

**Plum Borough School District
Facilities Committee Meeting Minutes
November 2011**

Date: November 22, 2011

Time: 6:00 PM

Location: Cafeteria Conference Room, Plum Senior High School

Purpose: Discuss Facilities Matters for the Month of November 2011

Committee Members: Mr. Matthews, Chairperson; Mr. Drake and Mr. Russo, Committee Members

Administrative Representatives: Mr. Marraccini, Dr. Naccarati, and Dr. Glasspool

Aramark Representative: Mr. Bob Holleran, Facilities Supervisor

Construction Representatives:

- Mr. Steve Ackerman, LR Kimball, Architects
- Mr. Steve Peterman, Massaro Corp., Construction Manager
- Mr. Dennis Russo, Russo Construction, Owner's Representative

I. Mr. Matthews called to order at 6:00 PM.

II. Citizen's Comments:

A. On agenda Items.

1. Ron Sakowski, representing The AEO Dek Hockey Group, spoke about his group's Use of Facility Request Form for use of Oblock's Gym. He elaborated on the protective equipment and type of ball used. He asked that the Committee to consider waiving or reducing the fees described in the Board Policy since the group is comprised of PBSB teachers. Mr. Marraccini added the cost would be \$93.75 for 1 ¼ hours per day.

Mr. Drake expressed concern that waiving the fee may be unfair to other groups that pay usage fees. Mr. Russo asked that no fee be charged to this group since they are employed as teachers. Mr. Price said this group is considered to be # 4 as per Policy # 707 on school usage and should be charged a fee. Board members suggested that this request be move to the January 2012 Policy Meeting.

2. Jay White from PBBA expressed concern over his group's use of A.S. gym for January through March 2012. He said Board had awarded group gym time for this time frame at September Meeting and that he had contacted the other group (YMCA) and had worked out each group's time needs. He also expressed confusion over why he had to re-apply for the gyms when his group had been approved already. Donna Jablonowski confirmed that there is gym time available at Adlai during Jan- March. Dave Seitz from St. John's said his group is not clear about the dates that his group has been cancelled this year and does not believe that a December 9th cancellation for a School event at Pivik is necessary. Donna Jablonowski confirmed that the December 9, 2011 Pivik event is an annual School Faculty Make-a-Wish Fundraiser. A Board discussion was held about making groups more aware in a timely manner about black out dates.

Mr. Drake said Principals need to be contacted to check on school calendars / schedules. Mr. Matthews said to move this issue to January Policy Meeting.

B. On non-agenda items. None

III. Agenda Action Items:

1. Recommend approval of Use of Facilities Applications as presented:

A. Fee charged applications:

- 1) YMCA. Swimming pool at Senior High.

Committee Recommendation: Move to Public Agenda

- 2) AEO Dek Hockey.

Committee Recommendation: Move To January 2012 Policy Meeting

B. Non-Fee Youth Groups:

- 1) Plum Borough Basketball Organization & Plum Soccer Association.

Committee Recommendation: Move PBBA request to Public Agenda

C. Discuss use of facility requests by individuals for use of areas not addressed in Policy 707:

Administration recommended that individuals requesting use of weight room and locker rooms be tabled as current Board Policy does not permit use of these areas. Mr. Holleran explained that there are 13 requests by employees for use of HS weight room and some for the locker rooms. Mr. McMasters requested that the cost of use of equipment/ building be analyzed before a decision is made.

Committee Recommendation: Move To January Policy Meeting

2. Recommend approval for a one year renewal agreement with Cintas for logo mats at the High School as attached. This represents no increase over prior year.

Committee Recommendation: Move to Public Agenda

3. Recommend approval for a one year renewal agreement with Combustion Service and Equipment Company for Control Service Agreement in the amount of \$26,040.00 annually. This represents no increase over prior year.

Committee Recommendation: Move to Public Agenda

4. Recommend approval for Snow Plowing Services to Rick Maddock at \$18/hour, as needed. For the 2011-12 school year. This represents no increase over prior year.

Committee Recommendation: Move to Public Agenda

5. Recommend approval to sale unusable and/or obsolete items located in the former Admin building as presented.

Committee Recommendation: Move to Public Agenda

6. Recommend approval of a revised 2011-12 school calendar, as presented.

Committee Recommendation: Move to Public Agenda

7. Recommend approval of Construction Project Invoices, as presented.

Committee Recommendation: Move to Public Agenda

8. Recommend approval of change orders numbers CO#002, CO#003, CO#004 and CO#005 with Nello Construction ,as presented. LR Kimball will prepare the necessary PlanCon Part I document.

Committee Recommendation: Move to Public Agenda

9. Approve Furniture, Fixture and Equipment (FF&E) purchases from P.E.M.C.O. Educational and Contract Furniture Company for the New Pivik Elementary, under the COSTAR State Contract Pricing

Agreement in the amount of \$222,785.35, as presented. Price includes deliver and installation. LR Kimball will prepare necessary PPlanCon Part J document.

Committee Recommendation: Move To approve to Public Agenda

Note: *Dr. Naccarati noted that a \$,6800 savings would be realized if invoice is paid in full prior to December 31, 2011.*

10. Recommend approval to strike the Plum Borough District real estate tax liens for vacant property located on Lynn Ann Drive, Block and Lot Number 630-G-17, provided the Purchaser of said property:
1.) Pays the District \$8,500.00. 2.) Pays all attorney and filing fees associated with obtaining Court approval . 3.) Improves the property, within a reasonable time established by the Court, by erecting a single-family dwelling thereon.

Committee Recommendation: Move To approve to Public Agenda

11. Recommend approval to Custodians' work day schedule change request for November 23, 2011, as presented. *Mr. Holleran said this request was made last year for the 11pm-7am Custodial staff to work 3 pm – 11 pm. and that no overtime will be paid to any custodian choosing not to move his/her schedule.*

Committee Recommendation: Move To approve to Public Agenda

IV. Informational Discussion Items:

1. Discussed High School Stadium grandstand (Home side) foundation erosion problem. Mr. John Hummel of LR Kimball spoke about the stadium grandstand erosion that is occurring as a result of vegetation no able to grow under bleachers. Mr. Hummel explained that LR Kimball will perform a Water Diversion Plan at no cost to the District.

2. Construction Updates:

A. New Pivik Elementary Project / Softball Field updates were presented as follows:

- 1) Mr. Ackerman, LR Kimball – New Pivik Elementary School and Softball Field were on schedule.
- 2) Mr. Peterman, Massaro - New Pivik Elementary School was on schedule.
- 3) Mr. Russo, Russo Construction – New Pivik Elementary School and Softball Field were on schedule.

Mr. Drake asked if an updated construction schedule was prepared and presented by Nello Construction. Mr. Russo and Mr. Peterman indicated it has not. It was suggested that Nello be notified of their obligation to provide one.

B. Mr. John Hummel, LR Kimball, present a PowerPoint presentation on the Guaranteed Energy Savings Act + PlanCon (Act 77 & 39) that could be available for future renovations.

Lisa Callaghan of 122 Sherrie Drive asked what school building will be renovated next. Mr. Drake said that it depends on what is left in Fund Balance. Committee discussed having an updated feasibility study which will be required for PlanCon funding. Mr. Hummel indicated that the original study could be updated. Ms. Callaghan said that parents are not aware that renovations to the other schools was placed on hold in January 2011.

VI. New Business Roundtable. None.

VII. Next Facilities Meeting: Tuesday, December 13, 2011

VIII. Adjournment at 7:41pm