

**PHYSICAL PLANTS AND FACILITIES COMMITTEE  
MINUTES  
AUGUST 29, 2008, FOLLOWING CIT  
WARREN COUNTY CAREER CENTER, LARGE CONFERENCE ROOM**

**COMMITTEE MEMBERS PRESENT:**

Tom Knapp, Committee Chairperson  
Katherine Oudinot, Committee Member  
Pro Tem

Donna Zariczny, Committee Member  
Norbert Kennerknecht, Director of  
Buildings and Grounds

**COMMITTEE MEMBERS ABSENT:**

David Wortman

**OTHERS PRESENT:**

Jack Martin, Board President  
Kimberly Angove, Board Member  
Kirsten Turfitt, Board Member  
Karen Pascale, Director  
Diane Martin, Director  
Amanda Hetrick, Director  
Marty Mahan, ARAMARK  
Melissa McLean, Recording Secretary

Jeff Lockett, Board Vice-President  
Arthur Stewart, Board Member  
Robert Terrill, Superintendent  
Amy Stewart, Director  
Rosemarie Green, Director  
Lydia Cotrell, *Times Observer*  
Jim Decker, WCCBI  
Members of the Public

**1. Opening Activities**

1.01 Call to Order

Meeting called to order at 9:57 p.m. by Chairperson Knapp. Katherine Oudinot to fill in for David Wortman.

1.02 Public Comment

**WCCBI and Pittsfield Property (Jim Decker)**

Discussion:

Jim Decker, President of WCCBI, addressed the committee regarding the former Pittsfield School, and the property. The WCCBI would like to explore a funding option with Pennsylvania that will require utilizing the Pittsfield property as collateral to make improvements to the property. Pittsfield property will currently revert back to the WCSD on October 13, 2010.

Action:

Administration and Solicitor to draft a restructured agreement in which the ownership of the Pittsfield property, by the WCCBI, is contingent upon receiving state funding for the property.

Motion:

None

1.03 Other

**2. Old Business**

**2.01 Cell Phone Tower Proposal – Information Only**

Discussion:

Negotiations for the proposed cell phone tower lease on the Beaty-Warren Middle School property are ongoing.

Action:

Administration to continue to negotiate terms of lease agreement. As per board member suggestion, terms of the agreement should include the noise level of the generator (request “hospital quiet”) and should only include one communication shelter.

Motion:

None.

Attachments:

- BWMS Cell Phone Tower Communication – Adobe (Board only)

## 2.01 YHS Scoreboard – Information Only

Discussion:

The scoreboard for Youngsville High School has been put out for bid. Results are expected by the November committee meeting. Committee suggests that, if possible, the YHS scoreboard be compatible with other District scoreboards.

Action:

None.

Motion:

None.

Attachments:

None.

## 3. New Business

### 3.01 Snow Plow Bid

Discussion:

Snow plow bids for Allegheny Valley Elementary School, Sheffield Area Middle / High School, Sheffield Elementary School and Russell Elementary School are due on October 10, 2008. Results will be available for the October 13 Board of Directors Meeting.

Action:

None.

Motion:

*All to be placed under “Other” on the Board of Directors agenda for October 13, 2008:*

That the Board of School Directors approves the bid of \_\_\_\_\_ for snow plowing and anti-skid application at **Allegheny Valley Elementary School** for the 2008-09 season, at the rates of: \$\_\_\_\_\_ per snow plow trip and \$\_\_\_\_\_ per anti-skid application.

That the Board of School Directors approves the bid of \_\_\_\_\_ for snow plowing and anti-skid application at **Sheffield Area Middle / High School** for the 2008-09 season, at the rates of: \$\_\_\_\_\_ per snow plow trip and \$\_\_\_\_\_ per anti-skid application.

That the Board of School Directors approves the bid of \_\_\_\_\_  
for snow plowing and anti-skid application at **Sheffield Elementary School** for the 2008-  
09 season, at the rates of: \$\_\_\_\_\_ per snow plow trip and \$\_\_\_\_\_ per anti-skid  
application.

That the Board of School Directors approves the bid of \_\_\_\_\_  
for snow plowing and anti-skid application at **Russell Elementary School** for the 2008-  
09 season, at the rates of: \$\_\_\_\_\_ per snow plow trip and \$\_\_\_\_\_ per anti-skid  
application.

Attachments:

None

**3.02 WCSD Natural Gas Procurement**

Discussion:

Attachments illustrate the cost avoidance to the district as a result of purchasing natural  
gas directly rather than paying tariff rates. From September 2008 to March 2009 the cost  
avoidance will be approximately \$126,600.

Action:

None.

Motion:

None.

Attachments:

- WCSD Natural Gas Comparisons – Excel (both)

**4. Informational Items**

**4.01 Capital Reserve Summary Report**

Attachments:

- Capital Reserve Summary Report – Adobe (both)
- Capital Reserve Report – Excel - (Board)

**4.02 Utilities Reports**

Attachments:

- Gas Report – May 2008 – Chart & Graph – Excel (both)
- Gas Report – May 2008 – Chart – Adobe (both)
- Gas Report – May 2008 – Graph – Adobe (both)
- Electric Report – May 2008 – Chart & Graph – Excel (both)
- Electric Report – May 2008 – Chart – Adobe (both)
- Electric Report – May 2008 – Graph – Adobe (both)

**4.03 Work Order Report**

Attachments:

- Work Order Report – July 2008 – Excel (both)
- Work Order Report – July 2008 – Adobe (both)
- Work Order Report – Summary – July 2008 – Word (both)

– Work Order Report – Summary – July 2008 – Adobe (both)

## **5. Other**

### **5.01 Facilities Master Plan Community Survey**

Discussion:

It was noted that the web based survey for the Facilities Master Plan can be filled out repeatedly by the same individual. Consultant is aware of this and has already planned to separate the web data from the community meeting data and present the two sets of data separately.

Action:

None

Motion:

None

Attachments:

None

### **5.02 Board Goals – Information Only**

Discussion:

WCSD Board Goal #1 – Facilities Plan Strategies is underway with the Facilities Master Plan, facilitated by DeJong Inc. The next meeting of the WCSD Steering Committee will be on October 6. DeJong is tentatively schedule to address the Board of School Directors at their regularly scheduled meeting, on October 13, 2008.

Action:

None

Motion:

None

Attachments:

- Copy of Facilities Plan Strategies

## **6. Closing Activities**

### **6.01 Next Meeting**

The next PP&F Committee meeting will be held October 27, 2008, 6:00 p.m., at the Warren County Career Center.

### **6.02 Adjournment**

Meeting adjourned at 10:40 p.m.