

CHESTER COUNTY SCHOOL AUTHORITY MEETING
JANUARY 15, 2020

The Chester County School Authority held their regular Board meeting on Wednesday, January 15, 2020 at the Educational Service Center, 455 Boot Road, Downingtown, PA 19335. Mr. Spencer, Chair, called the meeting to order at 6:04 p.m., and the roll call was taken.

The following were in attendance:

Bonnie Wolff	Avon Grove School District
Carol Palmaccio	Great Valley
Leon Spencer	Kennett Consolidated
Brian Norris	Octorara Area
Jennifer Munson	Owen J. Roberts
Howard Robinson	Oxford Area
Michelle Schamis	Phoenixville Area
Stacy Stone	Tredyffrin/Easttown
Jeff Hellrung	Unionville-Chadds Ford
Thomas Wolpert	West Chester Area

Also in attendance were:

George Fiore	Executive Director
Joyce Humphrey	Asst. Director, Finance
Joseph P. Lubitsky	Director, Administrative Services
Sandra McCabe	Director, Finance
Paul K. Thompson, Jr.	Director, Operations
Susan Tiernan	CCIU Board Member, West Chester Area
Chris Turtell	Herbein + Co., Inc.
Kirk Williard	Director, Career, Technical & Customized Education
Janice L. Heagy	Recording Secretary

PUBLIC COMMENTS

None.

APPROVAL OF AUTHORITY MINUTES

Mrs. Palmaccio made a motion to approve the minutes of the September 18, 2019 Chester County School Authority Board meeting. Mrs. Wolff seconded the motion, which was approved. Voting: Aye - 10 Nay - 0, Absent - 2.

ANNUAL ORGANIZATION OF THE AUTHORITY

Mr. Spencer turned the meeting over to Dr. Fiore, who asked for nominations for Chair of the Authority. Mr. Wolpert nominated Mr. Spencer as Chair. Mrs. Wolff seconded the motion. Nominations were closed and a vote was taken. Voting: Aye - 10, Nay - 0, Absent - 2.

Nominations were requested for the office of Vice Chair. Mrs. Wolff nominated Mr. Wolpert as Vice Chair. Mr. Robinson seconded the nomination. Nominations were closed and a vote was taken. Voting: Aye - 10, Nay - 0, Absent - 2.

Nominations were then asked for the office of Treasurer. Mr. Hellrung nominated Mrs. Wolff as Treasurer. Mrs. Schamis seconded the nomination. Nominations were closed and a vote was taken. Voting: Aye - 10, Nay - 0, Absent - 2.

Nominations for the office of Secretary were requested. Mrs. Wolff nominated Mrs. Palmaccio as Secretary. Mr. Wolpert seconded the nomination. Nominations were closed and the vote was taken. Voting: Aye - 10, Nay - 0, Absent - 2.

Lastly, nominations for the office of Asst. Secretary/Treasurer were requested. Mrs. Stone nominated Mr. Hellrung as the Asst. Secretary/Treasurer. Mrs. Wolff seconded the nomination. Nominations were closed and the vote was taken. Voting: Aye - 10, Nay - 0, Absent - 2.

ESTABLISHMENT OF MEETING DATES

Mrs. Wolff made a motion to set and publicly advertise the following dates for the Chester County School Authority meetings to take place at 6:00 p.m.. Mr. Hellrung seconded the motion, which was approved. Voting: Aye - 10, Nay - 0, Absent - 2.

May 20, 2020
September 16, 2020
January 20, 2021

PRESENTATIONS AND INFORMATIONAL REPORTS

Mr. Chris Turtell of Herbein + Company presented an overview of the 2018-19 Chester County School Authority audit report. The Chester County Authority received an unqualified audit, the highest possible score.

Joseph Lubitsky, Director of Administrative Services, reviewed in detail the following informational items which are on file in the Intermediate Unit office.

- Update on Projects at Authority Owned and CCIU Leased Properties
- Redevelopment Assistance Capital Program (RACP) Grant
- CCIU Buildings & Facilities Long-Range Plan for 2020-2030
- 2019-20 Enrollment in Technical College High School Programs
- 2019 Disclosure Forms

AUTHORITY BOARD ACTIONS

AUDIT REPORT FOR FISCAL YEAR ENDED JUNE 30, 2019

Mrs. Wolff made a motion to accept the audit report prepared by Herbein & Company for the fiscal year ended June 30, 2019. Mr. Norris seconded the motion, which was approved. Voting: Aye - 10, Nay - 0, Absent - 2.

