

**MINUTES
SCHOOL BUILDING AUTHORITY OF WEST VIRGINIA**

Held At:

**West Virginia Department of Education
Capitol Building 6, Suite 600
1900 Kanawha Boulevard, East
Charleston, West Virginia**

**December 13, 2021
9:30 A.M.**

I.

CALL TO ORDER

Chairman Brian Abraham called the School Building Authority of West Virginia's (SBA) meeting to order at 9:30 A.M. on Monday, December 13, 2021. The following members were present: Chairman Brian Abraham, Robert Dunlevy, Steve Burton, Victor Gabriel, Vice-Chair, Chris Morris, Secretary, Miller Hall, Clayton Burch, and Kenny Mann. The following SBA staff were present: Executive Director Roach, CFO Jordan Kirk, Sue Chapman, Ben Ashley, Dana Womack, Tommy Young, Joyce VanGilder, Angie Bradley, and Shannon Driver. The following attendees were also present: Matthew Hale and Dave Kirby of Truist Investment Services, Micah Withrow and Jerry Miliken of the WV Department of Education, Superintendent Michael Wells and Facilities Director Jeff Sole of the Pleasants County Board of Education (BOE), Superintendent Joetta Basile of the Monroe County BOE, Ryan Quinn of the Charleston Gazette Mail, Superintendent Scott Cochran of the Webster County BOE, Superintendent Jeff Kelley of the Lincoln County BOE, Vice-President Steve Slockett and Associate Superintendent Anna Cline of the Fayette County BOE, Superintendent Dr. Sara Lewis-Stankus, Director of Curriculum and Maintenance Tim Derico, and Treasurer Jeff Perkins of the Upshur County BOE, Administrative Assistant Amanda Peyton and Facilities Director Will Chapman of the McDowell County BOE, Superintendent Dr. Ryan Saxe, Deputy Superintendent Tim Hardesty, and Treasurer Drew Rottgen of the Cabell County BOE, Ted Shriver and Greg Martin of Williamson Shriver Architects, Superintendent Dr. Tom Williams of the Kanawha County BOE, Superintendent Kathy Hypes, Board President Deanna Whipkey, and Director of Operations Brenda Wells of the Braxton County BOE, Matt McComas of the WV Laborers' District Council, Greg Capel of the WV State Building Trades, and Jeff Flatley of WV Metro News.

II.

APPROVAL OF MINUTES

Upon a Motion by Robert Dunlevy with a second by Miller Hall, the Authority voted to approve the SBA's Quarterly Meeting Minutes from November 1, 2021 and November 2, 2021.

III.

EXECUTIVE DIRECTOR'S REPORT

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

Executive Director Roach advised the Authority that one of the requirements of the P-Card Program is for the Authority to review all purchases made by the SBA staff. The handout provided an itemized list of the SBA's card usage for the period of July 1, 2021 through November 30, 2021.

- B. Active Project Status Updates – (Information) – **ATTACHMENT B**
The SBA Architectural Services Staff provided a status update for each active project that was funded by the School Building Authority. The information in **ATTACHMENT B** provided a detailed update as of December 3, 2021. Ben Ashley discussed the projects with the Authority.

- C. BRIM Update - (Information)
CFO Jordan Kirk provided the Authority with an update regarding insurance savings.

IV. FINANCE REPORT – CFO Jordan Kirk

- A. SBA Budget vs Actual Financial Report - (Information) – **ATTACHMENT C**
CFO Kirk presented the SBA's Profit and Loss Statement for the FY22 period ending December 3, 2021.
- B. SBA Grant Awards Report – (Information) – **ATTACHMENT D**
CFO Kirk presented the Grant Awards Report for all SBA Active Grants.
- C. School Construction Funds Available for Distribution – (Information)
CFO Kirk presented the breakdown of funds available for distribution.

