

NORTHERN TIOGA SCHOOL DISTRICT

110 Ellison Road
Elkland, PA 16920

Minutes – Buildings & Grounds Committee Meeting
May 11, 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 6:00 PM.

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

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

- 5-Year Capital Plan
 - Daren provided a proposed 5-year plan to the committee to discuss.
 - Several items on this plan were discussed, mainly for the 2022/23 and 2023/24 school years as follows:
 - 2022/23 School Year:
 - Hot Water Tank project was completed March 23, 2023 at Westfield Area Elementary School.
 - The Badge Reader project is being worked on right now as materials are being delivered. This is being paid for by the PCCD Grant. After all buildings are complete, all programming will be done at one time.
 - Classroom HVAC Upgrade project (McClure) at Williamson High School and Cowanesque Valley High School is scheduled during the summer months.
 - Gang Bathroom Upgrade project (Foor) at Cowanesque Valley High School is scheduled to start after school is over for the 2022/23 school year, and will be complete before the start of the 2023/24 school year.
 - Seal Coating of Parking Lots: Daren explained he has added Seal Coating of Parking Lots to every year of the 5-year plan because it is important to maintain the parking lots to have them last longer. He has estimated the following schedule: Cowanesque Valley High School in the 2022/23 school year, Williamson and R.B. Walter in the 2023/24 school year, Clark Wood Elementary School in the 2024/25 school year, Westfield Area Elementary School in the 2025/26 school year, and the Administration Building in the 2026/27 school year. This cost will be designated under the Buildings and Grounds budget.
 - 2023/24 School Year:
 - Building Automation Phase II DDC (Westfield Elementary): Daren explained this will be performed at a different building each year, but the same amount will be budgeted each year.
 - Playground Fencing (Clark Wood Elementary): Increases the safety of the students. This would complete all fencing around both playgrounds at Clark Wood Elementary School. The committee agreed to do this assignment now and pay for this using the General fund.
 - Gutter and Downspout on Gym Roof (Williamson High School): The committee agreed to do this assignment now.

- Fence for Walkway Between the Music Wing and New Wing (Cowanesque Valley High School): Daren has requested a quote from Tyler Stickler for the railing and will share with the committee after he receives it. The committee agreed it is important to stay in compliance with code regulations. The committee agreed to move this item to the 2024/2025 school year.
- Replace Auditorium Seats (Cowanesque Valley High School): Daren has requested a formal quote for this work. Dr. Barnes suggested avoiding plastic seats as they are not good for acoustics. Kathy VanSchaick stated Capital Reserve funding could be used for this work if the bathroom project cost remains the same.
- Roofs 1-7 Restoration TRACE and IR Warranty Expiring (Clark Wood Elementary and Administration Building): Daren stated according to Tremco, another IR scan will need to be performed. Daren recommended doing a 5-year extension on the warranty and will reach out to Versa Co. He expressed he does not believe a full restoration is needed at this time. Tremco performed a scan in November 2022, and a new scan should not be needed.
- Tennis Court Upgrade (Cowanesque Valley High School): The committee agreed to repair the courts at a cost of \$12,140.00 now using the General fund, and move the complete restoration in the 2024/2025 school year.
- Convert all Generators from Diesel to Natural Gas: The committee agreed to keep this on the 2023/2024 schedule. Daren will request quotes for a 1,000 gallon (Diesel) tank to keep on hand to be used for emergencies or in district equipment.
- Install Reheat VAV in RTU Over Clark Wood and Administration Office: Daren stated he is waiting on a quote from NRG. This has been placed in the 2023/2024 budget.
- Replace Train Gas Rail on Boiler #1 with Siemens Integrally Regulated Boiler (Williamson): The committee agreed to replace both boiler #2 and boiler #3 at Williamson in the 2024/2025 school year.
- Pavement and Sidewalk Repairs (All Locations): This item is on every year to allow to keep up with all pavement repairs to make parking lots safe and stable.

More items were briefly discussed and reviewed for the 2024/25 – 2026/27 school years and will be revisited after more information is available.

- Williamson High School Gymnasium Light Conversion to LED
 - Daren explained this work will be performed by McClure during the summer project at Williamson High School. He also stated he will need to issue a Purchase Order mid-July for this work.
- Coates Avenue Property
 - Daren expressed this property is becoming a safety concern for district employees who are mowing it and is causing damage to district equipment. He estimated it would cost approximately \$100,000.00 in repairs to the grounds and pavement, and asked if we could discuss the option of selling the property at the June 12, 2023 Regular Board meeting. The committee agreed this would be added to the agenda as an action item for direction from the Board.

The meeting adjourned at 7:04 PM.

Kelly Sherman
Board Secretary