

**PHYSICAL PLANTS AND FACILITIES COMMITTEE
MINUTES
JULY 30, 2018; FOLLOWING CIT
CENTRAL ADMINISTRATIVE OFFICES, BOARD ROOM**

COMMITTEE MEMBERS PRESENT:

Ms. Marcy Mogan, Committee Chairperson
Mr. Jeffrey Labesky, Committee Member
Mr. Arthur Stewart, Committee Member
Dr. Norbert Kennerknecht, Director of Buildings and Grounds

COMMITTEE MEMBERS ABSENT:

None

OTHERS PRESENT:

Ms. Donna Zariczny, Board President	Mr. Eric Mineweaser, Supervisor
Mr. Paul Mangione, Board Vice President	Mr. Rick Gignac, Supervisor
Ms. Elizabeth Huffman, Board Member	Ms. Sue Turner, Supervisor
Mr. Joseph Colosimo, Board Member	Mr. Matt Jones, Administrator
Mr. Michael Zamborik, Board Member	Mr. Mike Kiehl, Administrator
Mrs. Mary Passinger, Board Member	Mr. Shane Flannery, Administrator
Atty. Christopher Byham, Board Solicitor	Ms. Melissa McLean, Recording Secretary
Ms. Ruth Huck, Board Secretary	Ms. Liz Kent, Principal
Ms. Amy Stewart, Superintendent	Ms. Louise Tharp, WCEA Representative
Mr. Jim Grosch, Director	Mr. Brian Ferry, <i>Times Observer</i>
Ms. Rhonda Decker, Director	Approximately 4 Members of the Public
Dr. Patty Hawley, Director	

1. Opening Activities

1.1 Call to Order

The meeting was called to order at 7:29 p.m. by Chairperson Mrs. Marcy Morgan.

1.2 Public Comment

None

2. Old Business

3.1 Demographic Study (Thomas & Williamson)

Note: Item 3.1 was presented during the CIT meeting on July 30, 2018. Information from the minutes pertaining to this item are repeated here for historical record purposes:

Discussion:

Jon Thomas, T&W; Blake Leibert, T&W; and Warren Woods, Davis Demographics

The presentation to the Board is on the Demographics Study. This study is the basis for a new Master Facilities Plan. Information from this plan can feed into future information. Mr. Warren Woods gave an overview of the process for the demographic study. He has noticed that there is no development in Warren. The last four years of mapped student

data are represented. The study splits attendance area into a planning area – municipal area, neighborhood, etc. It looks at growth patterns as well as increases and declines and compares where students live compared to where they are enrolled.

In our district, two factors are affecting the forecast numbers, which are birthrates within the county and a mobility cohort. A mobility cohort looks at where a student point is one year compared to the next in regard to grade changes. The study applies the base information to understand the matriculation effect. Kindergarten rates help to anticipate how many kindergarten students we should be getting, but it is difficult to predict without live birth data. The trend is that young families are having kids, and then moving before they reach school age.

Mobility factors help us understand where the kids are. He sees a stable District. The numbers are not too dramatic. The Warren area numbers are a bit higher in the higher grades. Each study area has its own forecast that goes with that area. The resident student population in high school will most likely lose approximately two classes over the next two years. Elementary enrollment is expected to increase, and then decline three classrooms over the entire elementary population. Eisenhower is expected to lose the most of all areas in the district, as they had one of the smallest kindergarten classes. Middle school is declining at Eisenhower, as well. Eisenhower is expected to have the greatest decrease in student population over the next ten years. High school has larger than average classes being followed by smaller classes. Growth is showing up towards the Youngsville area.

Birthrates are declining nationwide. There is a decline in population because the population is getting older, and there is nothing to keep young adults in this area. People will keep moving within the county, but without development in the community, there will not be an influx. Decline is going to plateau. The decline in educational enrollment is occurring nation-wide, it is not just a Warren problem. The difference is that Warren has been declining slowly, whereas, other areas have been declining more suddenly.

Mr. Jon Thomas said the Baby Boom generation is moving through the District. We are now seeing that in our enrollment and we are on the tail of the decline for our rural area. He will make copies of the population numbers for the area and send it to the Board.

Action:

None.

Motion:

None.

3. New Business

3.1 Open-ended Laborer Agreement

Discussion:

Bid opening is scheduled for August 13, 2018. This type of agreement is similar to one that the District has had for the past few years to assist with moving and general labor services.

Action:

Forward motion to Board meeting on August 13, 2018.

Motion:

That the Board of School Directors approves the Independent Contractor agreement, pending solicitor's review and approval, authorizing _____ to perform moving and laborer services for the District subject to the restriction that the total amount paid shall not exceed \$100,000.

3.2 Open-ended Carpenter Agreement

Discussion:

Bid opening is scheduled for August 13, 2018. This type of agreement is similar to one that the District has had for the past few years to assist with general carpentry services.

Action:

Forward motion to Board meeting on August 13, 2018.

Motion:

That the Board of School Directors approves the Independent Contractor agreement, pending solicitor's review and approval, authorizing _____ to perform carpentry services for the District subject to the restriction that the total amount paid shall not exceed \$100,000.00.

3.3 Forklift Procurement

Discussion:

The move of the District's warehouse and maintenance facilities to the former Sugar Grove Elementary School necessitates a reorganization and evaluation of how certain tasks are performed. The forklift will be utilized for the shipping and receiving of deliveries as well as a variety of internal tasks.

Administration is recommending the purchase of the used forklift from the state bid list (CoStars). Additional quotes are provided for comparison purposes.

Action:

Forward motion to Special Board meeting on July 30, 2018.

Motion:

That the Board of School Directors approves the procurement of a forklift from Penn West Industrial Truck, LLC (CoStars #008490) in an amount not to exceed \$17,900, as presented.

4. Informational Items

4.1 Board Initiatives / Project Reports

Discussion:

The Warren County Career Center Additions and Alterations project is moving along on schedule. Architects will be present at the Board meeting on August 13, 2018 to present conceptual drawings..

5. Other None

6. Closing Activities

6.1 Next Meeting

August 27, 6:00 p.m., in the Central Office Board Room.

6.2 Executive Session

None.

6.3 Adjournment

Meeting adjourned at 7:35 p.m.