

**QUARTERLY MEETING MINUTES
SCHOOL BUILDING AUTHORITY OF WEST VIRGINIA**

Held At:

**West Virginia Lottery Commission
900 Pennsylvania Avenue, 10th floor
Charleston, WV 25302**

**Quarterly Meeting
Wednesday, April 10, 2024
10:15 A.M.**

CALL TO ORDER

I. Chairman Brian Abraham called the School Building Authority of West Virginia's (SBA) Quarterly Meeting to order on Wednesday, April 10, 2024 at 10:00 A.M. The following authority members were present: Chairman Brian Abraham, Vice-Chair Chris Morris, Superintendent Michele Blatt, Don Bower, Gary Price, and Nancy White, with Sandra Hamilton and Dr. Daniel Snavely attending via telephone. The following SBA staff were present: Executive Director Andy Neptune, Dana Womack, Joyce VanGilder, CFO Jordan Kirk, Angie Bradley, Mark Miller, Patrick Elliott and Shannon Driver. The following individuals were also present: Terry George, Superintendent Eddie Campbell and Nicole Kemper of Monongalia County Schools, Dave Ferguson of ZMM, Missy Hall of Wayne County Board of Education, Andrea Neptune, Robert Dunlevy of the WV Board of Education, Superintendent Joseph Arbogast of Webster County Schools, William Hensley of Mingo County Schools, Mike Hall of Skanska, Superintendent Serena Starcher of Raleigh County Schools, Nick Alfred and Brad Smith of Randolph County Schools, Micah Whitlow of the WV Department of Education, Superintendent Johnny Branch of Mingo County Schools, Greg Martin of William Shriver, Superintendent Lynn Bostic of Pocahontas County Schools, Superintendent Ryan Saxe, Justin Boggs, Drew Rottgen, and Josh Pauley of Cabell County Schools, Superintendent Sheena VanMeter, Sarah Earle, and Josh See of Hardy County Schools, Superintendent David Warvel and Chad Meador of Summers County Schools, Superintendent Jeff Crook, Deidra Parr, and Steve Mitchell of Brooke County Schools, Superintendent Todd Alexander of Wayne County Schools, Superintendent Alicia Lambert and Johnathan Hicks of Tucker County Schools, Superintendent Melinda Stewart and Phyllis Hinterer of Lewis County Schools, Randy Yohe of West Virginia Public Broadcasting, Elbert Mosley of WOWK, Curtis Johnson of WSAZ, Superintendent Debbie Schmidlen of Randolph County Schools, Rebeca Blaine of the Governor's Office, Bob Aaron of WCHS, Carrie Hodousek of Metro News, Kenny Kemp and Roger Adkins of the Gazette, and Ernie Dellatorre of McKinley.

APPROVAL OF MINUTES

II. Upon a Motion by Chris Morris with a second by Don Bower, the Authority voted to approve the SBA's Special Meeting Minutes from January 29, 2024 (Attachment A).

IV. EXECUTIVE DIRECTOR'S REPORTS

A. P-Card Review – (Information) – **HANDOUT**

One of the requirements of the P-Card Program is for the Authority to review all purchases made by the SBA staff. As such, the Handout provided an itemized list of the SBA's card usage for FY2024 July 1, 2023 through March 31, 2024.

B. Active Project Status Updates – (Information) – **HANDOUT**

The SBA Architectural Services Staff provided a status update for each active project that was funded by the School Building Authority. The information in the Handout provided a detailed update as of April 10, 2024.

C. Appointment of Officers for 2024 – (Action)

In accordance with WV Code §18-9D-1(b), the Authority shall annually elect one of its public members to serve as Vice-Chair and shall appoint a Secretary, who need not be a member of the Authority and who shall keep records of its proceedings. As such, Executive Director Neptune respectfully requested the Authority fulfill this requirement and select officers for 2024. Upon a Motion by Superintendent Blatt with a second by Nancy White, Chris Morris was recommended as Vice-Chair. Upon a Motion by Nancy White with a second by Sandra Hamilton, Executive Director Neptune was recommended as Secretary. Chairman Abraham also appointed Don Bower to serve as the Construction Committee Chair.

V. FINANCE REPORT – CFO Jordan Kirk

A. SBA Budget vs Actual Financial Report - (Information) – **ATTACHMENT B**

CFO Kirk presented the SBA's Profit and Loss Statement for the FY2024 period ending March 31, 2024.

