

**PHYSICAL PLANTS AND FACILITIES COMMITTEE
MINUTES
NOVEMBER 19, 2012; FOLLOWING CIT
WARREN COUNTY CAREER CENTER, LARGE CONFERENCE ROOM**

COMMITTEE MEMBERS PRESENT:

Ms. Donna Zariczny, Committee Chair
Ms. Mary Anne Paris, Committee Member

Mr. Tom Knapp, Committee Member
Dr. Norbert Kennerknecht, Director

COMMITTEE MEMBERS ABSENT:

None

OTHERS PRESENT:

Mr. Arthur Stewart, Board President
Ms. Nancy McDanel, Board Member
Dr. Paul Yourchisin, Board Member
Mr. Brandon Hufnagel, Superintendent
Mr. Gary Weber, Director
Mr. Mike Kiehl, Administrator
Ms. Sue Turner, Administrator
Ms. Ruth Huck, Board Secretary
Members of the Public

Mr. Michael Zamborik, Board Member
Mr. Jack Werner, Board Member
Mr. John Grant, Board Member
Ms. Amy Stewart, Director
Ms. Patty Hawley-Horner, Director
Mr. Paul Leach, Administrator
Ms. Melissa McLean, Recording Secretary
Mr. Josh Cotton, *Times Observer*

1. Opening Activities

1.1 Call to Order

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

1.2 Public Comment

None

2. Old Business

None

3. New Business

3.1 RediCheck Review for SAMHS Elementary Addition (WCSD #1204)

Discussion:

Specifications and drawings are complete enough to submit to Redi-Check for an interdisciplinary review of the project. This process has been used for the BWMS Renovations project, as well as the projects at EMHS. The motion is for an amount not to exceed, and it is possible that the final amount will be much lower.

Action:

Forward motion to December 3, 2012 Board meeting consent agenda.

Motion:

That the Board of Directors approves a contract to Redi-Check International in the amount not to exceed \$20,050.00 for a inter-disciplinary review of the architectural, structural, demo, electrical, HVAC, plumbing, technology, life safety and food services

drawings and specifications, for the project known as the SAMHS Elementary Addition (WCSD #1204).

3.2 PlanCon E for Sheffield Area Middle/High School Elementary Addition (WCSD #1204).

Discussion:

The SAMHS Addition project continues to progress through the necessary steps. PlanCon E, Design Development, is a conference with the Pennsylvania Department of Education to review the architectural aspects of a project. The architect and a district administrator must be present at this review conference.

Action:

Forward motion to December 3, 2012 Board meeting under “Other” on agenda.

Motion:

That the Board of School Directors approves for submission to the PA Department of Education, PlanCon Part E for the project known as the SAMHS Elementary Addition, WCSD Project #1204. 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.

3.3 Facility Rental Fees

Discussion:

The Board policies that govern the use of facilities require the Board to approve the fee structure. Administrative procedures have been put in place to handle rentals, with the majority of the paperwork being approved and completed at Central Office.

Action:

Forward motion to December 3, 2012 Organizational Board meeting.

Motion:

That the Board of School Directors approves the attached facility rental fee schedule for the 2013 year.

3.4 Bond Resolution for EMHS and SAMHS Elementary Addition Projects (WCSD #1203 & #1204)

Discussion:

QZAB dollars can only be used for renovation and not new construction; therefore, to complete the EMHS and SAMHS Elementary Addition Projects the WCSD will need to secure a government obligation bond. Attorneys, bond counsel and PFM are working on the necessary documents and will have them available for the December 3 Board meeting.

Action:

Forward motion to December 3, 2012 Board meeting under “Other” on agenda.

Motion:

That the Board of School Directors approves the bond resolution for the projects known as the EMHS Elementary Addition (#1203) and the SAMHS Elementary Addition (#1204) as per the attached document.

3.5 Agreement with Farmington Township

Discussion:

Farmington Township is required to review the storm water management plan(s) for the EMHS Renovations and Additions (K-12) project, and is requesting the WCSD put \$5,000 in escrow to pay for the review. Bids for the projects can not be opened until all approvals are received. The WCSD Solicitor is currently reviewing the agreement.

Action:

Forward motion to December 3, 2012 Board meeting under “Other” on agenda.

Motion:

That the Board of School Directors approves an agreement with Farmington Township pending approval from the Warren County School District’s solicitor.

3.6 20% Rule Variance Request for Sheffield Area Elementary Addition Project (WCSD #1204)

Discussion:

The Pennsylvania Department of Education (PDE) has reviewed all the materials that have been submitted to date for the SAMHS Elementary Addition Project. PDE developed the attached resolution for the Board’s approval as a necessary step to proceeding with the project.

Action:

Forward motion to December 3, 2012 Board meeting on consent agenda.

Motion:

That the Board of School Directors approves the attached resolution relative to the project known as the Sheffield Area Middle/High School Elementary Addition (WCSD #1204).

4. Informational Items

4.1 Project Reports / Updates

Discussion:

EMHS Renovation & Additions (K-12) (WCSD #1002 & #1203):

- The WCSD is in receipt of a report provided, free of charge, by DEP relative to the sewer treatment plant located at the current Eisenhower Middle/High School Facility. An engineer is working with the administration to configure the recommendations and include them in the bid process for the upcoming projects.

BWMS Renovation (WCSD #1103):

- A detailed project report was emailed to Board members prior to the Committee meetings.
- Progress pictures detailed the extent of the work thus far.

- The project is currently right on schedule – not behind and not ahead.

4.2 Work Order Reports

4.3 Utilities Reports

5. Other

None

6. Closing Activities

6.1 Next Meeting

To be determined by the Board of School Directors at their organizational meeting on December 3, 2012.

6.2 Executive Session

The PPF Committee scheduled an executive session to occur at approximately 6:50 p.m. to discuss matters relating to personnel.

6.3 Adjournment

Meeting adjourned at 6:29 p.m.