

**PHYSICAL PLANTS AND FACILITIES COMMITTEE  
MINUTES  
FEBRUARY 26, 2018; 6:00 P.M.  
CENTRAL ADMINISTRATIVE OFFICES, BOARD ROOM**

**COMMITTEE MEMBERS PRESENT:**

Ms. Marcy Morgan, Committee Chairperson  
Mr. Arthur Stewart, Committee Member  
Mr. Jeffrey Labesky, Committee Member

**COMMITTEE MEMBERS ABSENT:**

Dr. Norbert Kennerknecht, Director of Buildings and Grounds

**OTHERS PRESENT:**

Ms. Donna Zariczny, Board President  
Mr. Paul Mangione, Board Vice President  
Mr. Joseph Colosimo, Board Member  
Ms. Elizabeth Huffman, Board Member  
Ms. Mary Passinger, Board Member  
Mr. Michael Zamborik, Board Member  
Ms. Ruth Huck, Board Secretary  
Ms. Amy Stewart, Superintendent  
Mr. Gary Weber, Director  
Mr. Jim Grosch, Director  
Ms. Rhonda Decker, Director  
Dr. Patty Hawley, Director  
Mr. Eric Mineweaser, Supervisor  
Mr. Rick Gignac, Supervisor  
Ms. Sue Turner, Supervisor  
Mr. Roger Tubbs, Administrator  
Ms. Melissa McLean, Recording Secretary

Ms. Lousie Tharp, WCEA Representative  
Mr. Brian Reynolds, Interim Principal  
Ms. Erika Alm, Interim Principal  
Ms. Kim Yourchisin, Principal  
Mr. Glenn Smith, Asst. Principal  
Mr. Shannon Yeager, Principal  
Ms. Mary Ann Mead, Asst. Principal  
Mr. Jeff Flickner, Principal  
Ms. Amy Stimmell, Asst. Principal  
Mr. Joshua Vincent, Asst. Principal  
Ms. Liz Kent, Principal  
Ms. Shelly Wagner, Principal  
Ms. Amy Beers, Principal  
Mr. Jim Evers, Principal  
Ms. Misty Weber, Principal  
Mr. Andrew Morrison, *Times Observer*  
Approximately 21 Members of the Public

**1. Opening Activities**

**1.1 Call to Order**

The meeting was called to order at 6:02 p.m. by Chairperson Ms. Marcy Morgan.

**1.2 Public Comment**

None.

**2. Old Business**

None

### **3. New Business**

#### **3.1 Approval of PlanCon J Submission for Sheffield Area K-12**

Discussion:

Submission of PlanCon J to PDE is the final step in the PlanCon process for a construction project. When Part J is approved by PDE, the final reimbursement percentage is set.

Action:

Forward motion to Board meeting.

Motion:

That the Board of School Directors certifies that the attached PlanCon J materials are approved for submission to the Pennsylvania Department of Education for the project known as the Sheffield K-12 Alterations & Additions (WCSD #1204, PDE #3753).

### **4. Informational Items**

#### **4.1 Board Initiatives / Project Reports**

Discussion:

The WAHS Additions & Alterations project is considered substantially complete at this time. Contractors will be on site likely through the end of summer (2018) working on punch list items, and finish work on the grounds and exterior.

#### **4.2 Local Business Participation Verification (LBPV) Initiative – WAHS Alterations & Additions**

Discussion:

As part of the WAHS Additions & Alterations project, contractors were required to spend a certain percentage of their total awarded contract value in Warren County. Based on the receipts submitted, at least 2.4 million dollars was spent in the local community.

#### **4.3 WCCC Architect Design Schedule**

Discussion:

The architect's proposed schedule is attached for information review. The schedule covers from current date through 2020.

#### **4.4 B&G 7-year Plan**

Discussion:

The 7-year plan is a fluid document as needs frequently change, and systems either last longer than anticipated, or fail sooner than anticipated. One of the biggest needs will be re-roofing projects as various schools.

Document also includes items such as upgrades to custodial equipment, as well as the District's maintenance fleet. Dollars allocated for annual items such as parking pot painting and hazard chemical removal.

#### **4.5 Work Order Reports**

Discussion:

None

**4.6 Other**

Discussion:

The Administration is working with Thomas & Williamson to progress on updating the Master Facilities Plan. The first step in the process is to complete an enrollment study.

**5. Other**

Mr. Zamborik shared information from the local newspaper regarding school security.

**6. Closing Activities**

**6.1 Next Meeting**

March 26, 2018, following PACCA, in the Central Office Board Room.

**6.2 Executive Session**

None

**6.3 Adjournment**

Meeting adjourned at 6:19 p.m.