COOPERATION AGREEMENT FOR REDEVELOPMENT ASSISTANCE CAPITAL PROGRAM (RACP) GRANT

Mrs. Wolff made a motion to approve the executed Cooperation Agreement with the County of Chester, The Chester County Industrial Development Authority (CCIDA), Chester County School Authority, and CCIU for the administration of a \$1,000,000 Redevelopment Assistance Capital Program (RACP) grant. Mrs. Palmaccio seconded the motion, which was approved. Voting: Aye - 10, Nay - 0, Absent - 2.

BIDS FOR TECHNICAL COLLEGE HIGH SCHOOL – PICKERING VETERINARY SCIENCE PROGRAM

Mrs. Palmaccio made a motion to award the bid for construction contracts to the following companies for the Technical College High School – Pickering Veterinary Science program area. Mrs. Wolff seconded the motion, which was approved. Voting: Aye - 10, Nay - 0, Absent - 2.

- General Contractor Uhrig Construction, Inc. \$414,580
- Electrical Contractor Electri-Tech, Inc. \$93,000

AUTHORIZATION TO AWARD BIDS FOR RENOVATIONS TO THE JOHN K. BAILLIE CHILD & CAREER DEVELOPMENT CENTER

Mr. Wolpert made a motion to authorize the CCIU Board of Directors to award bids for “Phase III” of the renovations to the John K. Baillie Child & Career Development Center. Mrs. Wolff seconded the motion, which was approved. Voting: Aye - 10, Nay - 0, Absent - 2.

APPROVAL OF CONSTRUCTION CHANGE ORDERS FOR THE TCHS-BRANDYWINE, CHILD AND CAREER DEVELOPMENT CENTER AND THE HORTICULTURE PROJECTS

Mrs. Palmaccio made a motion to ratify the construction change orders listed below that have been issued since the start of the projects. Mr. Wolpert seconded the motion, which was approved. Voting: Aye - 10, Nay - 0, Absent - 2.

Technical College High School-Brandywine

GC-4 E.R. Stuebner, Inc.
Amount: (\$8,468.00)
Description: Reduction in demolition of roof steel.
Reason: Design change based on field conditions.

GC-5a E.R. Stuebner, Inc.
Amount: (\$1,298.50)
Description: Reduction in demolition of cinder block walls.
Reason: Design change based on field conditions.

GC-5b E.R. Stuebner, Inc.
Amount: \$1,035.00
Description: Add chase for ductwork in mezzanine
Reason: Owner requested for improved appearance.

John K. Baillie Child & Career Development Center (Phase II)

H-01 Shannon Smith, Inc.
Amount: \$20,841.99
Description: Replace and reroute ductwork in former pool and locker room area.
Reason: Unforeseen field condition above enclosed ceilings.

H-02 Shannon Smith, Inc.
Amount: \$24,672.45
Description: Replace and reroute HVAC steam lines in former pool and locker areas.
Reason: Unforeseen field condition above enclosed ceilings.

P-01 JBM Mechanical, Inc.
Amount: \$24,672.45
Description: Replace and reroute domestic water lines in pool and locker areas.
Reason: Unforeseen field condition above enclosed ceilings.

Horticulture Center

E-01a Cedar Electric Company.
Amount: \$72,980.00
Description: Install 600-amp service and underground lines from Career Center
Reason: Design change for safety and service integrity reasons.

E-01b Cedar Electric Company.
Amount: (\$35,800.00)
Description: Elimination of work associated with underground PECO electric vault
Reason: Design change for safety and service integrity reasons.

E-03 Cedar Electric Company.
Amount: (\$15,000.00)
Description: Substitute Lutron lighting system for specified product.
Reason: Design change for cost savings.

AUTHORIZATION TO MAKE ADMINISTRATIVE DECISIONS

Mrs. Wolff made a motion to authorize the IU Executive Director and Director of Administration to take actions as necessary to provide for the orderly operation of the Authority between January 2020 and May 2020 Authority meetings, subject to ratification at the May 2020 meeting. Mrs. Palmaccio seconded the motion, which was approved. Voting: Aye - 10, Nay - 0, Absent - 2.

PUBLIC COMMENTS

None.

ADJOURNMENT

Mr. Spencer adjourned the meeting at 6:49 p.m. on a motion by Mrs. Wolff and a seconded motion from Mr. Wolpert.

Respectfully submitted,

Janice L. Heagy
Recording Secretary