

WARREN COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
SPECIAL MEETING MINUTES

MONDAY, MAY 17, 2010

1.0 Opening Activities

1.1 Call to Order

The regular meeting of the Warren County School District Board of School Directors was called to order by Mr. Stewart, President, at 6:00 p.m. in the Board Room of the Warren County Career Center, 347 East Fifth Avenue, Warren, Pennsylvania.

1.2 Pledge of Allegiance

Mr. Stewart led the Pledge of Allegiance to the American flag.

1.3 Roll Call

Roll Call

Present:

Mrs. Kimberly Angove
Mr. John Grant
Mr. Thomas Knapp
Mr. Jeff Lockett
Ms. Mary Anne Paris

Mr. Arthur Stewart
Mr. John Werner
Dr. Paul Yourchisin
Mrs. Donna Zariczny

Others Present:

Dr. Robert Terrill, Superintendent; Mrs. Amanda Hetrick, Director of Secondary Education; Dr. Norbert Kennerknecht, Director of Buildings & Grounds Services; Mrs. Amy Stewart, Director of Instructional Technology/Communications; Mrs. Diane Martin, Director of Special Education; Mr. Petter Turnquist, Business Administrator; Mr. Chris Byham, Solicitor; Mrs. Ruth Huck, Board Secretary; Mr. Dean Wells, Times Observer; Mr. Paul Giannini, Technology/Information Systems Specialist; Mr. Jeff Flickner, Supervisor of District-wide Athletics & Co-Curricular Activities; Ms. Ann Buerkle, Principal; Mrs. Ruth Nelson, Principal; Mr. Marty Mahan and Mr. Mike Roney, Aramark; and approximately 15 unidentified members of the audience.

1.4 Reading of the Mission Statement - Mrs. Zariczny

The mission of the Warren County School District, where today's student is our future, is to equip all students with the educational skills necessary to achieve their unique personal potential.

1.5 Acquisition of Property Adjacent to Beaty-Warren Middle School –
Presentation/Discussion

Mr. Stewart introduced District Solicitor Mr. Christopher Byham who addressed the Board and Public.

Mr. Byham:

“On behalf of the Board of School Directors and the administration, I would like to thank everyone for attending this portion of this evening’s public meeting devoted to discussing the District’s potential purchase of the approximately .79 acres of land and the building thereon with this property being located adjacent to the Beaty-Warren/ Middle School, being identified in the tax assessment records of Warren County as WN-576-961, and being currently owned by John Anderson.

The primary purpose of this portion of the meeting is for the Board to receive public comment relative to the potential purchase of the property. However, prior to receiving public comment, I would like to turn this portion of the proceedings over to Dr. Norbert Kennerknecht, the District’s Director of Buildings and Grounds, to discuss his summary of the buildings and lands that are currently owned by the district, to discuss the comparative site evaluation he has prepared which outlines what other properties were considered by the District and why the purchase of Mr. Anderson’s properties are being recommended to the Board, and to discuss the intended future use of the property as a part of the Beaty-Warren Middle School property. At the conclusion of Dr. Kennerknecht’s presentation, I will offer the Board the opportunity to raise any questions that it may have with Dr. Kennerknecht. Then I will open it up to public comment on the potential property purchase. ”

Dr. Kennerknecht:

“To answer the first question on intended use, the main purpose is to separate bus from car traffic at Beaty-Warren Middle School. Optional use would include temporary relocation of educational spaces, potential warehouse space, or Alt Ed relocation. The main purpose, as I have mentioned, is we have a problem at Beaty separating the car traffic from the bus traffic. By acquiring this piece of property, the intended use would be to put a driveway from the back Beaty parking lot out onto Conewango Avenue, thus having car/bus separation making it safer for the students. If we could go back just one slide to the current list of properties owned by the District, there is a list of twenty-one properties and their WN numbers for properties in Warren County are the parcel numbers, and this is provided as required by PlanCon Part C.

