

Attachment "E"

Central Bucks School District
OPERATIONS COMMITTEE MINUTES
September 19, 2012

Present:	Tyler Tomlinson, Steve Corr, John Gamble, James Duffy, Paul Faulkner, Kelly Unger, David Matyas, Scott Kennedy, Ken Rodemer, Sue Vincent
Guests:	

The meeting was called to order at 6:00 PM.

Public Comment

None

Central Bucks Sports Commission

Scott Kennedy informed the committee that the sports commission is meeting on Monday October 8th to determine its viability and to decide if it should continue. Operations Committee believes this type of fund raising is still viable.

The Operations Committee requested that they be kept updated as to the status of the committee.

Construction & Operations Project Update

Ken Rodemer distributed and reviewed the Operations Report. All capital projects were completed on schedule and under budget.

Scott Kennedy and Ken Rodemer presented the Capital Project list for 2013 and asked the Operations Committee for approval to move forward with the design of certain projects. Operations Committee agreed.

Scott Kennedy presented information for the new Audio Recording System for the Board Room at 16 Welden. Committee discussed the importance of recording meetings and communicating with stakeholders. Operations Committee agreed to move forward with the new recording system.

Scott Kennedy reviewed a recent budget cut at CB South. Now that the grass cutting services are underway, we have been reviewing our staffing levels at all buildings. We identified an opportunity to reduce one utility person at CB South resulting in annual savings in excess of \$50,000. This opportunity was created when another open position became available and no one lost a job.

Board Agenda Items

- Approve a Change Order to Boro Construction for masonry wall repairs at CB East under \$35,000. This item will be on the October 9, 2012 Board Agenda
- Approve a Change Order to Centre Point Contracting to Repair the Bus Canopy at Unami MS in the amount of \$65,978.03. There was discussion about tearing the canopy down and not replacing it. Scott informed the committee that similar repairs (on a much smaller scale) were completed at Warwick ES. The committee agreed that we should not remove the canopy just because some schools do not have a canopy.

The Operations Committee agreed with the agenda items.

Discussion Items

Scott Kennedy reviewed an agenda item from last year when the Operations Committee decided to share the cost of flashing lights at Kutz ES with Doylestown Township. Doylestown Township received bids and our share of the project is \$22,775. Committee agreed.

Chalfont Borough is proposing to install a new sidewalk to Pine Run ES and wanted to know if the CBSD is interested in sharing the costs. Estimates for the new sidewalk are \$21,000. Committee agreed.

The YMCA has submitted a request to start using the athletic fields at CB West during the summer. There was a discussion about fees, damage to the grass, etc. Committee agreed to allow the YMCA to use the fields for one year with the understanding that the YMCA should reimburse CBSD for repair costs at the end of the summer. We would also assess the amount of damage to determine if we allow the use next year.

The Bucks County Board of Elections has requested that the fees be waived for using the Auditorium at CB South in October to train election workers. Committee agreed.

Scott Kennedy is proposing to replace the bodies on two maintenance vehicles rather than purchase new vehicles. New vehicles would cost \$45,000 each. Replacement of the bodies is \$11,000 each. Committee agreed.

Scott Kennedy presented the proposed Staff Recognition model which was discussed at a previous Operations Committee. The model indicates three levels of recognition which will be determined annually by the Operations Department staff and presented to the Operations Committee. First year funding of the recognition program was determined to be \$5,000.

The meeting adjourned at 7:20 PM.

Respectfully Submitted,

Scott Kennedy
Director of Operations

Please note: The next Operations Committee meeting will be on Wednesday October 17, 2012, at 6:00 PM at the Administrative Services Center, 20 Welden Drive

These Minutes are the writer's understanding of those items discussed. If anyone is at variance with the Minutes or has amendments thereto, please notify the writer within five (5) calendar days, otherwise the Minutes shall remain in effect as stated.