elementary School Gym Roof Project, BG # 25-241

**Order #170 - Motion Passed:** Approval of the Owner/Contractor Agreement for the Sharpe Elementary School Gym Roof Project, BG # 25-241 passed with a motion by Ms. Amy Waggoner and a second by Ms. Mary Beth Riggs.

### 3 Yeas - 0 Nays

This is the standard AIA contract between the owner and contractor for this project.

7. Recommendation to Approve Invoice # 13 and Final Invoice # 14 to CMS Architects for a Total Amount of \$9,661.00 for the Marshall County Storm Damage Repair Project BG # 23-334, 335, 336, 337 and 338 Respectively

**Order #171 - Motion Passed:** Approval of Invoice # 13 and Final Invoice # 14 to CMS Architects for a Total Amount of \$9,661.00 for the Marshall County Storm Damage Repair Project BG # 23-334, 335, 336, 337 and 338 Respectively passed with a motion by Ms. Mary Beth Riggs and a second by Ms. Amy Waggoner.

### 3 Yeas - 0 Nays

These are the final payments to the architect for this project.

8. Recommendation to Approve Final Pay Applications 12 & 13 (Benton Elementary), 11 & 12 (Central Elementary), 7 (Marshall County High School), 6 (North Marshall Middle School) and 3 (South Marshall Middle School) to Pinnacle, Inc. in the Amount of \$331,584.55 for the Storm Damage Projects, BG's 23-334, 335, 336, 337 and 338

**Order #172 - Motion Passed:** Approval of Final Pay Applications 12 & 13 (Benton Elementary), 11 & 12 (Central Elementary), 7 (Marshall County High School), 6 (North Marshall Middle School) and 3 (South Marshall Middle School) to Pinnacle, Inc. in the Amount of \$331,584.55 for the Storm Damage Projects, BG's 23-334, 335, 336, 337 and 338 passed with a motion by Ms. Mary Beth Riggs and a second by Ms. Amy Waggoner.

### 3 Yeas - 0 Nays

This is the final payment to the contractor for this project.

9. Recommendation to Approve Change Order # 5 (Benton Elementary), Change Order # 7 (Central Elementary) and Change Order # 4 (North Marshall Middle School) for the Storm Damage Repair Project BG #'s 23-334, 23-335, and 23-337 Respectively

**Order #173 - Motion Passed:** Approval of Change Order # 5 (Benton Elementary), Change Order # 7 (Central Elementary) and Change Order # 4 (North Marshall Middle School) for the Storm Damage Repair Project BG #'s 23-334, 23-335, and 23-337 Respectively passed with a motion by Ms. Mary Beth Riggs and a second by Ms. Amy Waggoner.

### 3 Yeas - 0 Nays

These change orders help us zero out this project. This change order is a decrease of \$238,483.10.

3. Adjourn

**Order #174 - Motion Passed:** Approval to adjourn the meeting at 5:30 pm passed with a motion by Ms. Darla Doss and a second by Ms. Amy Waggoner.

**3 Yeas - 0 Nays**

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Chairperson

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Secretary