B. SBA Grant Awards Report – (Information) – **ATTACHMENT C**

CFO Kirk presented the Grant Awards Report for all SBA Active Grants.

C. 2024 Legislative Overview – (Information)

CFO Kirk provided a legislative overview of the following bills affecting the SBA: Senate Bills 653, 643, and 701.

VI. CEFP AMENDMENTS – Executive Director Neptune

The following amendments to County Comprehensive Educational Facilities Plans (CEFPs) have been reviewed and are recommended for approval by the SBA Staff. The State Board of Education has acted on these amendments. Approval of these amendments does not necessarily reflect support for funding of the projects within the Amendments; it means the counties followed the proper Amendment Process. The counties' complete Amendment submittals will be available upon request. The following Amendments were submitted and recommended for approval:

A. Ohio County Board of Education CEFP Amendment – (Action) – **ATTACHMENT D**

The Ohio County Board of Education requested approval to revise their 2020-2030 CEFP to programmatically divide Warwood School (PreK-8) into Warwood Elementary School (PreK-5) and Warwood Middle School (6-8). The Warwood School facility is currently configured to operate

under this arrangement, and all students will remain at this physical location. The proposed change is planned to go into effect with the start of the 2024-2025 school year.

Ohio County Board of Education has complied with the SBA CEFP Amendment Process, and as such, Executive Director Neptune respectfully recommended approval of this amendment.

B. Grant County Board of Education CEFP Amendment – (Action) – **ATTACHMENT E**

The Grant County Board of Education requested approval to add additions and renovations at two schools to their priority list. Maysville Elementary School is proposed to receive a two-classroom addition, and Petersburg High School is proposed to receive a new secure front entrance, a new main office, renovations to the athletic entrance, and renovations to the existing main office. The projects are proposed to be funded through local funds and a grant(s) from the SBA.

Grant County Board of Education has complied with the SBA CEFP Amendment Process, and as such, Executive Director Neptune respectfully recommended approval of this amendment.

C. Cabell County Board of Education CEFP Amendment – (Action) – **ATTACHMENT F**

The Cabell County Board of Education requested approval to reprioritize and add to its current project priority list. It is proposed that a new school for Ona Elementary become the top priority in the county and that multiple HVAC replacements across the school district be moved up. Projects proposed to be added to the CEFP are an emergency access road at Huntington High, green space at Huntington East Middle, restroom renovations at both high schools, and turf for the softball and baseball fields at both high schools. The projects are planned to be funded through local funds and a grant(s) from the SBA.

Cabell County Board of Education has complied with the SBA CEFP Amendment Process, and as such, Executive Director Neptune respectfully recommended approval of this amendment.

Upon a Motion by Nancy White with a second by Superintendent Blatt, the Authority voted to collectively approve Ohio County, Grant County, and Cabell County's CEFP's.

VII. NEW BUSINESS

A. Jefferson County Board of Education Requests an Extension – (Action) – **ATTACHMENT G**

The Jefferson County Board of Education requested a grant extension regarding the new Ranson and Shepherdstown Elementary School due to many challenges with the school construction bidding market post COVID-19. These challenges include rampant construction cost escalation and excessively long equipment lead times, which have resulted in delays for re-design and longer than normal completion times. The projects are now in the construction phase. Accordingly, a grant extension is requested from April 30, 2024 to October 30, 2025.

Executive Director Neptune respectfully recommended that the Authority approve Jefferson County Board of Education's grant extension request.

B. Pocahontas County Board of Education Requests an Extension – (Action) – **ATTACHMENT H**

The Pocahontas County Board of Education requested a grant extension regarding the Marlinton Elementary School roof replacement and boiler upgrades. This extension request is due to the

following factors, including: The Board of Risk and Insurance conducted an inspection of the boilers in November 2023. BRIM's design criteria from the National Board Inspection Code super cedes the International Mechanical Code criteria of the initial design. The boiler upgrade project was then redesigned and submitted to BRIM, the WV State Fire Marshal, and the WV Department of Education. Reviews were completed but resulted in the need to simultaneously shut down the three boilers. The shutdown of the boilers cannot occur during the winter months due to the need for a heating supply. The date for insulation is now scheduled for mid-May 2024. Accordingly, an extension is requested from June 30, 2024 to August 31, 2024.

Executive Director Neptune respectfully recommended that the Authority approve Pocahontas County Board of Education's grant extension request.

