

PHYSICAL PLANTS AND FACILITIES COMMITTEE MINUTES

FEBRUARY 24, 2014; 6:00 P.M.
WARREN COUNTY CAREER CENTER, LARGE CONFERENCE ROOM

COMMITTEE MEMBERS PRESENT:

Mr. Tom Knapp, Committee Member, Acting Chair
Ms. Mary Anne Paris, Committee Member
Mr. Mike Zamborik, Committee Member Pro Tem
Dr. Norbert Kennerknecht, Director

COMMITTEE MEMBERS ABSENT:

Ms. Donna Zariczny, Committee Chair

OTHERS PRESENT:

Mr. Arthur Stewart, Board President
Ms. Mary Ann Paris, Board Member
Ms. Trish Rosenstein, Board Member
Ms. Marcy Morgan, Board Member
Ms. Ruth Huck, Board Secretary
Dr. Bill Clark, Superintendent
Mr. Jim Grosch, Director
Mr. Gary Weber, Director
Ms. Ruth Nelson, Interim Director
Mr. Mike Kiehl, Administrator
Mr. Brian Collopy, Administrator

Ms. Sue Turner, Administrator
Ms. Sandy Wilks, Administrator
Mr. Phil Knapp, Principal
Mr. Eric Mineweaser, Principal
Mr. Shannon Yeager, Principal
Ms. Chris Haslett, 21st Century Program
Ms. Melissa McLean, Recording Secretary
Mr. Budd Mraena, Basco Architects
Mr. Josh Cotton (WTO)
Approx. 7 public

1. Opening Activities

1.1 Call to Order

Meeting called to order at 6:01 p.m. by Acting Chairperson Mr. Tom Knapp, filling in for Chairperson Ms. Donna Zariczny. Board Member Mr. Mike Zamborik is filling in as a Committee Member for Mr. Knapp.

1.2 Public Comment

None

2. Old Business

2.1 Discussion/Update: Vacant Facilities

Discussion:

This item is addressed by agenda items 3.1 through 3.3.

Action:

None

Motion:

None

3. New Business

3.1 Sugar Grove Elementary School Closure

Discussion:

This closure is part of the Master Facilities Plan previously approved by the Board of School Directors. This motion will allow the closing to remain in compliance with state laws and requirements, and was drafted by the WCSD's Solicitor. This motion closes Sugar Grove Elementary School effective on August 22, 2014.

Action:

Forward motion to March 10, 2014 Board meeting.

Motion:

Based on the information presented to the Board as part of the June 4, 2012, public hearing and in accordance with Section 1311 of the School Code, the Board of School Directors hereby orders the closure of Sugar Grove Elementary School due to the declining enrollment within the District and in order to implement the September 2008 Warren County School District Master Facilities Plan, as amended. I further move that said closure shall be effective on August 22, 2014, and that the Board authorizes the administration to carry out all administrative steps that are necessary to effectuate said closing pursuant to 24 P.S. §5-524, 22 Pa. Code §349.28, 22 Pa Code §4.41, or otherwise.

3.2 Resolution: Reassigning Sugar Grove Elementary School Students to the Eisenhower K-12 School Commencing with the 2014/2015 School Year

Discussion:

This closure is part of the Master Facilities Plan previously approved by the Board of School Directors. This motion and accompanying resolution will allow the closing to remain in compliance with state laws and requirements, and was drafted by the WCSD's Solicitor. This reassigns Sugar Grove Elementary School students to the Eisenhower K-12 building beginning with the 2014/15 school year.

Action:

Forward motion to March 10, 2014 Board meeting.

Motion:

That the Board of School Directors, due to the closure of the Sugar Grove Elementary School, approves the Resolution as presented reassigning those students that would have otherwise attended the Sugar Grove Elementary School to the Eisenhower K-12 School commencing with the 2014-2015 school year.

3.3 Resolution: Reassigning Russell Elementary School Students to the Eisenhower K-12 School and also Relocating Central Office to Russell Elementary School

Discussion:

This closure is part of the Master Facilities Plan previously approved by the Board of School Directors. This motion and accompanying resolution will allow the closing to remain in compliance with state laws and requirements, and was drafted by the WCSD's Solicitor. This move reassigns Russell Elementary School Students to the Eisenhower K-12 building beginning with the 2014/15 school year, and reassigns the Russell Elementary School as the WCSD's Central Administrative Offices.

