

MINUTES
SCHOOL BUILDING AUTHORITY OF WEST VIRGINIA

Held At:
School Building Authority of West Virginia
2300 Kanawha Boulevard, East
Charleston, West Virginia 25311

November 18, 2019
8:30 A.M.
November 19, 2019
8:30 A.M.

I. CALL TO ORDER

Chairman Brian Abraham, Governor's Designee, called the School Building Authority of West Virginia's (SBA) Superintendent Interview Meeting to order at 8:30 A.M. on Monday, November 18, 2019. The following Authority Members were present: Chairman Brian Abraham; Victor Gabriel, Secretary; Chris Morris; Bart Willis, Vice-Chair; Miller Hall; Dr. Steven Paine; Debra Sullivan; David Perry; with Sandra Hamilton participating via phone. The following SBA Staff were also present: David Roach, Executive Director; Sue Chapman; Ben Ashley; Mike Hall; Dana Womack; Joyce VanGilder; Angie Bradley; and Shannon Driver.

II. ACKNOWLEDGMENTS AND RECOGNITIONS

Attending Monday, November 18, 2019: Ron Duerring, Superintendent of Kanawha County; Chuck Smith, Kanawha County BOE; Terry George, Superintendent of Fayette County; Steve Slockett, Fayette County BOE; Anna Kincaid-Cline, Fayette County BOE; Tim Payton, Fayette County BOE; C. David Price, Superintendent of Raleigh County; Larry Ford, Raleigh County BOE; Richard Duncan, Superintendent of Roane County; Joetta Basile, Superintendent of Monroe County; Keith Wickline, Monroe County BOE; Dr. Kimberly Miller, Superintendent of Ohio County; Zack Abraham, Ohio County BOE; Rick Jones, Ohio County BOE; Scott Cochran, Superintendent of Webster County; Joyce Markle, Webster County BOE; Troy Ravenscroft, Superintendent of Mineral County; Dr. Mary Jane Baniak, Mercer County BOE; Jeffrey Pancione, Superintendent of Hampshire County; Debbie Champ, Hampshire County BOE; Dr. Jeff Crook, Superintendent of Brooke County; Cory Murphy, Brooke County BOE; Dr. Mark Manchin, Superintendent of Harrison County; Frank Devono, Jr., Harrison County BOE; Patricia Lowther, Superintendent of Gilmer County; Joe Frazier, Gilmer County BOE; Kelli Whytsell, Superintendent of Calhoun County; Michael Fitzwater, Calhoun County BOE; Robin Lewis, Superintendent of Lewis County; Jim Flesher, Lewis County BOE; J. Blair Frier, CWPR-Brooke County; Greg Martin, Williamson Shriver Architects; David Ferguson, ZMM, Inc.; Bill Ratcliffe, Thrasher Architects, Inc.; Amanda Chevront, Thrasher Architects, Inc.; David Kirby, BB&T Scott & Stringfellow; and Ryan Quinn, Charleston Gazette Mail.

Attending Tuesday, November 19, 2019: Mary Jane Pope Albin, Superintendent of Wirt County; Daniel Metz, Wirt County BOE; Jeff Smith, Wirt County BOE; Curtis Moore, Wirt County BOE; Todd Alexander, Superintendent of Wayne County; Joann Hurley, Wayne County BOE; Missy Hall, Wayne County BOE; Matt Stanley, Wayne County BOE; Dr. Deborah Akers, Superintendent of Mercer County; Paul Hodges, Mercer County BOE; Teresa Russell, Mercer County BOE; Chris Hanshaw, Nicholas County BOE; Rocky Roberts, Nicholas County BOE; Dr. Sarah Lewis-Stankus, Superintendent of Upshur County; George Carver, Upshur County BOE; Tristan Gray, Upshur County BOE; Tim Perico, Upshur County BOE; Debbie Schmidlen, Superintendent of Randolph County; Amanda Smith, Randolph County BOE; Shane Highley, Superintendent of Tyler County; Stephen Wotring, Superintendent of Preston County; Brad Martin, Preston County BOE; Christine Miller, Superintendent of Taylor County; Patrick Turner, Taylor County BOE; Kimberly Rodes, Superintendent of Summers County; Michael Osborne, Summers County BOE; Eric Widdoes, Summers County BOE; Michael Wells, Superintendent of Pleasants County; Dr. Heather Straight, Pleasants County BOE; Dr. Eddie Campbell, Jr., Superintendent of Monongalia County; Ron Lytle, Monongalia County BOE; Nicole Kemper, Monongalia County BOE; Randy Farley, Superintendent of Marion County; Mary Jo Thomas, Marion County BOE; Ryan Quinn, Charleston Gazette-Mail; David Ferguson, ZMM, Inc.; Amanda Chevront, Thrasher Architects, Inc.; Matthew Breakey, Thrasher Architects, Inc.; and Bill Radcliffe, Thrasher Architects, Inc.