V. CEFP AMENDMENTS – Executive Director Roach

The following amendments to County Comprehensive Educational Facilities Plans (CEFPs) were reviewed and recommended for approval by the SBA Staff:

- A. Harrison County Board of Education CEFP Amendment – (Action) – **ATTACHMENT E**
Harrison County Board of Education requested to amend their 2020-2030 CEFP to add the action of purchasing the former RESA 7 building to temporarily utilize it for United High School students during the renovation of the existing United High School facility. Upon completion of the renovation project, the consolidated Wilsonburg and Adamston Elementary Schools will be relocated into the United High School facility as previously approved in the CEFP. The consolidated elementary school will be named Victory Elementary School instead of Gore Elementary as referenced in the original 2020-2030 CEFP.

The United High School alternative students will be relocated from the RESA 7 building to the Wilsonburg Elementary facility once it is vacant, as indicated in the previously approved 2020-2030 CEFP. The CEFP amendment clarifies that location change in relation to the original closure documents for Wilsonburg and Adamston Elementary Schools. The purchase of the former RESA 7 building allowed the United High School facility to be renovated without being occupied. This action protects students and staff from potential exposure to demolition and construction-related hazards. Additionally, the project's construction timeline is abbreviated by not having to work around occupants.

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

Upon a Motion by Victor Gabriel with a second by Miller Hall, the Authority voted to approve Harrison County Board of Education's CEFP Amendment.

B. Hampshire County Board of Education CEFP Amendment - (Action) - ATTACHMENT F

The Hampshire County Board of Education requested approval for the amendment to their 2020-2030 CEFP that includes the closure of John J. Cornwell Elementary School.

Hampshire County voters passed a School Construction Bond in the June 2020 election that planned to close five elementary schools and build three new consolidated schools. John J. Cornwell was one of the schools earmarked for closure in that approved Bond Election. However, due to an accelerated decrease in enrollment, safety concerns, and required educational needs, John J. Cornwell is proposed for closure before its planned time. Therefore, instead of the previously planned action, these students will be reassigned to either Romney or Slanesville Elementary Schools until the new schools are built. Upon completion of the corresponding construction, the schools will be consolidated as planned in their approved Bond Call and 2020-2030 CEFP.

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

Upon a Motion by Steve Burton with a second by Chris Morris, the Authority voted to approve Hampshire County Board of Education's CEFP amendment.

C. West Virginia Schools for the Deaf and Blind CEFP Amendment - ATTACHMENT G

The WVSDDB requested approval to revise their 2020-2030 CEFP to guide the WVSDDB in a more deliberate approach to becoming efficient in the facility operations of the school. Although the originally approved 2020-2030 CEFP initiated this process, the Special Circumstance Review released on June 24, 2021, highlighted the need for a more efficient facilities plan that better suited the needs of the WVSDDB's population. This amendment will move the WVSDDB forward in its vision of being the center of excellence in the education of deaf, hard of hearing, blind, and low vision students, thereby equipping students to succeed as productive and independent members of society.

The WV Department of Education complied with the SBA CEFP Amendment Process, and as such, Executive Director Roach respectfully recommended approval of this amendment.

Upon a Motion by Steve Burton with a second by Robert Dunlevy, the Authority voted to approve the WV School for the Deaf and Blind's CEFP amendment.

VI.

OLD BUSINESS

SBA Legislative Rules – Series 2 – (Action) – ATTACHMENT H

The final revisions to the SBA Legislative Rules – Series 2 are complete. The proposed rule changes amend the title and function of the Three Percent Grant Fund to align with the recent passage of House Bill 2096. Additional proposed changes clarify and update the financial reimbursement procedures. The thirty (30) day comment period ended on November 1, 2021. No comments were received. As such, no additional changes were incorporated.

Executive Director Roach respectfully recommended that the Authority approve filing the Agency Approved Rule as presented with the Secretary of State's Office. Upon approval, this rule will then be sent to the Legislature for final approval.

Upon a Motion by Victor Gabriel with a second by Robert Dunlevy, the Authority voted to approve filing the Agency Approved Rule as presented with the Secretary of State's Office. Upon approval, this rule will then be sent to the Legislature for final approval.

VII.