The other part of PlanCon C deals with comparative properties. Typically PlanCon C is used when a district is going to procure an entirely new site. It might be 10 acres, it might be 20 acres, it might be more than that 60 to 70 acres, and they are required to evaluate properties, just like they did for Warren Area Elementary, and establish 1) what would be the best location, and 2) fair market value. In this we are not trying to relocate the entire school, we are trying to absorb a piece of property that is already adjacent to the land lock, and I mean land lock because of the Conewango Creek behind it. The only way we can expand that property is to absorb other properties. So the site analysis is going to

deal with comparable types of property and fit into the evaluation of the appraisers.

Site Analysis - As you can see in the site analysis, there is a total of .75 acres; there is 221 feet of frontage; adequate drainage, the lot shape is irregular; the access to visibility is average; parking and paved areas in the rear; street paved and curbed gutter in the front; there are sidewalks; access to electric; natural gas, water, sewer, street lights; and site improvements in the form of fenced in gate area. The area in black is the plaque and the area in red is the area we have been talking about. In the area just in back and to the left of the drawing is the Beaty parking area. In 1987 it was established by FEMA that the area in the circle was in the flood zone, and the area adjacent to that was already in the flood zone.

Description of improvements – Subject improvements were done in stages. The two-story section appears to have been built in 1917. The one-story section was built in the 1950's, the one-story addition accessed from behind the subject property was built in 1990. The exterior walls are a combination of brick and concrete block. The roof's surfaces are a combination of rubber surfaces and vinyl membrane. There are a number of overhead doors with sizes ranging from 8x8, 9x12, and 8x16. The mechanical systems include gas fired overhead heaters, baseboard hot water heating system in the office area. There is a two hundred amp electrical service panel with various sub panels. The second floor space consists of basically a large open area for storage. This has limited function/application in today's world. The overall quality of construction is rated average/good, and the condition of the subject property is average. There is a picture of the subject property. There are overhead doors in the front of the property and two in the lower elevation in the back. There is approximately 10,638 square feet in the building.

Comparables – Now we will go to comparables. There are different levels, the lower level, bay level one along Conewango Avenue, second floor and the tally of the square footage as I mentioned is 10, 638 square feet. The appraiser did some comparables; they are coming up here shortly. There is a 9 W. Main Street in the Borough of Youngsville with a sale price of \$195,000, with 21,780 square feet on one-half acre. Next is a property located at 2098 Route 6, Conewango Township, sale price \$190,000 on 1.8 acres, 11,088 square feet at \$17.14/square feet, zoning is business transitional. Market sale number three is at 21505 Route 6, Conewango Township, sale price \$185,000 on half an acre, 6,720 square feet with a price of \$27.52/square foot. The next page is the page in which the appraiser calculates the value. After the appraiser does his adjustment to the price, the first property was \$12.07/square foot, the second property was \$12.00/square foot, and the third property was \$13.77/square foot which he averages and comes up with \$12.50/square foot where the demographics focuses. Another fact to consider is, this is not my opinion, but the appraiser, that the market indicated the unit value for the subject property is \$12.50/square foot. Therefore 10, 638 square feet in the building area times \$12.50/square foot yields \$132,975 rounded to \$130,000."

Mr. Byham:

'Thank you Dr. Kennerknecht. At this point I would like to provide the Board members the opportunity to ask Dr. Kennerknecht any questions they may have

regarding the property or just to make any general comments they may want to make regarding the property in question.'

Dr. Yourchisin:

'You mentioned, I think, the primary reason for considering this property is to improve our driveway access to Beaty, yet the building is there. "What are your thoughts for the use of the building?"

Dr. Kennerknecht:

Yes, what is kind of handy is that the driveway, if you are standing on Conewango facing the building on the right, which would be north, there is already a driveway there in between the subject property and the neighbor's house. That will tie directly into our parking lot. So the driveway is already established. I think there needs to be some grading to lessen the steepness of the slope. As far as the building is concerned, in the event that the Board goes forward with the renovations at Pleasant, Pleasant has become our district warehouse and depository for used books and equipment. If that happens then that Pleasant becomes a school building again, this place will fill in nicely for that purpose. Also we have had some talk about Alt. Ed., perhaps, no one has definitively said so, if it were to become a vocationally geared program it would need space to work on projects. Again with the overhead doors and space would be ideal for that particular situation. And furthermore, in the event, sometime in the future, if it behooves the district, we would like to move the maintenance department, we could relocate there."

