

Lehigh Area School District
Lehigh, Pennsylvania
Building and Grounds Committee Meeting

Tuesday, April 10, 2018 at 8:00am

Minutes

Present

☐ Steve Holland	Present
☐ Joy Beers	Present
☐ Wayne Wentz	Present
☐ Joseph Hauser	Present
☐ Kyle Spotts	Present
☐ Tina Champ	Present
☐ Jonathan Cleaver	Absent

Recording Secretary – Melissa Hunsicker - Present

Pledge of Allegiance - recited

Public Comment on Agenda

Old Business: Stadium Afterhours Access Gate- Mr. Hauser updated the Committee on the Afterhours Access Gate. The project is 95% completed. Mr. Spotts explained to the Committee what prompted the afterhours gate to be installed, which because of damaged equipment. The committee recommended for the public to continue to use the track and field this be put in place. The gate will be programmed to automatically open and lock everyday including weekends.

Middle School Press Box – The committee discussed several possibilities of re-placing the old press box. Mr. Hauser informed committee members that the press box that was previously voted on by the Board was much more expensive then the Board wanted to spend. Mr. Hauser suggested the ideal thing was to have our Maintenance Staff build a press box. Miss Beers suggested she would help with creating a drawing and ask the Community to get involved with building. The Committee discussed a mobile or stationary press box. The Committee all agreed to move forward with plans for a new press box and Miss Beers agreed to help with the plans.

High School: Annual Refinishing of the Gym Floor- The committee discussed each proposal (three) provided by Mr. Spotts. Mr. Hauser informed the Committee this may be the best option with both Building Supervisors retiring and Maintenance Staff taking vacation when this would be completed. Miss Beers recommended checking with two other Companies in the area that she knows from the Jim Thorpe and the Beltzville Area. Mr. Spotts will contact these two companies once contact information is provided by Miss Beers and proposals will be compared to existing proposals. The committee agreed to move forward with this so we can have the floors completed this summer.

Discussion of Automated Logic's Proposal for a Service Agreement- The Committee discussed the proposal from Automated Logic for the Middle School and the High School HVAC and will also be in the Elementary Center. This Company is the one who implemented all three systems. Copies were given to Miss Beers to review proposals. Mr. Hauser recommends moving forward with the proposal.

Middle School: Annual Refinishing of the Gym Floors – Discussed under High School Annual Refinishing of the Gym Floor. Discussion of Automated Logic's Proposal for a Service Agreement – Discussed under High School

Athletic Field: Synthetic Turf Reconditioning – Mr. Spotts discussed how expensive a new groomer with a magnet would be very expensive to purchase by the district. Mr. Spotts recommended having a contractor come in every other year. Two proposals were gone over by the Committee which included G-max testing and the turf being sanitized. The committee all agreed to move forward with a service with next year's budget. The committee also would like Mr. Spotts to schedule so this can be completed before fall. The committee agrees this could save the lifetime of the field.

Discussion of Tennis Courts-The Committee discussed the 3 RFP proposals. Carbon Engineering was the lowest from the Summit Hill Area. The Committee discussed the many reasons for needing our own Tennis Courts. The Committee all agreed that travel expenses and rental fees will add up. The Tennis Team is currently practicing at Palmerton School District at no charge this year but this will change for next season. Miss Beers recommended getting all the numbers together before presenting to the Board. Mr. Holland would like to see pricing for four courts as well as five. The Committee would like to see this completed this summer and would like to move ahead with approving the RFP proposal from Carbon Engineering Inc.

Equipment: Discussion of Quotes for a Ventrac Equipment Package (tractor, drop spreader, snow blower etc.)- The Committee reviewed all three Quotes for the Equipment package. Mr. Hauser informed the committee members this is needed Equipment. This will help staff with mowing of the banks in the District which has always been a safety issue. Miss Beers recommends moving forward but feels the cost is questionable. With the savings of our Lawn Care Service after this year should help cover the costs.

New Business: Safety Sleeves for Classroom Doors – The committee discussed the Safety Sleeves and also saw an example how they would work. The Committee agreed this would not be the best way to keep the doors from anyone entering. Mr. Spotts discussed the magnets that are used at the High School and how that seems to be the best solution. This will be discussed further at next month's Meeting.

Building Inventory at Elementary Buildings- Mr. Hauser informed the Committee that Building inventory is being completed and lists have been made of all the Equipment from each Elementary Building that will be moved to the New Elementary Center.

The Committee discussed several Contracts that will be up this year, Waste Management, Cintas. Mr. Hauser discussed the many issues the Maintenance has with the Current Uniform Supplier. Mrs. Champ informed the Committee of the Accounting issues the District has over the past few years with Cintas. Miss Beers has agreed to help write the RFP. The Committee agreed to get Board approval to move forward with the RFP's.

Mr. Holland questioned the status of Shed for the Band Equipment that was damaged last year by the wind. Mr. Hauser will discuss with Mr. Buffington for further details.

Mr. Holland would like spring cleaning around the District to start by picking up branches etc. around the Buildings and grounds.

Anticipated Capital Budget Items 2017-2018:

Next meeting to be scheduled: Tuesday, May 10, 2018 @ 8:00am.

JWH/mah