

July 3, 2024

NORTHERN TIOGA SCHOOL DISTRICT  
110 Ellison Road  
Elkland, PA 16920

Minutes – Buildings & Grounds Committee Meeting  
July 3, 2024

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 Kaufman at 6:02 PM.

Board Committee Members in attendance: Greg Cummings and James Moyer. Absent: Ed Bonham

Administrators Present: Superintendent Kaufman, Kathy VanSchaick, Daren Bryant, William Butterfield, and Matt Sottolano.

- Athletic Facility Presentation with PFM

Melissa Hughes with PFM Financial Advisors, LLC presented a tailored financial discussion to the committee. Her presentation started with a historical outlook on the market trends for interest rates. We then discussed a series of borrowing scenarios based on a \$10 million and \$12.3 million project budget. The models provided represent scenarios that utilize district cash and without. Melissa also proved a tentative 3-month timeline from initial board presentation to the settlement of the bonds. It was decided that we would schedule PFM and the contractor to present at a work session in September. Also, to present a motion to the board at the August meeting for a resolution.

- Clark Wood/Administration Building Boiler Repairs

Daren presented to the committee that the boilers at Clark Wood Elementary/Administration Building were inspected and are in need of several repairs. These repairs must be completed in order to refill the boilers to restart them. Going forward it is recommended that the boilers are inspected internally every 3-5 years, in addition to the yearly inspections. The committee agreed to recommend the board to approve the boiler repairs.

The meeting adjourned at 7:19 PM.

Brittany Mondock  
Board Secretary