C. Monongalia County Board of Education Requests an Extension – (Action) – **ATTACHMENT I**

The Monongalia County Board of Education requested a grant extension regarding the Monongalia County Schools' North Elementary School Stair Tower and Building Connector Project. The current project timeline is set to expire on June 30, 2024, with an extension being requested until June 30, 2025, due to unforeseen challenges that were encountered during the project's bidding process. The lowest bidder could not meet substantial completion as specified in the bid documents and refused to sign a contract unless substantial completion was changed to a later date. Monongalia County's board felt it would be unfair to other potential bidders to extend the date of substantial completion after the bids were opened. As a result, the project had to be re-bid, with the majority of disrupted work scheduled for the summer of 2024.

Executive Director Neptune respectfully recommended that the Authority approve Monongalia County Board of Education's grant extension request.

D. Fayette County Board of Education Requests an Extension – (Action) – **ATTACHMENT J**

The Fayette County Board of Education requests a grant extension regarding the Meadow Bridge Regional PK-12 school due to delays related to phasing of the project to minimize the impact of the construction of the student population, Covid-19, lead times for receiving materials, and weather delays exacerbated by site conditions. As such, an extension is granted from May 31, 2023 to March 30, 2025.

Executive Director Neptune respectfully recommends that the Authority approve Fayette County Board of Education's grant extension request.

E. Preston County Board of Education Requests an Extension – (Action) – **ATTACHMENT K**

The Preston County Board of Education requests a grant extension regarding the Secure Entryway Project at Preston High School. There have been a number of delays associated with the project related to supply chain issues according to the general contractor, Veritas. During a recent meeting with the contractor and SBA representative, the contractor provided a scheduled for substantial completion of the project to be July 5, 2024, which extends beyond the original project expiration date. As a result, Preston County Board of Education is requesting an extension from the SBA on the Preston High School Secure Entryway Project with the requested extension date being October 5, 2024.

Executive Director Neptune respectfully recommends that the Authority approve Preston County Board of Education's grant extension request.

F. Upshur County Board of Education Requests an Extension – (Action) – **ATTACHMENT L**

The Upshur County Board of Education requests a grant extension regarding Tennerton Elementary School. Upshur County Schools was officially taken over by state board action on June 14, 2023. At that time, the county had been awarded a grant from the SBA for \$882,625.00 to support a project at Tennerton Elementary School. The scope of this project also had a local contribution of \$880,787.00 to add two classrooms and a safe school entrance. Since this award and due to circumstances of takeover, the project has not started as originally planned for June of 2023. Costs have increased and Upshur County is not in the position currently to contribute the original amount or cost increases due to the rise in construction materials. As such, Upshur County Schools requests an extension until June 30, 2025, to allow them to see if an Excess Levy can be passed in the May Primary.

Executive Director Neptune respectfully recommended that the Authority approve Upshur County Board of Education's grant extension request.

Upon a Motion by Gary Price with a second by Sandra Hamilton, the Authority voted to collectively approve the grant extension requests for Jefferson, Pocahontas, Monongalia, Fayette, Preston, and Upshur County.

G. Funding of Additional Projects – (Action) – **HANDOUT**

Governor Justice assumed his role as Chair and briefly spoke about the available funding. As a result of the additional supplemental funding in the amount of \$150,000,000 that was approved by Governor Justice and the Legislature, Executive Director Neptune respectfully recommended the Authority approve funding for the remaining MIP and Needs projects that were not funded in the FY2024 funding cycle, in the amount of \$87,565,593 as listed in the **Handout**.

Executive Director Neptune also respectfully recommended the Authority approve an amendment to Berkeley County and Wood County's grants that were previously approved as multi-year grants in the December 2023 Needs funding cycle, for a total of \$35,285,959. This amendment will now reflect full funding for both counties for FY2024. The remaining additional supplemental funding of approximately \$27.1 million will be applied to future SBA funding project requests.

Upon a Motion by Chris Morris with a second by Superintendent Blatt, the Authority voted to approve funding the projects listed in the Handout.

VIII. FUTURE MEETINGS

Chairman Abraham advised of the following SBA future tentative meeting dates:
June 17, 2024 – Quarterly Meeting – Location TBD

X. ADJOURNMENT – (Action)

Upon a Motion by Nancy White with a second by Don Bower, the Authority voted to adjourn the April 10, 2024 quarterly meeting of the School Building Authority of West Virginia.

Minutes Approved May 8, 2024



Mr. Brian Abraham, Governor's Designee
School Building Authority of West Virginia