

**PHYSICAL PLANTS AND FACILITIES COMMITTEE
MEETING MINUTES**

JANUARY 25, 2010 - FOLLOWING CIT
WARREN COUNTY CAREER CENTER

COMMITTEE MEMBERS PRESENT:

Mrs. Donna Zariczny, Committee Chairperson	Mr. Tom Knapp, Committee Member
Ms. Mary Anne Paris, Committee Member	Dr. Norbert Kennerknecht, Director of Buildings & Grounds Services

COMMITTEE MEMBERS ABSENT:

None

OTHERS PRESENT:

Mr. Arthur Stewart, Board President	Mr. John Grant, Board Member
Mrs. Kim Angove, Board Member	Mr. Paul Yourchisin, Board Member
Mr. Jack Werner, Board Member	Mr. J.F. Lockett, Board Member
Dr. Robert Terrill, Superintendent	Mrs. Amy Stewart, Director
Mrs. Rosemarie Green, Director	Ms. Amanda Hetrick, Director
Mr. Brian Collopy, Administrator	Dr. Karen Pascale, Director
Stephanie Hamm, <i>Times Observer</i>	Members of the Public

1. Opening Activities

1.1 Call to Order - Meeting called to order at 9:10pm by Chairperson Zariczny

1.2 Public Comment - None

2. Old Business - None

3. New Business

3.1 Principal Wish Lists (Info only)

Discussion: None

Attachments:

- Wish lists

3.2 Building Utilization - Annual Review - Policy #6120 (Info only)

Attachments:

- Building Utilization Report

3.3 Fund balance for Capital Projects - For start-up costs (Info only)

Discussion: Committee members agree to forward to the Finance Committee.

Attachments: None

3.4 On Demand – IU #5 - Advance To Full Board

Motion: That the Board of Directors approve a letter of Authorization to “On Demand Energy” - to review the District’s electric usage.

Attachments:

- Informational Folders

3.5 Warren Area Elementary Center - Bud Mracna (Presentation)

Discussion: Tabled / Bud Mracna unable to attend

Attachments: None

3.6 DeJong Report - Distribution of Report

Discussion: Distributed to Board members present - will be posted on Electronic School Board

Attachments: None

3.7 Educational Specifications Writer - Warren Attendance Area

Discussion: Tabled

Attachments: None

3.8 Educational Specifications Writer - Eisenhower M/SHS - Advance to Full Board

Motion: That the Board of Directors approve a contract to DeJong & Associates to develop educational specifications for Eisenhower M/S High School.

Attachments: None

3.9 Plans and Specifications - Warren Attendance Area

Discussion: Tabled

Attachments: None

3.10 Plans and Specifications – Eisenhower M/SHS - Advance to Full Board

Motion: That the Board of Directors approve a contract to WTW Architects to develop plans, specifications, and construction supervision for Eisenhower M/S High School. Cost not to exceed the DGS fee schedule.

Attachments: None

3.11 Request from Athletic Department

Discussion: Buildings & Grounds will work with Jeff Flickner to assist in procurement of a new backstop at Eisenhower MSHS and padding on bleachers at WAEC. Mr. Flickner was advised to work through the budget process to ensure funds are made available for the athletic department in the 2010-2011 budget process.

Attachments: None

3.12 Welding in Automotive Labs – WCCC

Discussion: Discussed during CIT committee meeting.

Attachments: None

4. Informational Items

4.1 Project Updates

Discussion:

- Welding lab - complete
- Sugar Grove window/door project - punch list items only remain
- Fire alarm project - complete
- WAHS '09-'10 curtain wall replacement/repair - complete

4.2 Capital Reserve Summary Report

Discussion: None

Attachments: Capital Reserve

4.3 Utilities Reports

Discussion: None

Attachments:

- Gas Report – November, 2009 - Chart & Graph
- Electric Report – November, 2009 – Chart & Graph

4.4 Work Order Report

Discussion: None

Attachments:

- Work Order Report
- Work Order Report - Summary

5. Other - None

6. Closing Activities

6.1 Executive Session - Property Discussion

6.2 Next Meeting - February 22 - 7:00pm; at Warren County Career Center.

6.3 Adjournment - Meeting adjourned at 10:30pm.