

Lehigh Area School District
Lehigh, Pennsylvania
Building and Grounds Committee Meeting
Tuesday January 12, 2016 at 6pm

Minutes

Present

☐ Byron Arner	Present
☐ Richard Beltz	Present
☐ Steve Holland	Present
☐ Gloria Bowman	Present
☐ Joseph Hauser	Present
☐ Brian Feick	Present
☐ Tina Holmes	Present
☐ Jonathan Cleaver	Present

Recording Secretary – Rebecca Mastroddi Present

Pledge of Allegiance- Recited

Old Business:

- Mr. Arner asked if there was any truth in IU#21 being interested in renting Franklin Elementary. Mr. Cleaver stated that yes the IU is interested in renting Franklin at a proposed amount of \$90,000 a year with the turn-key provision that all repairs and upgrades will be their responsibility. They feel this particular school would be the most beneficial so it could serve all of Carbon County.
- Mr. Arner asked if they felt the approximately \$2.02per square foot is a fair offer.
- Mr. Feick stated that was just a proposed number and if the Board goes forward with the Elementary Center all of the numbers would need to be reviewed but until there is a decision on the center, it is just one option which would generate income for the school district.

- Mr. Hauser discussed the Tremco roof service agreement for all four elementary buildings which was just renewed with board approval in the fall of 2015.

Food Service:

- Mr. Hauser stated that he has nothing to report on for Food Service but wanted to up-date the committee on the Shull-David Elementary School repairs made to the freezers. They have an icing issue and are actually the old freezers from the Lobster Shanty. A local vendor comes to service the freezers (replace the gaskets etc.) and has kept them running for the district since they were received.

High School: Discussion of demolition/removal of hallway grid ceilings started December 28, 2015 and completed December 31, 2015.

Borough Inspector was on site and there were no safety concerns.

Discussion of fire panel preventive maintenance.

- Mr. Hauser stated that demolition was completed of the class room corridor ceilings as well as the common area outside of the library.
- Mr. Hauser stated that McClure in their design process changed the duct work to accommodate a more efficient design which cut costs of structural steel.
- Quandel as well as McClure feel that any additional design fees and credits for materials will be a wash due to the design change.
- Mr. Hauser also stated that the HS had several video cameras damaged. Quandel has the video and will be handling the situation with the contactor.
- Mr. Holland stated that when he entered the high school for an athletic event, he noticed right away how much debris was left and it appeared that no cleaning had been done related to the ceiling removal.
- Mr. Cleaver and Mr. Hauser reassured the committee members that the contractors have also been addressed and Mr. Hauser stated this is will not happen again as it will be monitored even closer now.
- Mr. Hauser stated that there was an issue over the holiday break with the fire alarm going off, the vendor Simplex Grinnell came, serviced it, 3 hours later it went off again. After a thorough investigation it was discovered that due to the

age of the system (23 yrs. old) circuits are starting to falter. The system was placed back online and the only remaining issue is that 911 must be called if an emergency should occur.

Middle School: Asbestos Abatement project update.

Discussion of demolition/removal of hallway grid ceilings started December 28, 2015 and completed December 31, 2015.

Auditorium temporary classrooms have been framed and dry walled, electrical and HVAC rough-ins are in process.

Water Testing from water main break discussion.

Discussion of occupancy of temporary classroom areas. (Auditorium/stage)

Code Issues that needed to be addressed.

- Mr. Hauser stated the Code Official will be doing a walk thru at the MS auditorium area, as soon as they grant approval; the class rooms affected by phase two demolition will be able to occupy the six temporary auditorium class rooms .
- Mr. Hauser also stated the library will be moving to the stage area. Ms. Bowman asked about the preservation of the curtains. Mr. Cleaver stated they will be professionally dry cleaned and rehung when the renovations are completed.
- Mr. Feick brought up the concern about blocking off the metal ladders that extend to platform areas adjacent to the stage.
- Mr. Hauser explained that they will be covering the bottom of the ladder with some type of barrier so the students have no access but the contractor can remove this barrier and utilize ladders as needed.
- Mr. Hauser stated that the water main break water testing has been completed and the report came back clear. Mr. Feick stated with the savings this summer on heating costs the water main break should not affect the building and grounds budget to much due to the savings.

East Penn: Nothing to report

Mahoning: Nothing to report

Shull David: Schedule Tour Date

- Tour date scheduled for Thursday 1:00 p.m.
- Ms. Bowman suggested the board be invited to see the progress at the Middle School project. Mrs. Wagner sent out an invitation to all board members Wednesday January 13.

Franklin: Discussion about Franklin Roof/Tremco and Window Operation.

Discussion about Franklin Room 124 Threshold Repair/Schooldude.

- Mr. Hauser stated Tremco had been at Franklin for several hours and found a few spots of water that had been ponding. Tremco fixed the issues found on the roof and will be monitoring the effectiveness of the repair.
- Ms. Bowman also stated that the windows are from the 90's and are the heavy windows. Ms. Bowman stated that this has been an ongoing problem; the windows are very hard to open if they are able to be opened at all.
- Mr. Hauser, Mr. Cleaver and Ms. Bowman discussed the security issue with having open windows as well.
- Mr. Hauser stated that Room 124 had one work order placed on 1/22/2015 and had been completed. The threshold trip hazard has been repaired and at the time of the repaired in January 2015 it was an appropriate fix due to carpet placement.

