Erie County Technical School

VIA ZOOM SESSION ONLINE

Joint Operating Committee - Meeting Minutes

Thursday, June 25, 2020

Work session

There was an ECVTS Foundation meeting held during the work session

Call to Order

Mr. Sam Ring, JOC Chair and Treasurer, called the regular meeting to order at 6:18 pm

The session was held via Zoom due to the COVID-19 restrictions

Moment of Reflection and Pledge of Allegiance

Roll Call

Terri Birchard, Board Secretary, called the roll:

Committee members:	District:	Present	Absent
David Mahoney	Fairview	x	
Andy Dinsmore	Fort LeBoeuf	x	
Dennis Olesnanik	Girard	x	
James Bucksbee	General McLane	x	
Terri Brink	Harbor Creek	x	
Edward Rickrode	Iroquois	x	
John DiPlacido	Millcreek	x	
Joseph Cancilla	North East		x
Sam Ring	Northwestern	x	
Stephen Gilbert	Union City	x	
Steve O'Donnell	Wattsburg	x	

Administrators:	Position:	Present	Absent
Dr. Erik Kincade	Superintendent of Record		x
Dr. H Fred Walker	Director	x	
Tim Sennett	Solicitor	x	
Joseph Tarasovitch	Principal	x	
Terri L. Birchard	Business Manager	x	
Del VonVolkenburg	Facilities Manager	x	
Jeff Smith	Technology Manager	x	
Lesa Scalise	Supervisor of Student Services	x	
Sandra Carr	Supervisor of Student Services	x	

Motion to Approve the Agenda and Amendments

Motion to add discussion on the renovation project engineering to the amendments by DiPlacido with a second by Gilbert

Motion to approve the agenda and amendments
Moved for approval by Mahoney, with second by Brink
The motion is approved with an all "ayes" vote

Meeting Minutes

Minutes of May 28, 2020

Motion to accept the minutes of the May 28, 2020 meeting as presented
Moved for approval by Brink, with second by DiPlacido
The motion is approved with an all "ayes" vote
(Copy is filed with the official minutes)

Guests and Public Comment – Items related to the Agenda - None

Operations

New Business

General Fund Budget Transfers

Motion to approve the final 2019-2020 General Fund budget transfers as presented

Moved for approval by Brink, with second by Gilbert
The motion is approved with an all "ayes" vote

A/B Calendar for 2020-2021

Motion to approve A/B Calendar for 2020-2021 school year if needed

Moved for approval by Brink, with second by Gilbert
The motion is approved with an all "ayes" vote

School Re-opening Health and Safety Plan

Motion to approve the School Re-Opening Health and Safety Plan for submission to PDE

Moved for approval by Brink, with second by Olesnanik
The motion is approved with an all "ayes" vote

Secured Vestibule Project Bid Award

Discussion regarding the Secured Vestibule construction project ensued. DiPlacido inquired about receiving the information only after requesting the drawings. Dr. Walker forwarded the information to the Renovation Committee upon DiPlacido's request; however, it arrived the day before the session and this did not allow for the Renovation Committee to have discussion or review of the documents. Brink suggested that the bids be approved so the project is not delayed and then upon review by the Renovation Committee, design plans can be revised

Motion to approve the award of the Secured Vestibule construction projects at the High School and Skill Center buildings to the following:

a. Considine Biebel & Co. – General Contractor - $129,700
b. Keystone Electric base bid – Electrical Contractor - $15,350

Moved for approval by Mahoney, with second by O'Donnell
The motion is approved with nine "ayes" vote and one "no" vote by Gilbert

Admin Staff Change Order Authority for Secured Vestibule Project

The change order process was discussed. Since this project is grant funded and on a tight timeline in order to be completed prior to the start of the school year, Attorney Sennett suggested allowing Administration to have the authority to execute change orders up to 10% of the contract ($15,000 total) based on the review and recommendations from the ECTS Renovation Committee.

Olesnanik agrees that the Renovation Committee should have had the opportunity to review the drawings prior to the session. DiPlacido assured the group that if the changes are more than $15,000, the additional changes will require JOC approval based on the Renovation Committee's recommendations.
Motion to allow Admin Staff authority to execute change orders up to 10% of total contract ($15,000) based on Renovation Committee review

Moved for approval by Mahoney, with second by O'Donnell
The motion is approved with an all "ayes" vote

Revised CAEP Contract 2020-2021

Motion to approve revised CAEP contract with Bethesda Lutheran Services from July 1, 2020 to June 30, 2021

Moved for approval by DiPlacido, with second by Olesnanik
The motion is approved with all "ayes" vote

Financial Items

a. Invoices Payable
    i. General Fund
    ii. Capital Projects Fund
    iii. Student Activities Fund

(Copies filed with the official minutes)

Motion to approve Financial Items Section

Motion to approve the Financial Items Section
Moved for approval by Bucksbee, with second by Olesnanik
The motion is approved with an all "ayes" voice vote

Adjournment

Motion to adjourn presented by Mahoney with a second by Bucksbee

Mr. Ring, JOC Chairman/Treasurer, announced there would be an Executive Session held after the adjournment for Personnel and Safety matters

An update regarding the ECTS Renovation project was not able to be presented by Chris Coughlin, HRLC Architects, this evening due to COVID restrictions. A special July JOC session will be held on Thursday, July 23rd at 6:00 p.m. for the purpose of renovations, personnel, and limited business matters. Mr. Coughlin will be asked to present the pre-bid documents to that evening during the work session.

Mr. Ring, JOC Chairman/Treasurer, adjourned the meeting at 7:49 p.m.

The next meeting is a special session on July 23, 2020 at 6:00 p.m. in the ECTS Eagle's Nest/Cafeteria

An Executive Session regarding personnel and safety matters was held immediately after the JOC session adjourned

Minutes prepared by,

Terri L. Birchard, Secretary
Joint Operating Committee