Dr. Yourchisin:

"Thank you."

Dr. Kennerknecht:

"So there are a variety of five or six different options that we have available."

Mr. Lockett:

"Norbert, would you please elaborate more on the driveway. Will that be for buses or cars? It is steep; will we have to bring in fill? And give an estimate on how much additional money we are going to have to bear to make it work; understanding that it would be under a PlanCon. Correct?"

Dr. Kennerknecht:

"Yes, that is the purpose of the hearing so that we can seek reimbursement for those alterations during the renovation of Beaty. Not only will we see reimbursement for the procurement, but reimbursement for any improvements as far as the exit is concerned."

Mr. Lockett:

"So it would be buses going out then?"

Dr. Kennerknecht:

"Yes, that is how I envisioned it right now. It hasn't gone to the planning stage yet. The buses are going out the main driveway, but it seems simpler to have buses in the back parking lot and discharge and go right out the drive there".

Mr. Lockett:

"And do you have an idea how much that cost will be to make just the driveway and that part happen?"

Dr. Kennerknecht:

"I would say in the neighborhood of..., because of the asphalt paving, bringing in select fill, some testing, somewhere in the neighborhood of \$50,000 to \$100,000."

Mr. Lockett:

"Thank you."

Mrs. Angove:

"Norbert, do you have any ideas if we were to renovate for Alt. Ed. or another use for students being in there, what kind of costs we would be looking for in renovation? Would we run into any health issues for renovation, like asbestos or anything that we might have to deal with?"

Dr. Kennerknecht:

"In the appraiser's 'core of facility' he notes in the appraisal that he did not see any hazardous materials. I walked the building, and I did not see any hazardous materials either. As far as the Alt. Ed or vocational programs are concerned, I don't see anything that is major that would have to be changed. Some of these garages and bays are ideal for those types of programs. As far as relocating students for classrooms, I do have some reservations, but I do not have a cost analysis of what it would cost to bring those up to par."

Mrs. Angove:

"And if we do the Pleasant renovations, we are going to leave South Street empty? And I know we talked about this would be a good place to have the warehouse. Would South Street not be a good place for the warehouse or would this be a more ideal place for the warehouse location?"

Dr. Kennerknecht:

"I mean, I think my recollection is there would be consideration for Central Office at South Street."

Mrs. Angove:

"OK. My last question is, Norbert I don't know that this would be for you but more for Petter or Bob, but how are we paying for this? I mean I know we are going to get some reimbursement, but where is our lion's share coming from?"

Dr. Kennerknecht:

"For the procurement?"

Mrs. Angove:

"For all of it, the cost of all."

Dr. Kennerknecht:

"For the procurement of the property itself, I would say capital reserve."

Mrs. Angove:

"OK."

Dr. Kennerknecht:

"The improvements would be partly bond and partly the larger project."

Mrs. Angove:

"Just an add-on to the Master Facility?"

Dr. Kennerknecht:

"Yes."

Mrs. Angove:

"OK. Thank you."

Mrs. Zariczny:

"Norbert, in regard to the building itself and the exterior envelope, is it in pretty sound condition or do we have any repairs that are necessary to keep it dry?"

Dr. Kennerknecht:

"The roof is secure; there is no water coming in through the roof. I did note there were a couple of pieces of flashing and cap off the wall, but those are relatively minor things, and we can put them back on."

Mr. Lockett:

"To follow up with that, single pane windows?"

Dr. Kennerknecht:

"Not all of them."

Mr. Lockett:

"Are we looking at a window job?"

Dr. Kennerknecht:

"No, we are not looking at a window job there, at Beaty we are."

Mr. Byham:

"Any other questions or comments from Board members? Mr. Grant."

Mr. Grant:

"If it were determined that this were not the direction to go, do you have a plan B, or did this just come together enough in an opportunistic way that makes it unique?"

Dr. Kennerknecht:

"No, I think it is unique that property adjacent to one of our schools does not come available all of the time. In fact there is quite a shortage of expansion of any type. In the fact that we have a traffic problem there now, I think it is ideal. My other plan B would be, if building proves too expensive to improve for any purpose is to raise the building and maintain the lot for school purposes."

