

**PHYSICAL PLANTS AND FACILITIES COMMITTEE
MINUTES
JUNE 28, 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
Mrs. Melissa McLean, Recording Secretary

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
Members of the Public

1. Opening Activities

1.1 Call to Order

Meeting called to order at 6:25 p.m. by Chairperson Zariczny.

1.2 Public Comment

None

2. Old Business

2.1 BWMS Window Replacements (WCSD Project #1007)

Discussion:

HRLC presented a time schedule for design of the project, bidding requirements, and construction phases.

Action:

Forward motion to special board meeting on June 28, 2010.

Motion:

That the Board of School Directors approve a work order to HRLC Architects in an amount not to exceed the DGS fee schedule for design and construction supervision for the project known as Beaty Warren Middle School Window Replacements.

2.2 PTS Renovation (WCSD Project #1006) – Ed Spec Architect

Discussion:

Board members participated in a recent tour of a neighboring school district and found the experience valuable.

Action:

Forward motion to special board meeting on June 28, 2010.

Motion:

That the Board of School Directors approve a work order to HRLC Architects in an amount not to exceed the DGS fee schedule for design and construction supervision for the project known as Pleasant Township School Renovation (WCSD Project #1006).

3. New Business

3.1 SAMHS Easement

Discussion:

Item tabled.

Action:

Item tabled for future PP&F Committee meeting.

Motion:

None.

3.2 Safety Committee

Discussion:

Safety committee was re-certified by the PA Department of Labor and Industry in June 2010. This results in a 5% discount for the WCSD's workers' compensation insurance.

Action:

None.

Motion:

None.

3.3 Paper Products / Miscellaneous Supplies

Discussion:

Paper supplies include items such as paper towels, toilet paper, hand soap, etc. It was determined as part of the custodial bid process that the WCSD could obtain these supplies cheaper by not including them in the contract, and bidding them separately.

Action:

Forward motion to special board meeting on June 28, 2010.

Motion:

That the Board of School Directors approves the Paper Products/Miscellaneous Supplies for the 2010-2011 school year per the attached documents.

4. Informational Items

4.1 Utilities Reports

4.2 Work Order Reports

4.3 Capital Reserve Reports

4.4 Project Reports

Discussion:

Chairperson Zariczny reminded board members that a significant amount of work and repairs occurs in the schools during the summer.

6. Closing Activities

6.1 Next Meeting

July 26, 2010; following CIT; at WCCC

6.2 Adjournment

Meeting adjourned at 6:38 p.m.