III.

APPROVAL OF MINUTES

Upon a motion by Victor Gabriel, with a second by Dave Perry, the Authority voted to approve the SBA Quarterly Meeting Minutes for September 16, 2019 and the SBA Special Meeting Teleconference Minutes for November 4, 2019.

IV.

EXECUTIVE DIRECTOR'S REPORTS

Purchasing Card (P-Card) Program Report – (Information) – HANDOUT

One of the requirements of the P-Card Program is for the Authority to review all purchases made by the SBA Staff. Executive Director Roach provided a Handout containing an itemized list of the SBA's card usage for the period of July 1, 2019 through October 31, 2019.

V.

CEFP AMENDMENTS

Executive Director Roach notified the Authority that the SBA's Architectural Staff reviewed the following amendments to County Comprehensive Educational Facilities Plans (CEFP's). The State Board of Education approved these amendments. Approval of these amendments does not necessarily reflect support for funding of the projects within the Amendment; it means the County followed the proper Amendment Process. The counties complete amendment submittals are available upon request. Executive Director Roach presented the following CEFP Amendments to the Authority:

A. Kanawha County CEFP Amendment – (Action) – ATTACHMENT C

The Kanawha County Board of Education requests approval of an amendment to its current 2010-2020 CEFP in relation to a 2019 School Building Authority Needs Project application for Kanawha City Elementary School. The amendment proposes an addition of a quad classroom area (four spaces) to the western end of the facility. The four classrooms eliminate the need for three portables currently in use at the school. The work also includes renovation of the main entry making it a secured vestibule ("Man-Lock") and relocation of the office suite, enlarging the kitchen, renovation of all restroom facilities for ADA accessibility, and replacing all windows with laminated thermally insulated glass. The scope of the also includes HVAC replacement, electrical upgrades, new fire alarm system and a sprinkler system. Upgrading of playgrounds for Pre-K will be addressed.

Kanawha County has complied with the SBA CEFP Amendment Process, and as such, Executive Director respectfully recommended approval.

Upon a motion by Dave Perry with a second by Victor Gabriel, the Authority voted to approve Kanawha County's CEFP Amendment.

B. Monongalia County CEFP Amendment – (Action) – ATTACHMENT D

The Monongalia County Board of Education requests approval of an amendment to its current 2010-2020 CEFP in relation to a 2019 School Building Authority Needs Project Application for Ridgedale Elementary School. The amendment requests the following: construction of eight additional new classrooms, restrooms, and elevator (Phase 1); renovation of five existing classroom spaces (Phase 2); construction of new cafeteria, kitchen, restrooms, itinerant spaces, mechanical areas (Phase 2); construction and renovation of main office and new secured access entrance (Phase 2); roof replacement of existing building (Phase 2); renovation of former cafeteria, kitchen, and restrooms to create two new classroom spaces, planning/work areas, itinerant/specialist spaces (Phase 2); and increase parking area to provide adequate space and improve pedestrian safety by isolating bus and car loading and unloading operations (Phase 2).

Monongalia County has complied with the SBA CEFP Amendment Process, and as such, Executive Director respectfully recommended approval.

Upon a motion by Miller Hall with a second by Dave Perry, the Authority voted to approve Monongalia County's CEFP Amendment.

