

CHARTIERS VALLEY SCHOOL DISTRICT
MINUTES OF WORKSHOP/SPECIAL ACTION MEETING
OF THE
BOARD OF SCHOOL DIRECTORS

ADMINISTRATIVE OFFICES/DISTRICT ASSEMBLY ROOM

FEBRUARY 14, 2017

1.0 Meeting Opening

A. Call to Order

The Regular Meeting of the Charters Valley Board of School Directors was called to order at 7:00 p.m. by Mr. Mazzarini in the District Assembly Room.

B. Pledge of Allegiance

C. Roll Call

Present

Mr. Tony Mazzarini, President
Mr. Jamie Stevenson (left at 9:10)
Mrs. Sandra Zeleznik
Mr. Jeff Choura
Mr. Robert Kearney
Mr. Eric Kraemer
Mr. Mark Kuczinski
Mrs. Julie Murphy

Also Present

Dr. Brian White, Superintendent
Dr. Yvonne Hawkins, Assistant Superintendent
of Curriculum and Instruction
Mr. Scott Seltzer, Assistant Superintendent
of School Leadership
Mr. Don Palmer, Solicitor
Mr. Nicholas Morelli, Director of Finance
and Support Operations
Ms. Kara Droney, Director of Communications
and Partnerships

Absent

Mrs. Alka Patel

D. Public Comments

2.0 Superintendent's Report/Presentation

Dr. White discussed 43 new homes being built in Collier Township. He said that he had a meeting with Mike McCabe and Nick about delinquent taxes and the collectables should be around 1.1 million. Dr. White talked about the Governor's budget for basic education in the amount of \$26,000, however the pension liability for the district is \$613,000. He said that the funding was not the problem, it's the pension issue that needs addressed.

3.0 Action/Discussion

3.1 Audit Report Presentation

Mr. Cypher of Cypher and Cypher presented the audit report for the year ending June 30, 2016. The audit covered the financial statements for the year. The audit was conducted in accordance with U.S. governmental auditing standards. Mr. Cypher discussed the Single Audit Act Amendments, compliance and internal controls at the financial statement level and compliance and internal controls at the federal program level and found no instances of non-compliance with laws and regulations and no significant deficiencies.

Mr. Cypher spoke of our Fund Level Statements and our Major Funds consisting of the General, Capital Improvement, Debt Stabilization and Cafeteria funds. He discussed our net position and the statement of activities. Lastly, the 5 year history of pension and health insurance and PSERS employer contribution rates.

The board discussed our PSERS payout for the last year and what it will cost the district in the coming year and balancing the budget.

3.2 Construction Report – February, 2017.

Mr. Day said that there was a lot was going on in the Phase 1 area. Some of the highlights are that the roofing is ongoing, exterior framing and exterior sheathing is happening, and work on the insulation system and the air barrier. He said the aluminum windows and curtain wall framing is to start later in the week. Mr. Day said the goal for Phase 1A is to have the northern part fully enclosed with glass by mid-March.

Mr. Stevenson asked where in the reports it tells us what the current completion dates are versus the phasing dates.

Mr. Day said it does not, we are holding the completion dates to the phasing dates.

Mr. Stevenson said that we were previously behind schedule in the MS and asked if it has been pulled back to where it needs to be.

Mr. Day said that they've pulled it back with the planning of the scheduling, showing the date that it needs to be done.

Mr. Day said that at the HS, the Auditorium is done. He said that the painting in the Performing Arts building is nearly done and the ceiling grid has commenced. Mr. Day said that on Monday, they will be setting the Roof Top Units on the Tech Ed addition and the existing Performing Arts building. He said that there were no major concerns with the schedule.

The Board discussed the Air Infiltration testing.

Mr. Day explained the change orders.

3.3 Motion to approve Mucci Construction Change Order #05 as listed for a deduct of seven thousand four hundred three dollars and zero cents. Value = <\$7,403>.

Motion to approve item 3.3 listed above.

MOVED by Mr. Kuczinski, seconded by Mrs. Murphy.

On a voice vote, the motion passed unanimously.

3.4 Motion to approve Rycon Construction Change Order #04 as listed for an add of fifty thousand two hundred two dollars and zero cents. Value = \$50,202.

Motion to approve item 3.4 listed above.
MOVED by Mr. Kuczinski, seconded by Mr. Kraemer.
On a voice vote, the motion passes 7-1.

- 3.5 Motion to approve Merit Electrical Group High School Change Order #02 as listed for an add of thirty-five thousand nine hundred forty-one dollars and zero cents. Value = \$35,941.

Motion to approve item 3.5 listed above.
MOVED by Mrs. Murphy, seconded by Mrs. Zeleznik.
On a voice vote, the motion passes 7-1.

- 3.6 Discuss Owner's Representative.

Mr. Morelli said that the committee asked for two companies to submit a revised RFP. We asked that there be a termination clause added and Mr. Palmer's office added that. One company remained with their hourly rate and they asked if they could come in for a couple months if chosen and see how the projects going and if there is a duplication of services. Both were submitted to the committee.

Mr. Mazzarini said that various board members have reached out to him and expressed opinions in both directions whether this is something we want to move forward with or not and is this a duplication of services. He said that the Construction Manager and Owners Rep have two different responsibilities and that he personally thinks there is a need. We need to have someone protecting our interest and our tax payer's interest.

Dr. White said that the owner's rep was not in the original budget. He said that we made it work within the budget between our risk management fund and the additional money we had. There is money within the bond issuance to do this, but it's not accounted for in the project cost. He said that the committee discussed that this was risk management.

Mrs. Murphy said that there was more than enough as it stands today in the Risk Management fund to cover this.

Dr. White responded, if we don't have other risk exposures.

Mr. Kuczinski was concerned that the Administration was doing too much and that since this was just the beginning of the project and the district runs the risk of something failing miserably, we have someone on hand.

Mr. Stevenson said that we need to hold the people we've hired accountable.

Mr. Choura agreed stating that he didn't think Mr. Days firm was watching our backs like they should.

Mr. Stevenson said that he thinks that the Board should consider hiring someone who has the capacity and expertise to address energy issues related to the project and the achievement of EUI goals. He indicated that there are companies with particular expertise concerning energy matters and referenced his brother's company as an example of a company with expertise in energy matters. Mr. Stevenson indicated that he was not advocating for his brother's company and would abstain if any matters involving his brother's company ever came before the Board.

Mr. Palmer cautioned that it would be wise for Mr. Stevenson to refrain from engaging in any discussions that may come up regarding particulars related to his brother's company and the owner's representative position at the District to avoid even the appearance that he was somehow advocating for his brother's company to be hired at the District.

Discussion continued regarding energy matters, the role expected of the Owner's Representative, and the capacities of the companies that responded to the Owner's Representative RFP. The Board agreed to revisit the owner's representative issue at its next meeting.

Mr. Mazzarini added item 3.7 to the agenda.

- . 3.7 Motion to approve and agreement with American Risk Management Services Inc., subject to the Solicitors review.

Motion to approve item 3.7 listed above.

MOVED by Mr. Choura, seconded by Mr. Kraemer.

On a voice vote, the motion passed unanimously.

4.0 Adjournment

Motion to adjourn the meeting at 9:25 p.m.

MOVED by Mr. Choura, seconded by Mr. Kraemer.

On a voice vote, the motion passed unanimously.

Respectfully submitted,

Nicholas D. Morelli
Board Secretary