Athletic Fields:

- Mr. Hauser stated we are moving closer to completion of the Stadium. Motola Paving has recommended that the parking lot areas go through the freeze and thaw process before paving.
- Mr. Hauser stated they are finishing up the fencing. Mr. Cleaver stated, some of the security fencing will stay in place until everything is complete to assure that the public will stay off particular areas.
- Mr. Hauser stated Mr. Spotts, himself and the engineer will be doing a walk thru with the punch list to make sure all items have been addressed. Mr. Arner asked to be informed of this meeting when it is scheduled.

- Mr. Hauser stated it will be at least a month before all the finishing touches are complete. He stated he will inform the committee when the punch list walk through takes place.
- Mr. Cleaver stated the turf warranty has arrived. Mr. Feick added the only thing that would void this warranty basically is fireworks. This is strongly discouraged in any area but cannot happen in the stadium or it will void the warranty and any future issues that may arise would be the districts responsibility to repair.
- Mr. Cleaver added that Mr. Spotts has successfully acquired 8 sponsors for the stadium scoreboard.
- Mr. Cleaver stated that the Leaf program is selling pavers and there goal is to raise \$100,000.
- Mr. Holland asked about the railing and the fencing at the stadium. Mr. Feick stated that the fencing will be wrapped around the bleachers and may be use for housing district vehicles to keep them out of the elements and secure. There will be an access gate to place them and remove them as needed. This will be looked into more as the time approaches. Mr. Holland requested thought be given to having “Home of the Indians” or some type of wording be placed so the community can see it and as visitors arrive or pass by they see the pride of the community. He also noted that some stadiums have lighting under the bleachers.

Administration:

- Mr. Hauser asked the committee to think about updating the HVAC software for the entire district. To have the system placed in all the district buildings giving district wide control/access. The current system is out dated and is at the point where repairs are limited.

Equipment:

No new information to report.

New Business: Approval for Mr. Rehnert and Mr. Weaver to attend Turf & Ornamentals School Conference on January 25, 2016 in Grantville, PA. Cost for registration is \$80.00 per person which is needed for their Pesticide Certification. Discussion of re-placing middle school classroom furniture. Discussion of HT Lyons Agreement/Preventative Maintenance. Discussion on Schooldude work order process. Discussion of upgrading playground fenced areas.

- Mr. Hauser requested the committee's approval to register two employees for two to three upcoming conferences this year. One is a conference to license for the proper upkeep of the athletic fields and grass areas which require the use of special chemicals/pesticides. The committee agreed
- The question was presented has it been looked into for placing a requirement in the job descriptions that a pesticide applicators license must be obtained with in the first year of hiring. This was a topic that will be discussed in the future as needed.
- Mr. Feick stated that a group of Teachers, Principals and staff had been gathered to review the needs for the renovated class rooms.
- Mr. Feick and Mr. Hauser provided the committee with the class room furniture quotes received. The committee asked for furniture vendors to provide samples. Allowing the board members to see the actual furniture requested. Mr. Feick stated the Business Office would set that up with the vendor.
- Mr. Feick also stated that the existing classrooms were not included in the quotes and that Building and Grounds will need to start looking into the replacement of the current furniture. Mr. Beltz asked how the district would handle replacing the current furniture. Mr. Feick and Mr. Cleaver stated an auction could be held.
- Mr. Hauser provided service/preventive maintenance reports from HT Lyons, School dude work order process and the regularly scheduled jobs for a day.
- Mr. Hauser also stated he welcomes any Board Member that has interest to come and meet with him at their convenience. They are welcome to see the program how it works and the information provided.
- Mr. Beltz asked for Mr. Hauser to meet with the Principals and find out what their request is for outside playground fencing and a price per linear ft. Mr. Beltz

asked that this information along with an estimated cost or bid specs be brought to the next building and grounds meeting.

- Mr. Hauser discussed Mrs. Howland's emailed list of needs for the district.
- Mr. Hauser stated that he will email the committee with his list of needed items.
- Mr. Holland asked Mr. Hauser where the lighting installation on the garage bays stands, is it completed? Mr. Hauser stated it has been started but due to unforeseen issues of an employee assigned the work being out on FMLA.
- Mr. Hauser addressed another question Mr. Holland asked, about signs that have been laying down at the entry ways of the HS campus. Mr. Hauser stated that they were zoning variance signs that were is still on the property.
- Mr. Holland requested more attention be placed on Mahoning street property line. In his option that looks to be the new dumping ground and would like the building and grounds employees to keep an eye out for the garbage to keep the property looking good.
- Mr. Holland asked why the repairs on #2 van is not being handled by the dealership in Lehigh. Mr. Hauser and Mr. Yenser stated the garage located in Lehigh no longer services the GMC vehicles so it had to be sent to that specific garage.
- Mr. Holland asked if the vans had been moved due to the vandalism occurring. Mr. Feick, Mr. Cleaver and Mr. Hauser all stated it is in the hands of the borough police and they have asked that the vans be placed by the camera view.
- Mr. Feick stated he addressed it with Mr. Spotts and Mr. Reichl. They will be placed in the student parking lot and once the stadium is complete they will be moved and secured.

Meeting Adjourned at 7:15 p.m.

Anticipated Capital Budget Items 2015-2016:

Please note that the Building and Grounds meeting for March will now be held Monday March 7th at 6:00 p.m. and the Finance meeting will immediately follow at 7:00 p.m.

Next meeting to be scheduled: Tuesday February 9, 2016 @ 6:00pm.

JWH/rem