C. Hampshire County CEFP Amendment – (Action) – **ATTACHMENT E**

The Hampshire County Board of Education requests approval of an amendment to its current 2010-2020 CEFP in relation to a 2019 School Building Authority Needs Project Application for Capon Bridge Middle School. In the original plan, Capon Bridge Middle School was expected to only need technology updates. However, it has been determined that the school's plumbing for the kitchen facility is not connected to the grease trap that was installed during the original construction. The school was not hampered by the failure to have the grease trap connected. However, issues have been ongoing for the PSD for several months or years, but they did not know where or who was causing the issue at their treatment facility. Through extensive research and investigation, the plumbing took a different route to the sewer system and bypassed the grease trap. The work will involve cutting the concrete slab, trenching, installing new piping, replacing the slab and patching the quarry tile. It will also require cleaning the downstream piping that may be partially clogged due to grease deposits.

Hampshire County has complied with the SBA CEFP Amendment Process, and as such, Executive Director respectfully recommended approval.

Upon a motion by Dave Perry with a second by Debra Sullivan, the Authority voted to approve Hampshire County's CEFP Amendment.

D. Marion County CEFP Amendment – (Action)- **ATTACHMENT F**

The Marion County Board of Education requests approval of an amendment to their current 2010-2020 CEFP in relation to a 2019 School Building Authority Needs Project Application for East Dale Elementary School. The amendment requests the following: 1) addition of a 10,600 square foot building, connecting it to the existing school, providing eight (8) new early learning childhood classrooms; 2) relocation of students in pre-k and k from the Meadowdale facility to East Dale Elementary; placing the entire student body under one roof; and, 3) replacement of carpeting throughout East Dale Elementary with tile flooring. This amendment will provide eight new/additional classrooms which will accommodate the entire student body under one roof, reducing operating and maintenance costs significantly. The addition of classrooms at East Dale Elementary will resolve fire safety codes and ADA accessibility issues. Travel time will be improved because the two separate campuses will be combined.

Marion County has complied with the SBA CEFP Amendment Process, and as such, Executive Director Roach respectfully recommended approval.

Upon a motion by Dave Perry with a second by Debra Sullivan, the Authority voted to approve Marion County's CEFP Amendment.

VI.

FINANCE REPORTS

A. Funds Available for the 2020 NEEDs Projects – (Information)

CFO Sue Chapman stated the funds available for the FY2020 School Construction Projects is approximately \$26,000,000, due to previous obligations of multi-year funding (*\$56,000,000 less \$30,000,000 previously obligated*).

B. Updates on Additional Funding – (Information)

CFO Chapman provided an update on the \$30M FY2020 Supplemental Funding Request, advising we will not know the outcome of the request until the Budget for FY2021 is approved. She was asked if this supplement would restore our funds for NEED grant awards. In addition, she stated if the supplemental request was approved, a special meeting by the Authority would need to occur for those funds to be awarded in FY 2020 for NEED requests. CFO Chapman also provided the Finance Committee a copy of the Five-Year School Construction Fund Summary. A cash flow analysis demonstrates utilizing 15% of the funds awarded in FY2019.

C. Update on Audit Report – (Information) – **HANDOUT**

CFO Chapman presented the School Building Authority's annual audit report from Maher Duessel and reported there were no findings. A copy of the report was provided to the Authority.

D. Update on Tax Credit Bond – (Information)

CFO Chapman provided the Authority with an update on the SBA Tax Credit Bonds (2009A, 2009B and 2010A) and advised she expects a possible determination by December 2019.

VII.

NEW BUSINESS

Morgan County Requests an Extension – (Action) – **ATTACHMENT G**

The Morgan County Board of Education requests an extension of the grant received for renovations at Berkeley Springs High School Buildings C & D to complete the close out process. Funds from this grant expire on December 12, 2019.

Executive Director Roach respectfully requested that the Authority approve this extension to Morgan County Board of Education's Grant Contract.

Upon a motion by Sandra Hamilton with a second by Dave Perry, the Authority voted to approve this extension to Morgan County Board of Education's Grant Contract.

