

**Operations Committee
Minutes
Wednesday, May 13, 2015**

IN ATTENDANCE: Committee Chair Andrew Pollock, Kati Driban, Jane Schrader Lynch

BOARD MEMBERS:

STAFF: Timothy Trzaska, Raymond Kase, Michael Kordelski, Lori Meyer

CALL TO ORDER

Ms. Driban called the Operations Committee meeting to order at 7:00 p.m.

Ms. Driban requested that 4.1 be moved to the top of the agenda.

TECHNOLOGY

Action: 4.1 Technology Infrastructure Purchases

Mr. Kase recommended that the district accept the lowest responsible bid from VSC Inc. in the amount of \$19,935 for replacing LCD projectors in the Middle Schools.

Dr. Pollock made a motion to forward VSC Inc. in the amount of \$19,935 to the full Board, Ms. Schrader Lynch second.

Motion Carried 3-0-0.

MINUTES

Action: Approval of minutes from meeting held April 1, 2015.

Dr. Pollock made a motion to move to the full Board, Ms. Driban second.

Motion Carried 3-0-0.

FACILITIES

Action: 3.1 Architect Interviews for 48 Swan Way, Administration Building

- Gilbert Architects
- Spillman Farmer Architects
- Crabtree, Rohbaugh & Associates Architects

Mr. Trzaska recommended Crabtree, due to them having more experience with office space.

Dr. Pollock stated that he liked the idea where the main entrance to the building would be off the parking lot area.

Ms. Driban stated that she liked Crabtree due to having other office experience, public space.

Dr. Pollock made a motion to forward Crabtree Architect for Swan Way to the full Board, Ms. Schrader Lynch second.

Motion Carried 3-0-0

Information: 3.2 Updated Facilities Projects

Dr. Pollock asked about Klinger and Log College Middle Schools, with one school or an offsite school, if it will be adaptable with whatever we do with the schools.

Mr. Trzaska explained that we do not know the future of the schools or what will be recommended, but will take in consideration fire panels, water heater etc.

Dr. Pollock asked about Davis Elementary with the snow and ice roof issues and wanted to know why we are dealing with snow and ice when it is a new school. Is it under warranty?

Mr. Trzaska explained that Davis Elementary was designed with a pitched metal roof. Snow and ice build-up slides off the roof. There are snow clips that you can put on the roof so melting snow and ice will not slide off the roof in areas at the entrances and walkways.

Information: 3.3 McDonald Elementary - New Parking Lot Plan

Mr. Trzaska stated that Bob Korp from Barry Isett has been helping on the size of a new parking lot at McDonald, due to not enough spaces when events occur. We are looking at about 100 space lot. The approximate engineering cost is \$75,000. Also has an estimate for a 70 and 100 space lots and time frames. Looking to go forward with project.

Ms. Driban asked about time frames and other expenses for permits if we go with the 100 space lot.

Mr. Trzaska stated that it would take three to four months to go with larger parking lot. There will be some extra cost with underground work for water run-off and engineering for the retention basin. The estimate for the 70 space lot is \$390,000 and 100 space lot is \$535,000.

Ms. Driban asked how many spaces do we have and number of students/families on average a day. Do we need the 100 spaces or is the 70 spaces more than enough. Don't want to save money now for the cost of 70 spaces if there maybe problems later.

Mr. Trzaska stated that when there are events at the school 70% to 80% of spaces are taken from the staff alone. When you are bringing in two to three hundred parents the 100 spaces will be used.

Dr. Pollock stated that he would not vote for the 70 spaces.

Ms. Schrader Lynch agreed on the 100 spaces. She stated that the front grass area has a large dip in it.

Mr. Trzaska talked with the township about parking on the grass area. The township will not allow parking on the grass and the school will need an asphalt parking lot.

Dr. Pollock asked what the cost would be for a gravel parking area.

Mr. Trzaska stated probably about 70% less than what the cost is estimated at. But the township will not approve it.

Dr. Pollock approves the proposal for engineering and design for 100 lot spaces, Ms. Schrader Lynch second.

Motion Carried 3-0-0

Information: 3.4 Summer Projects

Mr. Trzaska stated that the list of projects will be done by the Facilities Department through the summer months.

