

**PHYSICAL PLANTS AND FACILITIES COMMITTEE
MINUTES
OCTOBER 27, 2008, 6:00 PM
WARREN COUNTY CAREER CENTER, LARGE CONFERENCE ROOM**

COMMITTEE MEMBERS PRESENT:

Tom Knapp, Committee Chairperson
Kim Angove, Committee Member
Pro Tem

David Wortman, Committee Member
Norbert Kennerknecht, Director of
Buildings and Grounds

COMMITTEE MEMBERS ABSENT:

Donna Zariczny

OTHERS PRESENT:

Jack Martin, Board President
Arthur Stewart, Board Member
Katherine Oudinot, Board Member
Karen Pascale, Director
Amanda Hetrick, Director
Kelly Martin, Principal
Deb Young, Principal
Matt Jones, Administrator
Nate McNett, WCCC Teacher
Byron West, WCCC Occupational Advisory
Melissa McLean, Recording Secretary

Jeff Lockett, Board Vice-President
Kirsten Turfitt, Board Member
Robert Terrill, Superintendent
Diane Martin, Director
Petter Turnquist, Business Administrator
Delores Berry, Principal
Brian Collopy, Administrator
Tom Santo, Athletic Coordinator
Chuck Hayes, *Times Observer*
Howard Lester, WCCC Occupational Advisory
Members of the Public

1. Opening Activities

1.01 Call to Order

Meeting called to order at 6:02 p.m. by Chairperson Knapp. Kim Angove agreed to sit on the PP&F Committee in for Donna Zariczny's absence.

1.02 Public Comment

WCCC Welding Shop (Nate McNett, Byron West, and Howard Lester)

Discussion:

Nate McNett, WCCC Welding Teacher; Byron West and Howard Lester, members of the WCCC Occupational Advisory board; addressed the committee regarding the facilities for the welding program at the Warren County Career Center. Their request included an upgrade to the ventilation system, providing more space, and additional equipment to enhance program.

Action:

Place on current agenda, section "5.0 – Other."

Motion:

None

2. Old Business

2.01 YHS Scoreboard

Discussion:

Apparent low bidder did not meet the specifications.

Action:

Forward motion to Board.

Motion:

That the Board of School Directors approves the purchase and installation of a scoreboard for Youngsville High School for \$15,615.00 from Demans Sporting Goods.

Attachments:

2.01a – YHS Scoreboard – Bid Tab (both) – Adobe

2.01b – YHS Scoreboard – Demans Quote (Board only) - Adobe

3. New Business

3.01 WAHS Key Club Request

Discussion:

None.

Action:

Motion forwarded to Board.

Motion:

That the Board of School Directors approves the request of the Warren Area High School Key Club to paint the Guidance Office during the “Project-a-Thon” on November 14, 2008.

Attachments:

3.02a – WAHS Key Club Request for G.O. (both) – Adobe

3.02 Educational Specifications – EMHS

Discussion:

Committee suggested that Board needs to vote on the Facilities Master Plan prior to approving any projects or contracts.

Action:

Forward motion to Board – place under “Other” on the agenda.

Motion:

Pending approval of the Facilities Master Plan, that the Board of School Directors enter into a contract with DeJong Inc. to write an Educational Specification for Eisenhower Middle/Senior High School.

Attachments:

None

3.03 Pleasant Township Elementary

Discussion:

Committee suggested that Board needs to vote on the Facilities Master Plan prior to approving any projects or contracts.

Action:

Forward motion to Board – place under “Other” on the agenda.

Motion:

Pending approval of the Facilities Master Plan, that the Board of School Directors approves a work order to **WTW Architects** in an amount not to exceed the DGS Fee Schedule for plans, specifications, and all PlanCon documents for Pleasant Elementary School project, as defined in the Educational Specification, prepared by DeJong Inc. in April 2008.

Attachments:

None

3.04 EMHS Athletic Request

(Mr. Kelly Martin, Principal, and Mr. Tom Santo, Athletic Director)

Discussion:

Eisenhower Middle/Senior High School would like the Board to consider funding several athletic improvements for the EMHS outdoor athletic facilities. Priority needs for the 08-09 school year are fencing around the facilities and a track upgrade.

Action:

Forward motion to Board – place under “Other” on the agenda.

Motion:

That the Board of School Directors directs the administration to seek bids for the purchase and installation of fencing for outdoor athletic facilities at Eisenhower Middle/Senior High School, and track upgrades.

Attachments:

None

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 WCCC Welding Shop

Discussion:

See section “1.02 Public Comment.”

Action:

Administration will gather information regarding previous welding shop project and prepare summary for November 10, 2008 Board meeting. Administration to investigate reconfiguration of classrooms at WCCC to provide the welding shop with more space. C.I.T. Committee will gather information regarding curriculum standards for November 10 Board meeting. Board President will place on agenda under the “President’s Section” for information purposes.

Motion:

None

Attachments:

None

5.02 Athletic Facilities Needs

Discussion:

None

Action:

Athletic Directors to develop an Athletic Facilities needs list for the November 27, 2008, PP&F Committee meeting.

Motion:

None

Attachments:

None

6. Closing Activities

6.01 Next Meeting

The next PP&F Committee meeting will be held November 24, 2008, following C.I.T., 6:00 p.m., at the Warren County Career Center.

6.02 Executive Session

Executive Session convened at 7:35 p.m. for the purposes of discussing a contract.
Meeting reconvened at 9:04 p.m.

6.02 Next Meeting

Meeting adjourned at 9:05 p.m.