VIII.

PROJECT REVIEWS AND SUPERINTENDENT INTERVIEWS

Executive Director Roach informed the Authority that the SBA Staff worked closely with the counties submitting NEEDS Projects for funding consideration. Provided in Attachment H was a summary of the projects, finance plan, and staff comments. The following is summary of each county's project submission and presentation:

KANAWHA COUNTY

Dr. Ronald Duerring, Superintendent
Mr. Chuck Smith, Director of Facilities

Kanawha County presented its 2020 NEEDS Project that requests up to \$5,505,469 in SBA funding for renovations and additions to Kanawha City Elementary School. These funds will be used in partnership with a local contribution of \$2,877,422 for a total project cost of \$8,382,911.

FAYETTE COUNTY

Mr. Terry George, Superintendent
Mr. Steve Slockett, Vice President, BOE

Fayette County presented its 2020 NEEDS Project that requests up to \$20,012,448 in SBA funding for a new Meadow Branch Pre-K -12 Regional School. The county is not able to commit local funds to this project.

RALEIGH COUNTY

Mr. C. David Price, Superintendent
Mr. Larry Ford, President, BOE
Darren Butcher, Treasurer

Raleigh County presented its 2020 NEEDS Project that requests up to \$8,882,374 in SBA funding for a new Stratton Elementary School. These funds will be used in partnership with a local contribution of \$7,000,000 for a total project cost of \$15,882,374.

ROANE COUNTY

Dr. Richard Duncan, Superintendent

Roane County presented its 2020 NEEDS Project County that requests up to \$16,873,151 in SBA funding for a new Spencer Middle School. The county is not able to commit local funds to this project. Upon the completion of this project, the existing Spencer Middle School will close, and students will attend the new facility

MONROE COUNTY

Ms. Joetta Basile, Superintendent
Mr. Keith Wickline, President, BOE

Monroe County presented its 2020 NEEDS Project that requests up to \$1,034,557 in SBA funding for a roof replacement at James Monroe High School. These funds will be used in partnership with a local contribution of \$180,643 for a total project cost of \$1,215,200.

OHIO COUNTY

Dr. Kimberly Miller, Superintendent
Mr. Rick Jones, Assistant Superintendent
Mr. Zack Abraham, President, BOE
Mr. Brian Harto, Director of Operations
Mr. Ernie Dellatorre, Architect

Ohio County presented its 2020 NEEDs Project that requests up to \$9,000,000 in SBA funding for renovations at Warwood PreK-8 School and Woodsdale Elementary School. These funds will be used in partnership with a local contribution of \$3,940,684 for a total project cost of \$12,940,684. These projects are part of a capital improvement bond that was passed in May 2018.

WEBSTER COUNTY

Mr. Scott Cochran, Superintendent
Ms. Joyce Markle, President, BOE

Webster County presented its 2020 NEEDs Project that requests up to \$3,368,538 in SBA funding for infrastructure renovations and a safe school entrance at Webster Springs Elementary School. The county is not able to commit local funds to this project.

MINERAL COUNTY

Mr. Troy Ravenscroft, Superintendent
Dr. Mary Jane Baniak, President, BOE

Mineral County presented its 2020 NEEDs Project that requests up to \$5,805,000 in SBA funding for HVAC and roof equipment renovations at Keyser Middle School and Frankfort Middle School. These funds will be used in partnership with a local contribution of \$645,000 for a total project cost of \$6,450,000.

HAMPSHIRE COUNTY

Mr. Jeffrey Pancione, Superintendent
Ms. Debbie Champ, President, BOE

Hampshire County presented its 2020 NEEDs Project that requests up to \$145,580 in SBA funding for corrective plumbing renovations in the kitchen area of Capon Bridge Middle School. The county is not able to commit local funds to this project.

BROOKE COUNTY

Dr. Jeff Crook, Superintendent
Mr. Cory Murphy, President, BOE
Mr. Steve Mitchell, Maintenance Foreman
Mr. Mark Ross, Sewer Plant Operator
Mr. Blaire Frier, OWPR

Brooke County presented its 2020 NEEDs Project that requests up to \$518,385 in SBA funding for a new wastewater treatment plant at Brooke Intermediate South School. These funds will be used in partnership with a local contribution of \$25,000 for a total project cost of \$543,385.