NEW BUSINESS

A. Monroe County Board of Education Requests an Extension - (Action) - **ATTACHMENT I**

The Monroe County Board of Education requested an extension to the Peterstown PK-8 Needs Project Grant Agreement through June 30, 2022, due to multiple obstacles which have increased the substantial completion timeline. The biggest obstacle the county continues to face is delivery of the roof insulation. The insulation is manufactured in Texas, and last winter's ice storm shut the plant down for an extended period of time. Although the plant is back up and operating, it is behind on manufacturing and deliveries. The current date of anticipated delivery is January 2022.

Executive Director Roach respectfully recommended that the Authority approve Monroe County Board of Education's request to extend the Peterstown PK-8 Needs Project Grant Agreement through June 30, 2022.

Upon a Motion by Chris Morris with a second by Miller Hall, the Authority voted to approve Monroe County Board of Education's request to extend the Peterstown PK-8 Needs Project Grant Agreement through June 30, 2022.

B. Pendleton County Board of Education Requests an Extension - (Action) - **ATTACHMENT J**

The Pendleton County Board of Education requested an extension until March 13, 2022 for the Needs Project regarding the HVAC/roof replacement projects at Pendleton County High School and North Fork Elementary School. The extension has been requested because DSO Mechanical LLC has not completed all requirements for the project.

Executive Director Roach respectfully recommended that the Authority approve Pendleton County Board of Education's request to extend the Needs Project Grant Agreement through March 13, 2022.

Upon a Motion by Steve Burton with a second by Robert Dunlevy, the Authority voted to approve Pendleton County Board of Education's request to extend the Needs Project Grant Agreement through March 13, 2022.

C. The WV Department of Education and the WV Schools for the Deaf and Blind Request an Extension - (Action) - **ATTACHMENT K**

The WV Department of Education and the WV Schools for the Deaf and Blind requested an extension June 30, 2022 for the campus wide access safety project. The extension has been requested due to multiple issues related to the pandemic.

Executive Director Roach respectfully recommended that the Authority approve the WV Department of Education and the WV Schools for the Deaf and Blind's request to extend the grant award until June 30, 2022.

Upon a Motion by Victor Gabriel with a second by Miller Hall, the Authority voted to approve the WV Department of Education and the WV Schools for the Deaf and Blind's request to extend the grant award until June 30, 2022.

VIII. SELECTION OF PROJECTS

Ben Ashley reviewed and discussed with the Authority the SBA Staff's project selections rankings and recommendations regarding each of the projects submitted for FY22 NEEDs funding consideration. Mr. Ashley answered questions from the Authority members.

Based on the availability of funding, Executive Director Roach respectfully recommended the Authority approve funding the projects listed in the Handout.

Upon a Motion by Victor Gabriel with a second by Miller Hall, the Authority voted to approve funding the following recommended counties:

County	Project Description	Project Cost	Local Funds	Funds Awarded
Cabell	New Meadows Elementary School	\$16,999,000	\$6,999,000	\$10,000,000
Kanawha	Renovations to Cedar Grove Elementary School	\$11,788,285	\$3,288,285	\$8,500,000
Lincoln	New Duval Area PK-8 School	\$27,746,460	\$3,000,000	\$14,746,460 ¹
McDowell	New Consolidated Elementary School (Fall River, Kimball, Welch)	\$18,665,600	\$3,665,600	\$7,500,000 ²
Taylor	Roof Replacement at Grafton High School	\$1,183,212	\$363,012	\$820,200
Totals		\$76,382,557	\$17,315,897	\$41,566,660

Notes:

- 1. Indicates an additional SBA commitment of \$10,000,000 in the FY-2023 Funding Cycle.
- 2. Indicates an additional SBA commitment of \$7,500,000 in the FY-2023 Funding Cycle.

IX. FUTURE MEETINGS

Chairman Brian Abraham advised the Authority of the future suggested meeting dates below:

- March 28, 2022
- June 27, 2022
- September 26, 2022
- November 14 & 15, 2022
- December 12, 2022
- Locations to be determined

X.

CLOSING REMARKS

Executive Director Roach announced that Ben Ashley, Director of Architectural Services, is resigning at the end of December, 2021.

XI.

ADJOURNMENT

Upon a motion by Steve Burton with a second by Miller Hall, the Authority voted to adjourn the December 13, 2021 meeting of the School Building Authority of West Virginia.

Minutes Approved February 24, 2022



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