

**Colonial School District**  
**District Operations**  
**Facilities Management/Transportation Committee**  
**Meeting Minutes**  
**10/5/2012**

Committee chair Bernie Brady called the meeting to order at 7:34 AM.

Other Committee Members Present: Sue Moore, Kathy Oxberry, Mel Brodsky

Other Board Members Present: Alan Tabachnick, Chris Frangiosa

Also Attending: Dr. MaryEllen Gorodetzer, Superintendent; Terry R. Yemm, Director of Operations; Ms. Linda Doll, Community Resident

Public Comment on the Agenda: None

An update was provided to the committee on efforts to try to reduce the contract costs with First Student. Trevor Jackson and Terry Yemm met with representatives of First Student in August to discuss cost reductions. First Student presented that they may be willing to lower our costs in return for an extension on the contract. The current contract expires in 2016. In September First Student provided a proposal to lower the amount of the annual increase in the current contract in return for a five-year extension. First Student requested a 2 1/2% increase per year for each year of the five-year extension. The district countered proposing that the amount of increase per year for the extension should match the state index with a cap of 2-1/2%. In addition, the extension should be for a period of three years, not five years. First Student agreed to these terms but requested that we consider a 3% cap. District administration recommended acceptance of this proposal in view of the fact that the increase is still tied to the state index up to the 3%. The committee provided direction to finalize the agreement with First Student.

The committee reviewed a home inspection report that was performed on the Colonial Farmhouse. The home inspection report was requested by the Whitmarsh Foundation. In addition, the committee provided approval to move forward with an appraisal of the farmhouse. The appraisal will take place in the next 30 days and the final report will be provided for committee review as soon as possible.

Mr. Yemm provided information about a fee that was charged for the annual fire inspection of the Conshohocken Elementary School. Charging a fee for the annual fire inspection was adopted by the Conshohocken Borough Council in December of 2011. The district is requesting a waiver of the fee from the Conshohocken Borough Council. It is the district's position that we should not be utilizing taxpayer's money to pay a fee for a service by another tax collecting entity. The request for a waiver of this fee will be reviewed by the Conshohocken Borough Council at their next regularly scheduled meeting. The decision of the Borough Council will be provided to the committee once received.

The committee reviewed a prioritized list of projects identified in the five-year capital plan that are scheduled to be completed during 2013-2014 school year. The priorities are categorized as regulatory, safety, maintenance and energy. Thirty-one (31) projects totaling \$1,139,770 are included on the prioritized list. A determination regarding the amount of money that will be allocated for capital projects is expected within the next 90 days. Once the decision is made regarding the projects to be completed district administration will begin the bidding process for those projects. The goal is to have as many of these projects as possible ready for completion in the summer of 2013.

A lengthy discussion took place regarding the ability to properly maintain the Victory Fields Complex on weekends. During the last few weeks there has been an excessive amount of trash generated by participants and spectators utilizing the complex. In addition, supplies needed for the use of the comfort station have not been adequate for the amount of use. Replenishing of supplies and emptying trash cans on Saturdays and Sundays was handled in the past by staff members participating in our site watch program. Due to the economic downturn the site watch program has been eliminated and funds available for overtime work has been substantially reduced. Under the current scenario trash cans are emptied on Friday afternoon and Monday morning. In addition, the comfort station is stocked with supplies on Friday afternoon. Efforts will be made to utilize a staff member from Plymouth Whitmarsh High School on Saturdays to empty the trash and restock the supplies in the comfort station. District administration will also explore the possibility of charging a fee to groups that use the Victory Fields Complex. This fee will be used to pay for costs required to maintain the complex on weekends.

A plan to eliminate the emergency spillway on the detention basin that runs parallel to field number 6 and 7 at PW was provided. In the fall of 2011 the backyards of several properties on Schoolhouse Lane were flooded as a result of water flowing out of the detention basin through the emergency spillway. A plan was developed to eliminate the emergency spillway making that section level with the existing berm. Whitmarsh Township required the district to apply to the Montgomery County Conservation District for a permit to perform this work. The permit was issued in July of 2012. Final arrangements are being made with Whitmarsh Township to complete the work in the next few weeks.

A plan for improving the safety of the crosswalk at Germantown Pike and Mayflower Road was presented to the committee. The plan, provided by the district safety officer, included additional signs to be mounted on the existing poles and striping of the shoulder of Germantown Pike on both eastbound and westbound directions. The goal is to prohibit drivers from utilizing the shoulder to pass slower moving vehicles at the crosswalk. The Whitmarsh Township Police Department worked with PennDOT to gain approval to make the proposed improvements. The plan was finalized and Whitmarsh Township Police Department has informed the district that the improvements will be made within the next 30 days.

A planning meeting was held on Thursday, September 6th for the annual Pumpkin Festival. The festival, sponsored by the Whitmarsh Business Association, will be held

on October 13, 2012 from 12 noon to 5 PM. This is the second year in a row that the festival will be held at the Victory Fields Complex. A substantial portion of the proceeds from the festival are used to provide scholarships for Plymouth Whitemarsh High School students. Over the last 10 years the Whitemarsh Business Association has provided over \$90,000 for scholarships for our students.

Additional Public Comment on the Agenda: None.

There being no further business before the committee, Mr. Brady adjourned the meeting at approximately 9:04 AM.

Respectfully submitted,

Terry R. Yemm  
Director of Operations