HARRISON COUNTY

Dr. Mark Manchin, Superintendent
Mr. James Lopez, Assistant Superintendent
Mr. Frank Devono, Jr., President, BOE
Mr. Gary Hamrick, Former President, BOE

Harrison County presented its 2020 NEEDs Project that requests up to \$6,128,000 in SBA funding for additions and renovations to the United High School facility, which will become Gore Elementary School. These funds will be used in partnership with a local contribution of \$2,000,000 for a total project cost of \$8,128,000. Upon the completion of this

project, the students from Adamston and Wilsonburg Elementary Schools will attend Gore Elementary. The existing Adamston Elementary School facility will be reconfigured to house students from United High School, and the existing Wilsonburg Elementary School facility will close.

GILMER COUNTY

Ms. Patricia Lowther, Superintendent
Mr. Joe Frashure, Director of Facilities

Gilmer County presented its 2020 NEEDs Project that requests up to \$1,723,468 in SBA funding for renovations at Gilmer County Middle/High School. These renovations include a HVAC unit replacement, a new safe school entrance, and a partial roof replacement. These funds will be used in partnership with a local contribution of \$150,000 for a total project cost of \$1,873,468.

CALHOUN COUNTY

Mrs. Kelli Whytsell, Superintendent
Ms. Jenna Jett, President, BOE
Mr. Michael Fitzwater, Director of Facilities and Transportation

Calhoun County presented its 2020 NEEDs Project that requests up to \$16,788,241 in SBA funding for new HVAC, roof, and safe school entrance at Calhoun County Middle/High School. The county is not able to commit local funds to this project.

LEWIS COUNTY

Dr. Robin Lewis, Superintendent

Lewis County presented its 2020 NEEDs Project that requests up to \$264,952 in SBA funding for construction of safe school entrances at Peterson Central Elementary School and Roanoke Elementary School. These funds will be used in partnership with a local contribution of \$88,318 for a total project cost of \$353,270.

WIRT COUNTY

Ms. Mary Jane Pope Albin, Superintendent
Mr. Daniel Metz, President, BOE
Mr. Jeff Smith
Mr. Curtis Moore

Wirt County presented its 2020 NEEDs Project that requests up to \$955,734 in SBA funding for general renovations at Wirt County High School. These funds will be used in partnership with a local contribution of \$43,988 for a total project cost of \$999,722.

WAYNE COUNTY

Mr. Todd Alexander, Superintendent
Ms. Missy Hall, Vice President, BOE
Mr. Matt Stanley, Director of Facilities

Wayne County presented its 2020 NEEDs Project that requests up to \$2,493,172 in SBA funding for Phase II HVAC renovations at Spring Valley High School. These funds will be used in partnership with a local contribution of \$100,000 for a total project cost of \$2,593,172.

MERCER COUNTY

Dr. Deborah Akers, Superintendent
Mr. Paul Hodges, President, BOE
Ms. Teresa Russell

Mercer County presented its 2020 NEEDs Project that requests up to \$11,501,524 in SBA funding for the construction of a new elementary school for the Bluewell and Brushfork areas. These funds will be used in partnership with a local contribution of \$3,000,000 for a total project cost of \$14,501,524. Upon the completion of this project, the existing Bluewell Elementary School and Brushfork Elementary School will close.

NICHOLAS COUNTY

**Mr. Chris Hanshaw, Director of Technology
Mr. Rocky Roberts, Director of Maintenance and Facilities**

Nicholas County presented its 2020 NEEDs Project that requests up to \$1,686,000 in SBA funding for safe school entrances at Panther Creek Elementary, Zela Elementary, Birch River Elementary and Nicholas County High School. These funds will be used in partnership with a local contribution of \$100,000 for a total project cost of \$1,786,000.