Dr. Pollock inquired about paving projects. You normally see these projects this time of year and it is not listed.

Mr. Trzaska stated there are some paving under capital projects that will be presented next month.

Action: 3.5 Bucks County Intermediate Unit Custodial Supply Bids

Mr. Trzaska stated that the Bucks County Intermediate Unit bids for all custodial items that are used by school districts. They send the bid results to the school districts and give them the ability to purchase items through them under their bid.

Dr. Pollock made a motion to move to the full Board, Ms. Schrader Lynch second.

Motion Carried 3-0-0

Information: 3.6 Tennis Court Repairs at William Tennent High School

Mr. Trzaska stated that the tennis courts at the high school are showing signs of deterioration. We spent a half of million dollars five years ago for new tennis courts. In order to keep tennis courts in good condition you need to do maintenance repair. The project cost for repairs, is approximately 27,000 and because of this cost we need to go out for public bid. Our engineering service will help with the planning to repair the tennis courts.

Ms. Driben mentioned that although we used the same company that did the original tennis courts and due to the construction the courts have been moved, we need to look at the ground to make sure that the ground is not sinking underneath the courts that is causing the problems.

Trzaska stated that he can have our engineer take a look at the ground, but every 5 years you may spend \$30,000 to keep the tennis courts in good condition.

After a discussion, Dr. Pollock approved to get proposal repairs for the tennis courts, Ms. Schrader Lynch second.

Motion Carried 3-0-0

Information: 3.7 School Claims Services – Risk Management Scores

Mr. Trzaska stated School Claims Services performed a property, liability and automotive insurance risk management survey of the District on February 3, 2015. We received a scorecard of 100.

Information: 3.8 Pothole Repairs at Log College Middle School

Mr. Trzaska stated that we will proceed with the major repair on May 18th and finish up on May 19th. Repair is under \$10,000.

Action: 5.1 New Bus Purchase

Mr. Trzaska recommends the lowest responsible bid from Brightbill Body Works in the amount of \$87,375 for a new 77 passenger bus.

Dr. Pollock stated that he has no problem with the bus purchase, but in the past we usually did three or four buses per year. Is there a reason why we went down to one this year?

Mr. Trzaska explained that was only what he was allocated, due to the budget.

Ms. Driben mentioned in the past we received a breakdown of how many passenger buses we currently have and how much life is left in the bus.

Mr. Trzaska stated that he will supply in August a list of how many buses and the ages of each bus.

Dr. Pollock made a motion to move to the full Board, Ms. Schrader Lynch second.

Motion Carried: 3-0-0

Action: 5.2 Bus Rodeo – State Competition

Mr. Trzaska stated on Sunday, May 3, 2015, Centennial School District bus drivers competed in a bus rodeo to qualify for the State Safety Competition. Seventy-three drivers from thirteen Districts of Bucks and Montgomery Counties who competed. There were five drivers who qualified from Centennial School District to go to the State Competition on June 26-27, 2015 in State College, PA. The cost to the District will be approximately \$1,200.

Dr. Pollock made a motion to move to the full Board, Ms. Schrader Lynch second.

Motion Carried: 3-0-0

FOOD SERVICE

Action: 6.1 Frozen Yogurt Contract

Mr. Trzaska stated that Shannon Stone has done research with other districts and found that Annie's Frozen Yogurt is very popular with the kids. The company complies with state standards and would be looking to get a one year contract from Annie's Frozen Yogurt.

Ms. Driben questioned that the company will supply the equipment free of charge and that they are also going to maintain it. What are we looking at for cost for the actual product putting into the machine and are we looking at a cost to put in a side topping bar?

Trzaska stated Shannon Stone has done a cost calculation to see if the District would make money on this. Based on the cost of the ice cream and for what we would sell it for, we will make money on it. Mr. Trzaska said, that he does not have that information at the moment, but will make it part of the Board information at next meeting.

Dr. Pollock made a motion to move to the full Board, Ms. Schrader Lynch, second.

Motion Carried: 3-0-0

OTHER DISCUSSION

None

ADJOURNMENT

Ms. Driban made a motion to adjourn.

7.1 The next Operations Committee meeting will be held August 5, 2015 at 7:00 p.m.

Respectfully submitted,

Timothy Trzaska
Operations Director

READ AT HOME

None