

**PHYSICAL PLANTS AND FACILITIES COMMITTEE
MINUTES
NOVEMBER 21, 2011; 6:00 PM
WARREN COUNTY CAREER CENTER, LARGE CONFERENCE ROOM**

COMMITTEE MEMBERS PRESENT:

Ms. 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
Mr. Jack Werner, Board Member
Mr. Brandon Hufnagel, Superintendent
Ms. Amy Stewart, Director
Mr. Jim Grosch, Director
Mr. Matt Jones, Administrator
Ms. Sue Turner, Administrator
Melissa McLean, Recording Secretary

Mr. John Grant, Board Member
Dr. Paul Youchisin, Board Member
Ms. Amanda Hetrick, Director
Mrs. Diane Martin, Director
Mr. Jim Miller, Administrator
Mr. Brian Collopy, Administrator
Mr. Colin Kyler, *Times Observer*
Members of the Public

1. Opening Activities

1.1 Call to Order

Meeting called to order at 6:00 p.m. by Committee Chairperson Donna Zariczny.

1.2 Public Comment

None

2. Old Business

None

3. New Business

3.1 EMHS Boiler Project (WCSD Project #1107)

Discussion:

A pre-bid meeting for the project will be held on November 30, with a public bid opening on December 2, 2011. Administration, with the Committee's approval, will bring a motion forward at the December 5, 2011 Board meeting. The motion will include the project and the appropriate PDE form.

At the Committee's request, the administration will have information regarding instituting the emergency housing procedures in necessary. This information will include transportation estimates.

Action:

Forward motions to the December 5, 2011 Board of School Directors meeting.
Administration will provide additional information at that time.

Motion 1:

That the Board of School Directors approves submission of PDE Form 3074(a) for the project known as the EMHS Boiler Project, WCSD Project No. 1107.

Motion 2:

That the Board of School Directors approves a contract to _____, in the amount of \$_____, for the project known as the EMHS Boiler Project, WCSD Project #1107.

3.2 Addendum to Custodial Agreement with All Clean

Discussion:

The proposed addendum to the existing agreement allows All Clean, with the approval of the WCSD, to discipline District employees under their management. The WCSD retains the sole responsibility for discharging an employee.

Action:

Forward motion to the December 5, 2011 Board of School Directors meeting.

Motion:

That the Board of School Directors approves Addendum 2 to the All Clean contract as per the attached document.

3.3 Addendum to the Lease Agreement for the YEMS PTO Basketball Project

Discussion:

The proposed addendum changes the completion date of the project from December 2011 to August 2012. At the Committee's request, the completion date will be before the start of the 2012-13 school year.

Action:

Forward motion to the December 5, 2011 Board of School Directors meeting.

Motion:

That the Board of School Directors approves the Addendum to the Lease Agreement for the YEMS PTO Basketball Project as per the attached document.

4. Informational Items

4.1 Work Order Reports

4.2 Utilities Reports

Discussion:

Committee requested comparison of SGES and BWMS natural gas bills pre- and post-window installation. Comparison to be presented at next PPF Committee meeting.

4.3 Capital Projects & Capital Reserve Reports

4.4 Project Reports

Discussion:

The BWMS Driveway Project (WCSD Project #1101), and the WCCC Emergency Transformer Replacement (WCSD Project #1106) are substantially complete and are in the final close-out stages.

Bids will be received for the EMHS Boiler Project (WCSD Project #1107) on December 2, 2011.

The BWMS Renovation Project (WCSD Project #1103) continues to progress. Submission of PlanCons D and E are anticipated for January 2012. Administration will have a revised floor plan available for review at the next PPF Committee meeting.

5. Other

6. Closing Activities

6.1 Next Meeting

To be determined by the Board of School Directors at the organizational meeting on December 5, 2011.

6.2 Adjournment

Meeting adjourned at 6:14 p.m.