

**PHYSICAL PLANTS AND FACILITIES COMMITTEE
MINUTES
FEBRUARY 27, 2012; 6:00 P.M.
WARREN COUNTY CAREER CENTER, LARGE CONFERENCE ROOM**

COMMITTEE MEMBERS PRESENT:

Ms. Donna Zariczny, Committee Chairperson
Ms. Mary Anne Paris, Committee Member
Dr. Norbert Kennerknecht, Director of
Buildings and Grounds Services

Mr. Tom Knapp, Committee Member
Mr. Cody McGraw, Student Representative

COMMITTEE MEMBERS ABSENT:

None

OTHERS PRESENT:

Mr. Arthur Stewart, Board President
Mr. Michael Zamborik, Board Member
Dr. Paul Yourchisin, Board Member
Mr. Brandon Hufnagel, Superintendent
Ms. Amy Stewart, Director
Mr. Jim Grosch, Director
Ms. Sue Turner, Administrator
Mr. Mike Kiehl, Administrator
Mr. Josh Cotton, *Times Observer*
Melissa McLean, Recording Secretary

Mr. John Grant, Board Member
Ms. Nancy McDanel, Board Member
Mr. Jack Werner, Board Member
Ms. Amanda Hetrick, Director
Mrs. Diane Martin, Director
Mr. Jim Miller, Administrator
Mr. Matt Jones, Administrator
Mr. Brian Collopy, Administrator
Mr. Brian Ferry, *Times Observer*
Members of the Public

1. Opening Activities

1.1 Call to Order

Meeting called to order at 6:05 p.m. by Committee Chairperson Donna Zariczny.

1.2 Public Comment

None

2. Old Business

None

3. New Business

3.1 WAN-Zito Contract Addendum

Discussion:

The contract addendum aligns with the changes expected to the Master Facilities Plan removing the site known as “Pleasant Township Elementary School.” Removal of “PTES” prevents the district from being liable for charges outlined in the contract.

Action:

Forward motion to March 2012 Board meeting – consent agenda.

Motion:

That the Board of School Directors approves the addendum to the Zito Media Communications Wide Area Network contract, removing “Pleasant Township Elementary School” from the district’s list of active school sites requiring data services.

3.2 Master Facilities Plan Addendum

Discussion:

The Addendum to the Master Facilities Plan (MFP originally authored by DeJong in 2008) updates and creates new options for school configurations.

Action:

Forward motion to March 2012 Board meeting – place under other on agenda.

Motion:

That the Board of School Directors accepts the 2012-13 Addendum to the September, 2008, Warren County School Master Facilities Plan and directs the administration to in the future bring forth recommendations to the Board consistent with option #___ of the Plan for the Board's consideration, with the understanding that this motion does not approve any action specified as a part of option #___; that all actions associated with option #___ shall require additional Board approval when applicable; and that no approval shall be provided until all applicable laws and regulations have been adhered to.

3.3 Approval of PlanCon D for BWMS Renovations (WCSD Project #1103)

Discussion:

Project Accounting Based on Estimates, is concerned with estimated project costs. In this part, various "tests" of a district's financial ability to make payments are performed, as required by Section 21.51 of the State Board of Education Regulations. This part also addresses the requirements for public hearings on school building projects, as required by Sections 7-701.1 and 7-731 of the Public School Code of 1949, as amended. PlanCon Part D also provides an estimate of state reimbursement. Approval of PlanCon D is required by PDE to progress with the BWMS Renovations project.

Action:

Forward motion to March 2012 Board meeting – place under other on agenda.

Motion:

That the Board of School Directors approve for submission to the Pennsylvania Department of Education, PlanCon D for the project known as the Beaty Warren Middle School Renovations (WCSD Project #1103).

3.4 Approval of PlanCon E for BWMS Renovations (WCSD Project #1103)

Discussion:

Design Development, is a conference to review the architectural aspects of a project when the design is fully developed. The architect and a district administrator must be present at this review conference.

Action:

Forward motion to March 2012 Board meeting – place under other on agenda.

Motion:

That the Board of School Directors approve for submission to the PA Department of Education, PlanCon Part E for the project known as the BWMS Renovation, WCSD Project #1103. The Board acknowledges that this project will not be eligible for reimbursement until bids are opened for the final construction phase and PlanCon Part G for the entire project building is approved by PDE.

3.5 Proposal: Student Enrollment Projections

Discussion:

Thomas & Williamson has provided a proposal to the WCSD to update enrollment projections. They can complete the project in 30 days.

Administration is checking with PDE regarding the feasibility of using projections created internally.

Action:

Administration to continue follow-up with PDE and report back to PPF Committee.

Motion:

None

4. Informational Items

4.1 Project Reports / Timelines

Discussion:

- **BWMS Driveway (Project #1101):** Project closed out and will be taken off report for March.
- **WCCC Emergency Transformer Replacement (Project #1106):** Project closed out and will be taken off report for March.
- **EMHS Boiler Project (Project #1107):** Project still in final close out stage.

4.2 Capital Reserve / Capital Summary Reports

4.3 Utilities Reports

Discussion:

For the 2011 calendar year the WCSD purchased electricity through the Employers' Energy Alliance of Pennsylvania, Inc. During 2011 the WCSD had a savings of \$104,538.71, or 21%, over the cost of purchasing electricity through PennElec.

4.4 Work Order Reports

5. Other

5.1 Board Goal #2 / Building Tours

Discussion:

Board Goal #2 is: By June 2012, the WCSD will prepare a facilities master plan that supports the curriculum and instructional goals of the master education plan, focusing particularly on the urgent short term needs as well as the long term needs of the District.

Tours were conducted on February 11 and February 25, 2012. The final building tours will occur on March 7, 6:00 p.m., beginning at WCCC and proceeding to WAHS and WAEC.

5.1 EMHS Project / QZAB Funding

Discussion:

Administration met with officials at PDE regarding a reallocation of QZAB money for the project known as the Eisenhower Middle / Senior High School renovations. As of the date of the meeting, no answer has yet been received from PDE.

At Committee's request, administration will draft a resolution supporting the reallocation of QZAB money and make it available for March 2012 board meeting.

6. Closing Activities

6.1 Next Meeting

March 26, 2012; following CIT; at Warren County Career Center.

6.2 Adjournment

Meeting adjourned at 6:49 p.m.