

NORTHERN TIOGA SCHOOL DISTRICT

110 Ellison Road
Elkland, PA 16920

Minutes – Buildings & Grounds Committee Meeting
February 06, 2023

The Northern Tioga School District Buildings & Grounds Committee met for a committee meeting in the Board Room at 110 Ellison Road, Elkland, PA 16920. The meeting was called to order by Superintendent Barnes at 5:03 PM.

Board Committee Members in attendance: Ed Bonham, Greg Cummings (via phone), and Jean Kohut.

Administrators Present: Superintendent Barnes, Kathy VanSchaick, and Daren Bryant.

- CV Gang Bathroom
 - Larry Foor, from Foor and Associates, attended the meeting and had the revised plans for review. Larry confirmed the revised plans to reflect Dennis Fitzwater's suggestions and simplified the bathrooms a bit to include standard sinks, one fixture less in each bathroom, and ceiling tile changed from 2x2 grid to 2x4 grid. Hand dryers and terrazzo flooring are still included in the plans per Larry. Larry stated this project will not have an impact on plumbing and electrical like the original plans and will remedy some of the existing plumbing issues. Jean Kohut suggested running the new plumbing line before removing the old, and Larry said that is a possibility and could be addressed as an addendum. This project will be sent out for bid on February 6, 2023, and all bids will be due and opened on March 7, 2023, at 2:00 PM. A pre-bid meeting will be held at Cowanesque Valley High School on February 21, 2023, at 4:00 PM. Daren confirmed he will be attending the pre-bid meeting. Kathy will send an updated bid advertisement to Larry on February 7, 2023, for final approval and advertise in the newspapers as required. Greg, Ed, and Daren will meet at Cowanesque Valley High School on February 7, 2023, to review the revised drawings together.

- Westfield Area Elementary School Hot Water Project
 - A firm price has been confirmed by Mark Gallick, from McClure, for the price of \$92,275.00. Kathy has confirmation from Mark this will fall under the Cowanesque Valley High School HVAC project regarding bonding, inspections, and permit fees. No additional bonds or permits will be needed. Chris Lantz has a motion prepared (including an addendum) for Board approval at the February 13, 2023 meeting. This will be paid for through the General Fund.

- Tremco Elkland Roof Masonry Probe Proposal
 - Tremco was on site to offer a proposal of \$7,500.00 to repair the roof. Budget Roofing also contacted Daren with an idea they'd like to propose to him on February 7, 2023.

- Parking Lot Salt Spreaders
 - Daren stated there is a need to purchase (2) new salt spreaders; 1 for Cowanesque Valley High School, and 1 for Williamson High School. There currently are no outside water spigots to rinse the salt off the spreaders, however, Daren stated this is on the list of summer items to accomplish this year. The spreaders were not originally included in the equipment list. The cost for both spreaders from AJ's in Mansfield, PA is \$2,200.00.

- Custodial Equipment Replacements
 - Daren reviewed an updated equipment budget request with the committee which will be included for approval at the February 13, 2023 Board Meeting.
 - In Custodial Budget: (2) 14” Auto Scrubbers for Clark Wood Elementary School and R.B. Walter Elementary School; (1) ride on 20” Auto Scrubber for Cowanesque Valley High School.
 - Not in Custodial Budget, but is needed: (1) ride on 20” Auto Scrubber for Williamson High School; (1) Carpet extractor for Clark Wood Elementary School.
 - In Maintenance Budget: Mower budgeted for \$59,729.00, however an alternate was found for \$41,499.43. (2) field groomers are no longer needed after Daren discussed with the Maintenance employees.
 - After making the above purchases, there would still be a positive balance remaining between the Custodial and Maintenance budgets. Permission was given from the committee for Daren to move forward with these budget changes.

- B.J. Muirhead Co.
 - B.J. Muirhead Co. takes care of all of the District’s boilers and hot water tanks. They provided a quote to Daren of \$17,580.00 for complete inspection of all 11 boilers and 7 hot water heaters before the beginning of school each year, which will include an evaluation and tuning of all necessary items found, budget recommendations as needed, and a recommendation follow up report will be sent to the district as well.

- 5-Year Plan
 - Daren informed the committee he is working on creating a 5-year plan and stated the first school year on budget will be 2022/23. Kathy and Daren will be meeting in the next couple of weeks to review the budget and see if a few items can be addressed sooner than later. There are a couple of items that need addressing immediately, as they may become a safety hazard: Aluminum railing outside of the buildings that need repairs/replaced which will cost approximately \$11,500.00; and roof ice guards on back doors at Williamson High School will cost approximately \$10,000.00. Daren is also working on getting quotes for the tennis courts and LED lighting at the football field.

The meeting adjourned at 5:38 PM.

Kelly Sherman
Board Secretary