

## NORTHERN TIOGA SCHOOL DISTRICT

110 Ellison Road  
Elkland, PA 16920

### Minutes – Buildings & Grounds Committee Meeting June 10, 2020

The Northern Tioga School District Buildings & Grounds Committee met for a committee meeting in the Board Room at 110 Ellison Road, Elkland, PA. The meeting was called to order by Superintendent Barnes at 5:10 PM.

Board Committee Members in attendance: Ed Bonham, Greg Cummings, and Jean Kohut.

Administrators Present: Superintendent Barnes, Jeremy Freeman, and Kathy VanSchaick.

#### Substantial Completion Dates

Jeremy Freeman shared with committee members the Certificate of Operation for the elevator at Cowanesque Valley High School. At the May 11, 2020 board meeting, board members had questions regarding the accuracy of the certificates of substantial completion presented for approval. Jeremy stated that the final on-site inspection of the elevator was completed on December 18, 2019 and the Certificate of Operation was issued on December 24, 2019. The date of substantial completion was December 18, 2019. Ed Bonham asked if Mike Jones at Hunt agrees with these dates. Jeremy said he does.

Jean Kohut asked Jeremy if everything at Williamson High School has been completed. Jeremy said everything is functional. Jean wondered why a certificate of substantial completion has been issued for the home ec room at Williamson High School if it is not complete. Greg Cummings stated that the certificate means the project is substantially complete. It does not indicate final completion. Jean wondered if the contractor working on the home ec room has been paid. Kathy VanSchaick, business manager, said the district is still holding some payments. Greg noted that the district needs to monitor how much is being held as we can only withhold up to a certain percentage.

#### Secure Entrance Report

Jeremy Freeman shared with committee members a letter from Mike Jones of Hunt outlining a summary of the suggested contract awards and the project budget for the secure entrance project. Kathy VanSchaick stated that in March, the Board approved a project budget of \$301,454.00-\$371,506.00. The budget presented lists a total anticipated project cost of \$375,098.03. Greg Cummings suggested that the amount budgeted for contingency could be reduced from \$15,275.00 to \$11,683.00. This would still be an acceptable contingency amount and would bring the project within the board's approved budget with a total project budget of \$371,506.03. Committee members agreed with this recommendation. An item will be placed under new business on tonight's board meeting agenda for approval.

#### Roof Report

Jeremy Freeman stated that the roof replacement at R.B. Walter Elementary/Williamson High School is underway. He said he would like to consider replacing the skylights in the R.B. Walter Elementary School library. The lights are not expected to hold up well during the roof replacement. Committee members wondered what the cost would be to fill in the skylights rather than replace them. Jeremy said the cost to fill them in is about the same as the cost to replace them. It would, however, eliminate a lot of the natural light they provide in the library. Committee members would like to consider filling in the skylights to avoid any future leaks. Dr. Barnes will get input from Christina Fry, principal of R.B. Walter Elementary School.

## Building Automation Systems

Jeremy Freeman stated that he is looking to transition the district's building automation systems, including fire panel, security, access, and HVAC, to NRG Controls North, Inc. David Landmesser of NRG was at the committee meeting to answer any questions. Jeremy stated that he is hoping to start the transition this summer. Problem and high risk areas will be transitioned first. Focus will also be given to schools that are eligible for Plan Con reimbursement. Kathy VanSchaick reported that she spoke with Jim Vogel to request an extension of Plan Con Part J as was requested by the Board. The district has been granted a deadline extension until December 2021. All projects eligible for Plan Con Part J must be bid, awarded, and concluded by June 2021. The district will have until December 2021 to file for reimbursement. Mr. Landmesser stated that the integration throughout the district can be done by 2021. Plan Con eligible buildings will be done first. Greg Cummings wondered how long the technology will be good and whether the costs presented will be recurring every five years. Mr. Landmesser said software updates will be made continually as they are available. The cost can fluctuate as changes are made to the system and more areas are integrated. Greg asked Kathy if more money should be built into the budget for future years. He asked her to do a cash analysis to come up with an amount that might be worked into future budgets. Committee members agreed that building automation systems should be upgraded with NRG Controls North, Inc. at a cost of \$718,307.00. Schools that are Plan Con eligible should be completed first as well as district wide integration. An item will be placed under new business on tonight's board meeting agenda for approval.

The meeting adjourned at 6:13 PM.

Alyson Yerrick  
Board Secretary