Anyone else, any Board members? Ok, at this point then, I'd like to open the proceedings up to public comment. And I ask that public comment be limited at this point only to speak to the potential purchase of the property we have been discussing. There is an opportunity later on in the agenda for public comment regarding other agenda items.

In order to insure that we have complete record of the public comment, I ask that any member of the public who wishes to speak make his or her remarks from the microphone at the podium, and I also ask that when you come to the microphone please state your full name so that the secretary can keep an accurate record of who speaks. Are there any members of the public that would like to offer public comment?"

Ms. Deborah Bosko:

"Just a very simple comment. I believe we still have Pittsfield School that is going to be coming up. The school district is going to be gaining it back in a year or so, why can't we use that instead of buying another building? Why can't we use the Pittsfield School for storage and other situations instead of buying another building when we already own one? Because I think it is coming up in about a year isn't it, that we get it back from the WCCBI? That is my only question."

Mr. Byham:

"Thank you. Any other members of the public that would like to speak? Ok, I would like to remind the Board and members of the public that copies of the comparative site evaluation and the summary of the lands and buildings currently owned by the district as prepared by Dr. Kennerknecht can be picked up either at tonight's meeting or at the Office of Buildings and Grounds. There is an action item regarding this property later on in the agenda. Unless the Board would like to discuss the matter any further, at this point I would like to turn this proceeding back over to Mr. Stewart to proceed with the other agenda items."

Mr. Stewart:

*"Thank you, Chris. Any other comment from the Board before we move on?"
(There was no other comment.)*

1.6 Public Comment

There was no public comment.

2.0 New Business

2.1 Five Year Budget – Discussion

Mr. Stewart thanked Mr. Greg McClanahan from PFM and administrators for making themselves available for the meeting.

Mr. Turnquist reviewed the excel file with the five-year budget forecast with board members.

A budget work session was scheduled for Monday, May 24, 2010, 6:00 p.m. at the Curwen Building.

2.2 Central Attendance Area Administrative Team Recommendation

CAA
Administrative
Team
Recommendation
Accepted
9-0-0

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Knapp that the Board of School Directors accepts the Central Attendance Area Administrative Team's recommendation to renovate Pleasant Township Elementary School and house grades K-1 Central Attendance Area students at the facility.

The result of the vote: Passed unanimously

2.3 Educational Specifications for Central Attendance Area Recommendation

Contract With
DeJong-Richter,
Inc. to Develop
Ed. Specs for CAA
Approved
9-0-0

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Werner that the Board of School Directors approves a contract to DeJong-Richter, Inc. to develop educational specifications for the Central Attendance Area K-1 elementary school in compliance with PDE guidelines.

FRIENDLY AMENDMENT: It was moved by Mr. Lockett that the Board of School Directors approves the contract in the amount of \$14,500 to DeJong-Richter, Inc. to develop educational specifications for the Central Attendance Area K-1 elementary school in compliance with PDE guidelines. Both Mrs. Zariczny and Mr. Werner agreed.

Roll Call Vote:

Voting Yes: Mrs. Zariczny, Mrs. Angove, Mr. Grant, Mr. Knapp,
Mr. Lockett, Ms. Paris, Mr. Stewart, Mr. Werner, Dr.
Yourchisin

The result of the vote: Passed unanimously

2.4 Master Facilities Plan

Master
Facilities Plan
Approved
9-0-0

Mr. Stewart asked that the rules be suspended for Mr. McClanahan and administration to discuss the Master Facilities Plan.

MOTION: It was moved by Mrs. Zariczny and seconded by Mrs. Angove that the Board of School Directors adopts the Master Facilities Plan consistent with the steering committee's recommendations and as set forth in Option 4B as presented.

Mrs. Zariczny asked that the steering committee be acknowledged for its work at the next Board meeting.

Ms. Paris asked that the spelling of Sheffield be corrected in the copies of the Master Facilities Plan.

