

**LAMPETER-STRASBURG SCHOOL DISTRICT**  
**SAFETY COMMITTEE MEETING**  
Lampeter, Pennsylvania 17537

**Safety Committee Meeting Minutes**

December 18, 2019  
Administration Building

Meeting called to order at 3:03 pm

**Safety Committee Members Present–**

Glenn Davis, Adrian Baker, Karren Kurtz, Michele Westphal, Tim Wilson, Elizabeth Henry, Kathy Boyce

**Minutes Approval:** Motion to approve November meeting minutes

Motion to approve: Adrian Baker

Second to approve: Tim Wilson

Vote – Unanimous

**Review of the Workmen’s Compensation Claims**

- a. There were no new workmen’s compensation claims since the November meeting.

**Review monthly building inspections**

- a. High School –
  - 1. Six more fire strobes not working.
  - 2. Hand rail is broken in one of the parking lot stairways.
  - 3. The crack in the library skylight has worsened and the library has been closed.
  - 4. The leak in the emergency generator is being fixed on 12/20/19.
  - 5. The spring in the middle of the parking lot is causing concern with the cold weather. When the area floods, there is a patch of ice.
  - 6. Discussed the possibility of covering the emergency buttons in the shop to prevent them from accidently being pushed.
  - 7. There is a leak in the kitchen steamer caused by work done by Clark. This is a potentially dangerous situation if the hose bursts.
- b. Administration building –
  - 1. No report.
- c. Martin Meylin –
  - 1. No report.
- d. Strasburg Elementary –
  - 1. There are a few stained ceiling tiles.
  - 2. The Y splitter at the custodial slop sink leaks and will be replaced.
- e. Lampeter Elementary –
  - 1. A ceiling tile in the copier room has been moved, but this is for heating purposes.
  - 2. There are no protective valve caps on gas cylinders, but the cylinders are kept in a locked cabinet.

f. Hans Herr –

1. The gymnasium ceiling is leaking.
2. The key access system at the cafeteria entrance door is not working properly.

g. Maintenance building –

1. No issues this month.

h. Grounds –

1. Leaves have been cleaned up around the campus.
2. The storm drain inlets have been cleaned for the winter.
3. Hutchinson has replaced the broken sewer pipe from the Maintenance and Administration buildings to Hans Herr Elementary.

i. Field houses –

1. No issues this month. Closed for the winter.

**Items from the committee**

1. No other issues.

**Next Meeting – January 15, 2020 at 3:00 pm in the Admin Board room**

**Meeting adjourned – 3:17 pm**