

**PHYSICAL PLANTS AND FACILITIES COMMITTEE
MINUTES
JUNE 1, 2010
WARREN COUNTY CAREER CENTER, LARGE CONFERENCE ROOM**

COMMITTEE MEMBERS PRESENT:

Mrs. Donna Zariczny, Committee Chairperson
Ms. Mary Anne Paris, Committee Member

Mr. Tom Knapp, Committee Member
Dr. Norbert Kennerknecht, Director of
Buildings and Grounds Services

COMMITTEE MEMBERS ABSENT:

None

OTHERS PRESENT:

Mr. Arthur Stewart, Board President
Dr. Paul Yourchisin, Board Member
Mr. J.F. Lockett, Board Member
Dr. Robert Terrill, Superintendent
Ms. Amanda Hetrick, Director
Mrs. Diane Martin, Director
Mr. Brian Collopy, Administrator
Mrs. Melissa McLean, Recording Secretary
Mr. Colin Kyler, *Times Observer*

Mr. John Grant, Board Member
Mr. Jack Werner, Board Member
Mrs. Kim Angove, Board Member
Mrs. Amy Stewart, Director
Mrs. Rosemarie Green, Director
Mr. Petter Turnquist, Administrator
Mr. Matt Jones, Administrator
Mr. Brian Ferry, *Times Observer*
Members of the Public

1. Opening Activities

1.1 Call to Order

Meeting called to order at 6:18 p.m. by Chairperson Zariczny.

1.2 Public Comment

None

2. Old Business

2.1 WCCC Parking Lot Paving (WCSD Project #1003)

Discussion:

PDE requires the submission of 3074(a), project self-certification, for any project costing over \$15,000. Pre-bid meeting is June 7, 2010. Bids for the WCCC Parking Lot Paving project are due on June 14, 2010.

Action:

Forward both motions to June 14, 2010 Board meeting – motion 1 (PDE Form) on consent agenda and motion 2 (bid results) under other.

Motion 1:

That the Board of School Directors approves and forwards PDE Form 3074(a) for the WCCC Paving Project (WCSD Project No. 1003) to the Pennsylvania Department of Education for approval.

Motion 2:

That the Board of School Directors approves a contract to _____ in the amount of _____ for the project known as “WCCC Parking Lot Paving,” WCSD Project 1003.

2.2 SAMHS Roof Replacement (WCSD Project #1004)

Discussion:

PDE requires the submission of 3074(a), project self-certification, for any project costing over \$15,000. Pre-bid meeting is June 7, 2010. Bids for the SAMHS Roof Replacement project are due on June 14, 2010.

Action:

Forward both motions to June 14, 2010 Board meeting – motion 1 (PDE Form) on consent agenda and motion 2 (bid results) under other.

Motion 1:

That the Board of School Directors approves and forwards PDE Form 3074(a) for the SAMHS Roof Replacement project (WCSD Project No. 1004) to the Pennsylvania Department of Education for approval.

Motion 2:

That the Board of School Directors approves a contract to _____ in the amount of _____ for the project known as “SAMHS Roof Replacement,” WCSD Project 1004.

2.3 YHS Boiler Replacements (WCSD Project #1005)

Discussion:

PDE requires the submission of 3074(a), project self-certification, for any project costing over \$15,000.

Action:

Forward motion to June 14, 2010 Board meeting.

Motion:

That the Board of School Directors approves and forwards PDE Form 3074(a) for the YHS Boiler Replacements project (WCSD Project No. 1005) to the Pennsylvania Department of Education for approval.

3. New Business

3.1 PlanCon C – 209 Conewango Avenue

Discussion:

PDE requires submission of PlanCon C, for 209 Conewango Ave., to be submitted prior to the WCSD taking control of the property.

Action:

Forward motion to June 14, 2010 Board meeting.

Motion:

That the Board of Directors certifies that the attached materials were approved for submission to the Pennsylvania Department of Education by board action. The attached materials are being submitted prior to the purchase or taking by condemnation of the selected property in order to gain conditional approval for state reimbursement subject to the acquisition of all requisite approvals and permits. The board certifies that written PDE approval will be obtained prior to the date of the settlement or the filing date of the Declaration of Taking.

3.2 Electricity Procurement

Discussion:

Terms of the contract with the Employer Energy Alliance give the WCSD the flexibility to react to electricity market. The contract includes a small percentage for administrative fee, and allows cancellation with 30 days notice. Agreement was previously reviewed by the WCSD's solicitor.

Action:

Forward to June 14, 2010 Board meeting.

Motion:

That the Board of School Directors approves a contract to the Employer Energy Alliance of Pennsylvania for electric procurement.

3.3 Bleacher Repairs (Informational)

Discussion:

Gym bleachers at several schools are in need of repair. Bleachers at YHS, WAHS and SAMHS will be repaired during the summer of 2010. A bid document will be forthcoming in the fall for additional repairs at the other schools.

Action:

None

Motion:

None

4. Informational Items

4.1 Utilities Reports

Attachments:

- Gas Report – March 2010 – Chart & Graph
- Electric Report – March 2010 – Chart & Graph

4.2 Work Order Reports

Attachments:

- Work Order Report – April 2010
- Work Order Report – Summary – April 2010

4.3 Capital Reserve Reports

Attachments:

- Capital Reserve Reports

4.4 Electric Reduction Efforts

Discussion:

Buildings and Grounds and the Office of Technology are working to reduce the WCSD's electricity usage to save additional monies.

4.5 EMHS Ed. Spec. Lab #2

Discussion:

The second Educational Specification Lab, for Eisenhower Middle/Senior High School, will be held at EMHS on June 7, 2010 at 9:00 a.m.

6. Closing Activities

6.1 Next Meeting

Next meeting date and time to be determined.

6.2 Adjournment

Meeting adjourned at 6:31 p.m.