UPSHUR COUNTY

**Dr. Sara Lewis-Stankus, Superintendent
Mr. Tristan Gray, Principal, Tennerton Elementary
Mr. George Carver, Treasurer, BOE
Mr. Tim Derico, Director of Facilities**

Upshur County presented its 2020 NEEDs Project that requests up to \$2,189,740 in SBA funding for renovations and additions to Tennerton Elementary School. These funds will be used in partnership with a local contribution of \$115,249 in local funds for a total project cost of \$2,304,989.

RANDOLPH COUNTY

**Ms. Debra Schmidlen, Superintendent
Ms. Amanda Smith, President BOE**

Randolph County presented its 2020 NEEDs Project that requests up to \$697,830 in SBA funding for lighting upgrades to Jennings Randolph, Midland, and North Elementary Schools. The county is not able to commit local funds to this project.

TYLER COUNTY

Mr. Shane Highley, Superintendent

Tyler County presented its 2020 NEEDs Project that requests up to \$5,223,138 in SBA funding for Phase II HVAC and lighting upgrades at Tyler Consolidated Middle/High School. These funds will be used in partnership with a local contribution of \$1,741,046 for a total project cost of \$6,964,184.

PRESTON COUNTY

**Mr. Stephen Wotring, Superintendent
Mr. Brad Martin, Assistant Superintendent, BOE
Katrina Kertstetter, Chief Business Official**

Preston County presented its 2020 NEEDs Project that requests up to \$270,810 in SBA funding for a partial roof replacement at Preston County High School. These funds will be used in partnership with a local contribution of \$180,540 for a total project cost of \$451,350.

TAYLOR COUNTY

Ms. Christine Miller, Superintendent

Taylor County presented its 2020 NEEDs Project that requests up to \$800,148 in SBA funding for a roof replacement at Grafton High School. These funds will be used in partnership with a local contribution of \$266,716 in local funds for a total project cost of 1,066,864.

SUMMERS COUNTY

**Ms. Kimberly Rodes, Superintendent
Mr. Eric Widdoes, Assistant Superintendent
Mr. Michael Osborne, Clerk of the Works**

Summers County presented its 2020 NEEDs Project that requests up to \$697,122 in SBA funding for a roof replacement at Summers County Middle School. The county is not able to commit local funds to this project.

PLEASANTS COUNTY
Mr. Michael Wells, Superintendent
Ms. Heather Straight, President, BOE
Rex Cox, Director of Facilities
Bill Radcliffe, Thrasher Architects, Inc.

Pleasants County presented its 2020 NEEDs Project that requests up to \$731,863 in SBA funding for new, larger freezers and refrigerators for the kitchen area at both Pleasants County Middle School and St. Mary's Elementary School. In addition, this project also includes electrical and lighting upgrades at Pleasants County Middle School. These funds will be used in partnership with a local contribution of \$129,152 for a total project cost of \$861,015.

MONONGALIA COUNTY
Dr. Eddie Campbell, Jr., Superintendent
Mr. Ron Lytle, President, BOE

Monongalia County presented its 2020 NEEDs Project that requests up to \$4,813,125 in SBA funding for Phase II additions and renovations to Ridgedale Elementary School. These funds will be used in partnership with a local contribution of \$1,604,375 for a total project cost of \$6,417,500.

MARION COUNTY
Mr. Randy Farley, Superintendent

Marion County presented its 2020 NEEDs Project that requests up to \$1,577,325 in SBA funding for an eight (8) classroom addition for Pre-K and Kindergarten students at East Dale Elementary School. These funds will be used in partnership with a local contribution of \$1,577,325 for a total project cost of \$3,154,650. Upon the completion of this project, the existing Meadowdale Annex will close.

IX.

FUTURE MEETINGS

December 16, 2019 Special Meeting to be held at the School Building Authority
December 17, 2019 NEEDs Quarterly Meeting for Project Selection to be held at the WV Lottery

X.

ADJOURNMENT

There being no further business to come before the Authority and upon a motion by David Perry, with a second by Miller Hall, the Authority voted to adjourn the November 18-19, 2019 Superintendent Interviews Meeting of the School Building Authority of West Virginia.

Minutes Approved December 17, 2019



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