Action:

Forward motion to March 10, 2014 Board meeting.

Motion:

Based on the information presented to the Board as part of the June 4, 2012, public hearing, due to the declining enrollment within the District, and based on the September 2008 Warren County School District Master Facilities Plan, as amended, I move that the Board of School Directors approves the Resolution as presented reassigning those students would have otherwise attended Russell Elementary School to the Eisenhower K-12 School and relocating Central Office to Russell Elementary School, with the understanding that the building shall cease operating as Russell Elementary School on June 30, 2014, and shall commence operating as Central Office on July 1, 2014. I further move that the Board authorizes the administration to carry out all administrative steps that are necessary to effectuate said reassignment and relocation closing pursuant to 24 P.S. §5-524, 22 Pa. Code §349.28, 22 Pa Code §4.41, or otherwise.

3.4 Policy 1017 School Building Names – First Reading

Discussion:

All school buildings throughout the WCSD are named in Board Policy 1017 – School Building Names. If the aforementioned motions and resolutions are passed, this policy will need to be changed to reflect the closings as well as the new K-12 campuses. The administrative recommendation would be to have one name for each of the new campuses. The PPF Committee's recommendation is to name the schools "Eisenhower K-12 School" and "Sheffield K-12 School."

Action:

Forward motion to March 10, 2014 Board meeting.

Motion:

That the Board of School Directors approves on first reading the proposed changes to Policy 1017, titled "School Building Names," as presented.

3.5 Agreements for Open-ended Professional Design Services

Discussion:

Open-ended agreements are the contracts that the WCSD has with professional firms for design services. Individual work orders are then issued off of these agreements.

Action:

Forward motion to March 10, 2014 Board meeting.

Motion:

That the Board of School Directors approves an Open-Ended Architectural/Engineering Agreement with Basco Associates and McFarland, Kistler & Associates in an amount not to exceed the DGS fee schedule for design and construction supervision.

3.6 Work Order for Eisenhower ADA Ramp (WCSD #1401)

Discussion:

This work order would be issued to Basco Associates to design an ADA compliant ramp at the Eisenhower school. This ramp will also enable the cafeteria staff to more easily move food from one portion of the school to the other.

Action:

Forward motion to March 10, 2014 Board meeting.

Motion:

That the Board of School directors approves a work order to Basco Associates for \$5,000.00 for drawings and specifications for the project known as the Eisenhower ADA Ramp, WCSD #1401.

3.7 Work Orders for Eisenhower Elementary Food Prep Area (WCSD #1402)

Discussion:

This work order will be to McFarland, Kistler & Associates for drawings and specifications for a food preparation area in the Eisenhower elementary addition that will meet all Department of Agriculture requirements.

Action:

Forward motion to March 10, 2014 Board meeting.

Motion:

That the Board of School Directors approves a work order to McFarland, Kistler & Associates for \$4,960.00 for drawings and specifications for the project known as the Eisenhower Elementary Food Prep Area, WCSD Project #1402.

4. Informational Items

4.1 Project Reports / Timelines

Discussion:

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

- Slideshow of progress pictures presented at meeting.

BWMS Renovation (WCSD #1103):

- Slideshow of progress pictures presented at meeting.
- Students and faculty are using entirety of building now. Contractors are finishing small, final punchlist items.

SAMHS Additions & Alterations (K-12) (WCSD #1204):

- Slideshow of progress pictures presented at meeting.

4.2 Work Order Reports

4.3 Utilities Reports

Discussion:

Annually, National Fuel Gas Resources presents the WCSD with the basis for our gas accounts. The basis gets added to the price that we purchase our gas from off of NYMEX. Our previous basis was 40 cents. Our new basis is -57 cents and will remain steady for the next three years.

5. Other

None

6. Closing Activities

6.1 Next Meeting

Next Meeting: March 31, 2014; following CIT; at WCCC.

6.2 Adjournment

Meeting adjourned at 6:34 p.m.