

1/7/22, 7:26 AM BoardDocs® LT

Tuesday, January 11, 2022
BUILDINGS & GROUNDS COMMITTEE MEETING - Minutes

Lehigh Area School District
1000 Union Street
Lehigh, PA 18235
6:00 PM

Subject A. Call to Order at 6:03 pm

Opening Exercises - pledge recited

Subject B. Roll Call

PR/AB

PR	Walter Zlomsowitch
AB	Richard Beltz
PR	Nathan Foeller

Also Present:

Mr. Kyle Spotts- Present, Mr. Edward Rarick-Present, Mr. John Corby- Present by phone

Mrs. Melissa Hunsicker - Recording Secretary - Present

Old Business:

Type Discussion, Information

1. Committee Chair running Meeting - Mr. Spotts discussed with the committee the chair of the committee running the meeting that was previously discussed by Miss Bowes at a previous meeting. The Board may be implementing a new process for meetings starting February. The Board may agree to move to a workshop format moving forward.
2. Budget Update - Mr. Spotts reviewed the budget up to date. Main supplies and expenses have been purchased for the year. Mr. Spotts and Mr. Rarick met last week about the 2022-2023 Budget.
3. Water run-off on Baseball Field - Mr. Spotts and Mr. Rarick met with the Borough concerning the run-off in left field that washes away the baseball warning track. Mr. Spotts will contact the Borough in the upcoming weeks to follow-up.
4. Sidewalk area by Metal Shop - new sidewalks for deliveries will be replaced in the spring by district Utility Custodians for approximately \$1,700.00.
5. Cleaning Personnel - The committee discussed the shortage of cleaning/custodial staff. Full-time Custodian position is currently posted for the Elementary Center for the third time and multiple cleaning positions are posted as well. The committee discussed possibly increasing the starting rate for part-time cleaners after approval from the union support association since the cleaners rate falls under support contract. The committee also discussed the difficulties of getting custodial staff to work over-time for events.
6. Sidewalk Proposals - The committee discussed replacing the sidewalks by the middle school since an insurance claim was filed last spring from the unlevel sidewalks. This will remain on old business until completed in the spring.

File Attachments

[Building and Grounds Budget Jan. Update.pdf \(183 KB\)](#)

High School

1. Supply Fan VFD replacement on the ERU by H.T. Lyons - Mr. Spotts informed the committee about the replacement of the VFD fan back in October by H.T. Lyons.

Middle School

1. Water Heater Pipe Nipples repair by H.T. Lyons - Purchase order has been placed to H. T Lyons for the repair of the corroded nipples.

Subject E. Elementary Center

1. Valve Update - H.T Lyons was on-site before Christmas break. No safety concerns with the system and the system is running with the cold weather. Quandel has been contacted and will be onsite next week to go over the HVAC systems. The District hasn't paid for the valve to this date and punch lists were reviewed and the valves were not on the punch list to be completed. No money will be released until a full investigation is completed.

Subject F. Athletic Fields/Grounds

Nothing to report at this time.

Subject G. Equipment

1. Admin Loading Dock Heater repair - The control board failed in the heater and will be replaced by H.T. Lyons
2. Cutting Edge Blades for plows - New blades for the plows have been purchased at West End Equipment.

Subject H. New Business

1. District Vehicles - The committee discussed the age of the district vehicles. The main concern is the vehicles we use to plow the District during snow events. Mr. Spotts will work on a list to present to the committee and Board members. The committee also discussed the police vehicle that was donated from the Lehighton Police Department. Mr. Rarick feels spending money on insurance and maintaining the vehicle is not profitable. The committee members agreed that surplus the vehicle may be in the Districts best interest.
2. Large Projects - Mr. Spotts undiscussed some of the larger projects that need to be completed in the district. Repaving Union Street and Indian Lane, Middle School lower lot are some of the main projects that could possibly be completed with next year's budget. Mr. Spotts also informed the committee about the heater fire that occurred in the second week of December. Insurance claim has been filed with estimated damage of \$20,000 and the Districts deductible is approximately \$3000.00. Mr. Zlomsowitch discussed doing Building and Grounds tours through the Buildings with committee members. He felt that it would be beneficial to the committee to help with identifying issues in the Buildings. The Administration Roof has been replaced. New Fieldhouse has been winterized for the winter.

Mr. Spotts updated Mr. Zlomsowitch on some of the old business previously discussed since Walter was late for the meeting due to mix up on start time.

The next Buildings & Grounds Committee Meeting will be held on Tuesday, February 8, 2022 at 6:00 P.M.

Subject C. Adjournment

MOTION by Mr. Zlomsowitch adjourned the Meeting at 7:02 pm.

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