

**PHYSICAL PLANTS AND FACILITIES COMMITTEE  
MINUTES  
MARCH 25, 2019; FOLLOWING PACCA  
CENTRAL ADMINISTRATIVE OFFICES, BOARD ROOM**

**COMMITTEE MEMBERS PRESENT:**

Mr. Jeffrey Labesky, Committee Member & Chair Pro Tem  
Ms. Elizabeth Huffman, Committee Member Pro Tem  
Mr. Paul Mangione, Committee Member Pro Tem  
Dr. Norbert Kennerknecht, Director of Operations

**COMMITTEE MEMBERS ABSENT:**

Mrs. Marcy Morgan, Committee Chair  
Mr. Arthur Stewart, Committee Member

**OTHERS PRESENT:**

Ms. Donna Zariczny, Board President  
Ms. Mary Passinger, Board Member  
Ms. Ruth Huck, Board Secretary  
Ms. Amy Stewart, Superintendent  
Mr. Gary Weber, Director  
Mr. Jim Grosch, Director  
Mr. Eric Mineweaser, Director  
Dr. Patty Hawley, Director  
Ms. Lynn Shultz, Acting Supervisor

Mr. Rick Gignac, Supervisor  
Mr. Matt Jones, Administrator  
Mr. Mike Kiehl, Administrator  
Mr. Shane Flannery, Administrator  
Ms. Melissa McLean, Recording Secretary  
Ms. Liz Kent, Principal  
Mr. Brian Ferry, *Times Observer*  
Approx. 0 Members of the Public

**1. Opening Activities**

**1.1 Call to Order**

The meeting was called to order at 8:25 p.m. by Acting Chairperson Mr. Jeffrey Labesky.

**1.2 Public Comment**

None.

**2. Old Business**

None

**3. New Business**

**3.1 Bid Results and Approvals for the Additions and Alterations to the WCCC (WCSD #1801, PDE #3908)**

Discussion:

A public bid opening will be held on April 3, 2019.

Action:

Forward motion to Board Meeting; consent agenda.

Motion:

That contingent upon the Pennsylvania Department of Education's approval of PlanCon Part F and PlanCon Part G for PDE Project #3908, the Board of School Directors approves a General Construction Contract #3908.1 to \_\_\_\_\_ in the amount of

\_\_\_\_\_ for the \_\_\_\_\_ bid and alternates \_\_\_\_\_; a HVAC/Mechanical Contract #3908.2 to \_\_\_\_\_ in the amount of \_\_\_\_\_ for the \_\_\_\_\_ bid and alternates \_\_\_\_\_; a Plumbing Construction Contract #3908.3 to \_\_\_\_\_ in the amount of \_\_\_\_\_ for the \_\_\_\_\_ bid and alternates \_\_\_\_\_; an Electrical Construction Contract #3908.4 to \_\_\_\_\_ in the amount of \_\_\_\_\_ for the \_\_\_\_\_ bid and alternates \_\_\_\_\_; and an Asbestos Abatement Contract #3908.7 to \_\_\_\_\_ in the amount of \_\_\_\_\_ for the \_\_\_\_\_ bid and alternates \_\_\_\_\_ for the project known as the Additions and Alterations to the Warren County Career Center, WCSD #1803, PDE #3908.

### **3.2 Open-ended Laborer Agreement**

Discussion:

Items 3.2, 3.3 and 3.4 consist of support agreements that provide a great deal of assistance during the construction process to move shops and classrooms, as well as adequately prepare spaces.

Bids will be received and opened on March 28, 2019.

Action:

Forward motion to Board Meeting; consent agenda.

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.

### **3.3 Open-ended Carpenter Agreement**

Discussion:

See Item 3.2.

Action:

Forward motion to Board Meeting; consent agenda.

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.

### **3.4 Open-ended Electrical Agreement**

Discussion:

See Item 3.2.

Action:

Forward motion to Board Meeting; consent agenda.

Motion:

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

### **3.5 Approval of PlanCon K for GOB Series of 2019**

Discussion:

The PA Department of Education has requested that the District submit PlanCon K in regards to the last bond that was refinanced, saving the District almost \$800,000 over the life of the bond.

Action:

Forward motion to Board Meeting; consent agenda.

Motion:

That the Board of School Directors certifies that the attached materials for PlanCon K, and relative to the GOB Series of 2019 were approved for submission to the Pennsylvania Department of Education by board action.

### **3.6 IU5 Early Intervention Lease Agreement - Youngsville High School**

Discussion:

This is a continuation of a current agreement for the IU5 to continue to lease rooms at YHS.

Action:

Forward motion to Board Meeting; consent agenda.

Motion:

That the Board of School Directors, approves a Lease agreement between the Warren County School District and the Northwest Tri-County Intermediate Unit #5 for two classrooms at Youngsville High School to begin on July 1, 2019 and end June 30, 2020 as presented.

### **3.7 Stormwater Management Plan**

Discussion:

The Solicitor is reviewing the Stormwater Management Plan requested by Glade Township; Administration anticipates it will be ready for the April Board meeting.

In regards to a question concerning the water testing done by the District, Dr. Kennerknecht stated that the district is doing all of the testing.

Action:

Forward motion to Board Meeting; consent agenda.

Motion:

That the Board of School Directors approves the O & M Agreement with Glade Township for the Warren County Career Center Project, as presented.

### **3.8 Facility Assessment**

Discussion:

Administration is in the process of finalizing a scope of work, and anticipates having a proposal ready for the Board's purview at the April Board meeting.

Action:

Forward motion to Board Meeting; consent agenda.

Motion:

That the Board of School Directors approves the proposal from \_\_\_\_\_ to conduct a Facility Assessment at a cost not to exceed \$\_\_\_\_\_.

**4. Informational Items**

**4.1 Board Initiatives / Project Reports**

Discussion:

The project known as the Additions & Alterations to the Warren County Career Center is currently out for bid. Bids are due on April 3, 2019.

**4.2 Work Order Reports**

Discussion:

None.

**4.3 Utilities Report**

Discussion:

None.

**4.4 Eisenhower Flagpole Installation**

Discussion:

The District anticipates placing the One Call, to verify lines, within the next 30 days. The One Call must be completed prior to the excavation for the pole base.

**5. Other**

None

**6. Closing Activities**

**6.1 Next Meeting**

April 25, 2019 following CIT.

**6.2 Executive Session**

None.

**6.3 Adjournment**

Meeting adjourned at 8:30 p.m.