



MINUTES
Joint Operating Committee Regular Meeting
Tuesday, April 1, 2025

1. Call to order

The meeting was called to order by President Giglione at 7:44pm at Mon Valley School.

1.1. Roll Call

Brentwood	Mr. David Schaap
Clairton	Mr. Roger Tachoir
Duquesne	Mrs. Calvina Harris – ABSENT
Duquesne	Mr. Burton Comensky
Elizabeth Forward	Mr. Travis Stoffer - ABSENT
South Allegheny	Mrs. Lauren DiBeneditto Huey
South Park	Mr. Wayne Perry
Steel Valley	Mrs. Cara Karstetter
West Jefferson Hills	Mrs. Suzanne Downer
West Mifflin Area	Mr. Mark Donahoe
Baldwin-Whitehall	Mr. Pete Giglione

The President declared a quorum.

Others Present:

Dr. Randal Lutz, Superintendent of Record
Jocelyn Kramer, Weiss Burkardt Kramer
Dr. Richard Dowell, Mon Valley School Principal
David Matzie, Facilities Manager, Sp. Ed. AIU3
Gail Hoppe, Bethel Park SD

Steel Center Staff:

Kevin Rice, Executive Director
Chris Hamilton, Business Manager
Patrice Allison, Asst. Business Manager
Kaitlyn Youngstead, Assistant Principal
Tom Bernick, Supervisor of Building & Grounds
Tricia Cousino, Board Secretary
Jay Cherep, Technology Specialist

2. Board Member Comments & Visitor Comments on Agenda Items

The agenda was posted on the Steel Center website by 6:00 PM on March 31, 2025. The meeting is open to the public to attend in-person.

3. President Remarks

An executive session was held prior to tonight's meeting for purposes of discussing legal matters.

4. Minutes

4.1. A motion was made by Mrs. Karstetter, seconded by Mr. Schaap, and carried by an aye vote to approve the minutes from March 4, 2025.

5. Financial ACTION ITEMS

A motion was made by Mr. Schaap, seconded by Mrs. Karstetter, carried by a roll call vote of 9-0 to approve Finance items 5.1 to 5.2.2 as presented.

5.1. Treasurer's Report ending February 28, 2025

5.2. Bills to be Approved

5.2.1 SEASS Administrative Fund Check Register – Payments March 2025

5.2.2 SEASS Administrative Fund Checks to Approve – Future Payments

6. Principal's Report

Mon Valley's graduation will be on June 2, 2025, at 7:00pm. Dr. Dowell will be mailing formal invitations to board members.

7. Facilities ACTION ITEMS

A motion was made by Mr. Perry, seconded by Mrs. DiBeneditto, carried by a roll call vote of 9-0 to approve Facilities items 7.1 to 7.3 as presented.

7.1. Ratified the repairs to the boiler pipes by **A-Tech Refrigeration & Mechanical Services** in the amount of **\$11,489.84**.

7.2. Ratified the repair of the storm drain basin by **Murn, Inc.** in the amount of **\$8,200**.

7.3. Approved the replacement of disposal and alternator switch by **Hobart Service** at an approximate amount of **\$5,151.64**.

8. **Allegheny Intermediate Unit Report – NONE**
9. **Superintendent of Record Report – NONE**
10. **Solicitor’s Report – NONE**
11. **Information Items – NONE**
12. **Other Business – Joint Operating Committee Business – NONE**

13. Visitor Comments

Mr. Matzie informed the board that the building’s automated system is obsolete, and he is in the process of getting proposals from various sources. A follow-up discussion regarding this matter took place.

14. Adjournment

There being no further business, a motion was made by Mr. Schaap, seconded by Mr. Perry, carried by an aye vote to adjourn the meeting at 7:57pm.

NEXT MEETING: Tuesday, May 6, 2025 at Mon Valley School – Media Center

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary