

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

Tuesday, August 13, 2019 at 8:00am

Minutes

Present

☐ Steve Holland	Present
☐ Joy Beers	Present
☐ Wayne Wentz	Present
☐ Kyle Spotts	Present
☐ Tina Champ	Present
☐ Patricia Denicola	Absent
☐ Jonathan Cleaver	Absent

Recording Secretary – Melissa Hunsicker-Present

Pledge of Allegiance-recited

Public Comment on Agenda-N/A

Old Business: Update on sale of the Elementary Building-Mr. Spotts informed the committee that Shull David has been turned over to Mr. Bennett. Everything has been transferred into Mr. Bennett's name as far as the Borough bills, and gas. Mr. Spotts informed the Committee no official bids have been offered to the District for the Sale off Franklin Elementary. Several organizations have looked at the Building but nothing official has been offered so far.

Janitorial Supply Bids- Purchase Orders have been placed for all Janitorial supplies for the year. Because the bids went out late the District is waiting for supplies to start coming in. WB Mason was contacted to speed up the delivery of floor wax and toilet paper.

Punch List-The committee reviewed punch list items for the Elementary Center. Several items on the list still need to be completed and are being worked on.

Tennis court Update-Mr. Spotts received two phones calls about the purchase of the tennis courts in Mahoning Valley. The school district may be able to rent the tennis courts like we did in the past. Mr. Spotts will update the committee with any new information as it becomes available.

Old Stadium Well Pump-Duane Moyer Well Drilling was on site to repair the well pump. After inspection of the well pump, Mr. Moyer informed Mr. Spotts that only the switch needed to be replaced which saved money for the District.

High School: Summer Cleaning is almost completed. All floors classrooms hallways, and stair wells have been waxed.

Kitchen Steam Drain Pipe- has been repaired by H.T. Lyons.

Parking lot striping has been completed which was on the summer work list.

Debris pile by softball field has been cleared as Mr. Holland request.

Cutting down trees for Security Purposes-Trees have been removed that were blocking the security cameras as per our police officers request.

Additional parking area by Cafeteria- additional parking has been added at the High School by the Auditorium.

Auditorium- There is occasional water penetrating the Auditorium wall. Mr. Spotts explained to the committee that the leaking only occurs when it seems to be a soaking rain. The problem could possibly be from another pipe being tied into an existing drain that was completed at a previous renovation. Mr. Spotts will be contacting an excavation company in the near future to look at all options to repair the leak.

Middle School: Summer Cleaning- all classroom, hallways, and stairs are just about completed.

Mr. Spotts updated the committee on one of the several projects completed this summer. Class Room A1 Cat 5 line and overhead projector, and new electric with VGA cable etc.

Elementary Center: Summer Cleaning is almost completed. More wax has been ordered to complete waxing of the ramps and foyer. All classrooms have been cleaned and waxed.

Gym Floor- Mr. Spotts met with Quandel about the concerns that Mr. Holland discussed at a previous meeting. Quandel will be contacting Lobar about the concerns and how to move forward with the two areas of concern.

Painting/priming hand rails- hand rails have been primed and re-painted at the Elementary Center.

Parking lot striping has been completed according to blue prints. Playground areas have been over seeded; some areas have grown in but some areas need additional seed. This will be completed after Labor Day.

Athletic Fields/Grounds: Mound clinic update- Mr. Spotts updated the committee about this clinic. There were at least 40 attendees at the clinic from Delaware Valley, Pocono Mountain, Danville etc. Breakfast and lunch was provided by the vendor. Mr. Spotts informed the committee that this was a great clinic for everyone that attended and our baseball mound has been re-done.

Preparing fields for fall sports season- Fall practices started Monday, August 12, 2019. The fields were ready for fall practice. Mr. Spotts has sent an email to inform his staff that with the return of the teachers next week and the students the following that all grass should be cut and trimmed for the start of school.

New Business: Summer project list- The committee reviewed a list from Buildings and the grounds of summer projects that were completed and some will be completed over fall.

Ms. Beers asked if the District was cutting down trees by gypsy hill. Mr. Spotts explained the only trees that were cut down were approved by the committee. The trees that Ms. Beers were questioning are not the Districts property.

Mr. Holland had many concerns for the committee discussed:

1. He reported that the district was out of wax which was inaccurate. The District is not out of wax but we are very low. Additional wax will be delivered on 8/15/19.
2. Overhead parking lot lights are remaining on going into the Stadium and other parking lots- Mr. Spotts will look into renting the lift truck to look into the issue
3. Signs around the district - Hawk Signs will be contacted (no sign identifying the EC).
4. Tools for the Elementary Center maintenance staff were discussed.
5. Weeds sprayed at Elementary Center but not pulled- Mr. Spotts will have staff pull weeds.
6. Green weeds on Mahoning Street (by Doctor's office) have not been sprayed. -Mr. Spotts will have weeds taken care of.

Next meeting to be scheduled: Tuesday, September 10, 2019 @8:00am.
KLS/mah