

Lehigh Area School District
1000 Union Street
Lehigh, PA 18235

Tuesday, November 9, 2021
BUILDINGS & GROUNDS COMMITTEE MEETING - Minutes

Lehigh Area School District
1000 Union Street
Lehigh, PA 18235
9:00 AM

1. Opening Exercises

Subject A. Call to Order

Subject B. Roll Call

Meeting Nov 9, 2021 - BUILDINGS & GROUNDS COMMITTEE MEETING - Minutes

PR/AB

Ms. Joy Beers - AB
Mr. Stephen Holland - PR
Ms. Barbara Bowes - PR

Also Present:

Mr. Jonathan Cleaver - AB, Mr. Kyle Spotts- PR, Mr. Edward Rarick - AB

Mrs. Melissa Hunsicker - Recording Secretary - PR

2. Buildings & Grounds Review

Subject B. Old Business

Type Discussion, Information

1. Budget Update - The committee reviewed the budget. Mr. Spotts explained to the committee that most supplies for the year have been purchased. Spending on supplies for the remainder of the year will be minimal.
2. Middle School Transformer Update - The transformer has been installed and is operating. The water will not be turned on until spring as discussed by the committee at last month's meeting.
3. Administration Roof Update - The Administration Roof is 60 - 70% completed and should be completed by the end of the week.
4. High School Excavation - The excavation has been completed by Motolas. The moisture barrier pulled away from the building, The barrier was replaced and no water issues so far since the replacement. Mr. Spotts will continue to monitor the areas.
5. Water run-off on Baseball Field - Borough was contacted and is keeping an eye on the situation. Mr. Spotts will keep the committee informed as necessary.

6. Sidewalk area by Metal Shop - The committee discussed the approximate cost of the sidewalks. The sidewalks will cost around \$1800 for the Districts Maintenance staff to complete. The committee agreed to wait till spring to complete the project.

7. Cleaning Personnel - Mr. Spotts discussed the shortage of cleaners. The new Custodian hired only worked for three days before resigning due to medical issues. The Custodian and part-times cleaner positions are still posted. The committee also discussed the time it takes to clean a classroom. Mr. Spottss explained to the committee that a kindergarten classroom may take a bit longer then cleaning a fifth grade classroom.

File Attachments

[B&G Budget Update.pdf \(13 KB\)](#)

Subject C. High School - no concerns - Automated Logic has been on site for preventative maintenance.

Subject D. Middle School - no concerns - Automated Logic has been on site for preventative maintenance.

Subject E. Elementary Center - no concerns - Automated Logic has been on site for preventative maintenance.

Subject F. Athletic Fields/Grounds -

1. Baseball and softball maintenance - Mr. Spotts informed the committee about the work being completed on the baseball and softball fields.

Subject G. Equipment - Weed Wacker being sent for repair to Hillside. Mr. Spotts informed the committee that he is looking into the budget to replace tires on one of the Maintenance Trucks for plowing for winter.

Subject H. New Business

1. Review sidewalk proposals for Administration, Mahoning Street, and Beaver Run Road - The committee reviewed the three proposals. Committee members agreed to get additional proposals for the concrete work. Discussion by the committee at possibly going out to bid. Mr. Spotts will reach out to additional contractors for the committee before making any decisions.

File Attachments

[LSD - Admin Bldg.pdf \(226 KB\)](#)

[LSD - Mahoning St.pdf \(220 KB\)](#)

[LSD - Beaver Run Rd.pdf \(220 KB\)](#)

Ms. Bowes asked at future meetings if the Chair of the committee would run the meeting.

Ms. Bowes also discussed the occupancy permit for the Elementary Center. She would like to see the issue resolved and completed.

Ms. Bowes also stated she was glad the old stadium can be used again. Ms. Bowes also questioned if the Crane was paid for by the District that was needed to install the new transformer. Mr. Spotts explained to the committee that the Crane was included in the cost given to us by the Borough.

Mr. Holland asked if all the items he requested to be completed at last month's meeting had been done.

Mr. Hollands suggestions/concerns:

1. Weeds on rock pile
2. Run off at the Elementary Center
3. Middle School walking into the Building needs trimming.
4. Quotes with (all) concrete work needed
5. Possibly do one area of concrete at a time due to cost

Meeting was adjourned at 9:41 on a Motion by Mr. Holland and a second by Ms. Bowes