Public Comment:

Mrs. Bosko	Russell, PA	Ms. Bosko questioned whether Eisenhower is going to get a second gym?
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Roll Call Vote:

Voting Yes: Dr. Yourchisin, Mrs. Zariczny, Mrs. Angove, Mr. Grant, Mr. Knapp, Mr. Lockett, Ms. Paris Mr. Stewart, Mr. Werner

The result of the vote: Passed unanimously

Mr. Stewart thanked Greg McClanahan and the administration for the presentation and for being available to answer questions.

2.5 Acquisition of Property

MOTION: It was moved by Mrs. Zariczny and seconded by Mrs. Paris that the Board of School Directors approves and authorizes the execution of, the attached Sales Agreement for the purchase from John Anderson of real property located adjacent to the Beaty Warren Middle School, with said property being identified in the tax assessment records of Warren County as WN-576-961; authorizes the Director of Building and Grounds to submit all PlanCon C documents relative to the property to PDE; and, upon approval of the PlanCon C documents by PDE, authorizes the Solicitor to complete the closing for the purchase of the property and authorizes the Board President and Board Secretary to execute all documents relative to the purchase of the property."

Acquisition of
Property
Approved
8-1-0

Roll Call Vote:

Voting Yes: Mr. Werner, Dr. Yourchisin, Mrs. Zariczny, Mrs. Angove, Mr. Grant, Mr. Knapp, Ms. Paris, Mr. Stewart

Voting No: Mr. Lockett

The result of the vote: Passed

2.6 Repository Sales

MOTION: It was moved by Mrs. Zariczny and seconded by Mrs. Angove that the Board of School Directors approves the Repository Sales per the attached documents.

Repository
Sales
Approved
9-0-0

The result of the vote: Passed unanimously

2.7 Custodial Services

MOTION: It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors approves the bid from All-Clean Custodial Services for a three-year contract without escalation of costs.

Mr. Knapp and Ms. Paris withdrew their motion to permit the solicitor to review a question regarding health insurance for the employees. The Board consented to place this motion on the agenda for Monday, May 24, 2010, special board meeting.

Custodial
Services
Sent to May
24, 2010,
Special
Meeting for
Consideration

2.8 2008-2009 Final Audit Report

Final Audit Report
Sent to May 24,
2010, Special
Meeting for
Consideration

MOTION: It was moved by Mr. Knapp and seconded by Mr. Grant that the Board of School Directors accepts and places into the minutes the 2008-2009 Final Audit Report.

Mr. Knapp and Mr. Grant withdrew their motion and the Board consented to place this item on the agenda for Monday, May 24, 2010, Special Board meeting.

2.9 Other

Mrs. Angove asked for an update from the Physical Plant and Facilities Committee regarding a floor issue at Russell Elementary where tiles are coming up off the floor. She asked if this will be addressed in the summer.

Dr. Kennerknecht stated that there was a leak and the moisture caused the floor tiles to buckle, and the situation will be addressed during the summer months. Bids are being sought to make the necessary repairs.

Mrs. Zariczny wondered if the Pay to Play audio conference is this week and is anyone scheduled to attend.

Mrs. Angove attended the event with the survey for the teens and engagement of youth being involved in the community. She wondered if youth could be involved with each of the committees as a way of involving them and wanted the board members thoughts.

Mr. Grant commented that a budget workshop has turned into a special meeting, and he asked that the chair give an indication as to how the time will be spent for the budget during that meeting.

Mr. Stewart asked that the Finance Committee chair take charge of the budget work session.

Mr. Lockett requested that Board members email their questions and concerns ahead of time so that they are addressed in a timely fashion.

Mr. Stewart announced there would be an executive session following the meeting to discuss personnel with no action to follow.

3.0 Informational Items

3.1 PlanCon Process – Dr. Norbert Kennerknecht

3.2 Tour of Model Schools – Millcreek Township School District

Dr. Kennerknecht will schedule a tour of model schools including J.S. Wilson Middle School, Walnut Creek Middle School, and the New Asbury Elementary School. The Board decided that June 2 was the most convenient date for the tour.

3.3 Informational Personnel

4.0 Closing Activities

4.1 Adjournment

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Lockett that

the meeting be adjourned.

The meeting adjourned at 9:20 p.m.

The Board met in executive session at 9:25 p.m. to discuss personnel issues.

Respectfully Submitted,

Ruth A. Huck, Board Secretary