

**Colonial School District**  
**District Operations**  
**Facilities Management/Transportation Committee**  
**Meeting Minutes**  
**11/6/2009**

Committee Chair Sue Moore called the meeting to order at 8:01 AM.

Other Committee Members Present: None

Other Board Members Present: Gary Johnson, Tom Davis

Also Attending: Dr. Vincent Cotter, Superintendent; Dr. Maryellen Gorodetzer, Assistant Superintendent; Terry R. Yemm, Director of Operations; Ms. Linda Doll, Parent

Public Comment on the Agenda: None

The Committee reviewed a bid recommendation for the purchase of a nine (9) passenger van. The van will replace an existing van and the cost for the van is included in the 2009/2010 approved operating budget. Three (3) companies provided bids. The Committee agreed with the information provided and the bid recommendation will be provided to the Board for consideration at the November Board meeting.

A proposal for the purchase of software necessary for the implementation of a GPS system for our school buses was presented for consideration. The software will be installed with the existing VersaTrans transportation program and will communicate with the Zonar system currently used by First Student. The system will provide the ability for members of the Transportation Department to track the routes and provide the locations of all of our buses on a "real time" basis. Additionally, the system will provide the rate of speed in miles per hour of any bus used for our needs and the system has memory sufficient to retrieve data on all bus runs for a time period in excess of sixty (60) days. The cost of the software is included in another line item in the approved 2009/2010 approved operating budget.

The Committee was asked to approve a plan for the disposal of a van that was previously used as the District's bucket truck. The hydraulic lift (bucket) was recently removed from the old van, refurbished and then installed on another District vehicle by a company called Versalift East. The old van is out of inspection and the engine no longer functions. Versalift East has offered to dispose of the vehicle at no charge to the District. It is the recommendation of members of the Facilities Management Department to transfer title to Versalift East and let them dispose of the old van. This process has been presented to and agreed to by the CFO of the District.

Mr. Yemm provided an update on an initiative to develop a garden at the District farmhouse located on the Angus Tract. A group of District staff members will visit the farmhouse in an effort to determine a location for the proposed garden. Ms. Lori McCoy,

Food Service Director, has discussed this plan with the Regional Marketing Manager of Whole Foods Stores and they have expressed an interest in partnering with the District. Further discussions will take place and the Committee will be kept apprised as things progress.

The annual survey of the Victory Fields detention basin was provided to the Committee for review. A professional surveyor performed a topographical survey of the basin on October 14, 2009. The survey is performed each year in accordance with an agreement with Whitmarsh Township. The result of the survey is that the elevations of the detention basin are within acceptable tolerances when compared with previous surveys and the Grading and Storm Water Management plan dated October 2, 2006, approved by Whitmarsh Township. A copy of the survey letter is available for review at the Facilities Management Center located at 4118 Franklin Way.

The Committee was provided with information regarding the repair of a sinkhole at the base of the retaining wall behind the Whitmarsh Elementary School. The sinkhole was discovered by staff members of the District in early October and a local geotechnical engineer was contacted to provide guidance in the proper repair of the sinkhole. All work was completed by October 23, 2009. This area will be inspected for sinkholes on a continual basis.

An update was provided on the status on the District wide rekeying project. To date all locks have been replaced and the new keying system has been installed at the Conshohocken, Plymouth and Whitmarsh Elementary Schools. The majority, approximately eighty (80) percent, of the locks have been replaced at the Colonial Elementary School. The only schools left to complete are the Ridge Park Elementary School (RP), the Colonial Middle School (CMS) and the Plymouth Whitmarsh High School (PW). The Facilities Management Department would like to move forward with the replacement of the locks at RP and CMS over the next few months. The replacement of the locks at PW will be determined in the near future. Accordingly, a specification package will be developed and provided for public bid. The results of the bid process will be provided for Committee review as soon as possible.

Mr. Yemm provided an update on the approval process for the proposed installation of the athletic field lighting planned for Victory Fields. On Wednesday June 3, 2009, the Zoning Hearing Board (ZHB) of Whitmarsh Township voted in favor of our request for a special exception to the zoning ordinance to allow the installation of athletic field lighting on Victory Fields #1 and #3. Based on testimony presented at the hearing and the request for conditions by the BOS, the ZHB did recommend that certain conditions be included with the recommendation. The most significant condition was the request for the installation of a permanent restroom facility for the Victory Fields complex. Accordingly, the District will now move forward with attempting to obtain the necessary approvals and permits to install the lights. An application for land development was submitted to Whitmarsh Township in late July. The District appeared in front of the Whitmarsh Township Planning Commission (WTPC) in early October. The WTPC reviewed the project and did not make any recommendation requesting that the District consider

alternate locations for a proposed comfort station. An alternate location was reviewed by the Committee. The District will move forward with the approval process and attempt to get on the agenda of the WTPC as soon as possible.

Mr. Yemm reported that Whitemarsh Township has provided notice that the construction of the proposed detention basin at McCarthy Park will begin on or about November 16, 2009. The Township has asked that the District consider allowing access for the construction vehicles through the parking lot at the Facilities Management Center (FMC). The original plan was to provide access through the neighborhood on the south side of Victory Fields via Fairway Road. All members of the Committee agreed that an entrance at the FMC was much safer for the community than the Fairway Road entrance. The Committee members directed Mr. Yemm to make sure that there is an agreement in place with Whitemarsh Township regarding restoration of the area and repairs of any damage created during the construction process before agreeing to allow access at the FMC. Additionally, the agreement is to be reviewed and approved by the District solicitor prior to allowing access.

Additional Public Comment on the Agenda: None.

There being no further business before the committee, Mrs. Moore adjourned the meeting at approximately 9:58 AM.

Respectfully submitted,

Terry R. Yemm  
Director of Operations