

**Northwestern Lehigh School District
6493 Rte. 309, New Tripoli PA 18066
BOARD OPERATIONS COMMITTEE MEETING
District Board Room
Monday, September 8, 2014, 7:00 PM**



MINUTES

1. Agenda

1.01 Call to Order

The meeting was called to order at 7:00 PM by G. Sanders.

1.02 Roll Call

PR/AB

PR	Willard Dellicker	PR	Greg Sanders
PR	Joseph Reiter	AB**	LeRoy Sorensen

** arrived late

Other Board members present: Phil Toll, Paul Fisher, Darryl Schafer, Ron Morrison

Also Present:

Shayne Holman, Bill Smith, Chris Stultz, Brian Moore from McClure,
Art Oakes, Lori Seier, Jennifer Holman, Mary Anne Wright, Nancy Zellner

1.03 Approval of Agenda

The agenda was approved as presented.

Moved: W. Dellicker Seconded: J. Reiter Vote: 6 Aye, 0 Nay

1.04 Public Comment

The Chairman will offer Courtesy of the Floor for Public Comment. There were no comments.

1.05 Approval of Minutes for August 4, 2014

The Minutes were approved as presented.

Moved: W. Dellicker Seconded: J. Reiter Vote: 6 Aye, 0 Nay

2. Routine Items

**3. Discussion
Items for Board
Action**

3.01 Discussion and Decision on recommendation of which firm to move forward to complete District Feasibility and Enrollment Study

Direction is needed from the Board on the desire to proceed with the Feasibility Study and the Enrollment Study, only the Feasibility Study, or only the Enrollment Study. The Enrollment Study is needed at this time to determine redistricting for the elementary level. NWE is at maximum capacity. WEIS has space available to move classes to that building in the future. The cost for just an enrollment study is approximately \$6,800.

Board members discussed the qualification of the two final candidates. P. Fisher noted it has been ten years since the last Feasibility Study was completed and that he would support KCBA to do both of the studies at this time. D. Schafer asked administrators for insight on KCBA. M. Wright and J. Holman were supportive. Discussion followed regarding integration of the enrollment information to the bus route software (Transfinder). All were in agreement to recommend KCBA Architects for Board approval to complete the Feasibility and Enrollment Study.

L. Sorensen
entered the
meeting at 7:06PM.

4. Informational Updates

4.01 HS Boiler Update

During the summer cleaning process, a small crack was discovered and repaired. There is no guarantee as to how long the repair will last and further work will need to be done especially with the possibility of running on one boiler.

4.02 Bus Camera Update

The cameras are ordered and should be delivered in the near future. Some of the funds were allocated for purchase of the cameras through the Strategic Plan. Installation of the cameras will be done in-house by District personnel.

4.03 Weisenberg Sewer

Lines have been disconnected and transferred to LCA hook-up. A. Oakes is in the process of acquiring a quote from Cowen to de-commission the plant. The District is required by DEP to cap the pipe, and remove the tank and grinder pump. Soil must be excavated and grass replanted.

4.04 Middle School Steam Table

Pin holes were discovered in the wells of one of the water-based hot bars causing it to leak. Parts are no longer available for the tables that were purchased when the Middle School was constructed (22 yrs old). A repairman was contacted to try to weld the damaged section of the wells. If it is not repairable, L. Seier suggested replacement with a dry heat unit at an approximate cost of \$6,600 for four wells or \$8,000 for five wells. A suggestion was made to keep the old unit for parts as the other table is still operable but may develop the same problems in the future.

4.05 McClure Presentation

McClure's findings during their energy use assessment

Shayne Homan, Director of Energy Services, shared background information on McClure Company owned by PPL. He explained PA Act 39 and Guaranteed Energy Savings Act (GESA) – 2010. Mr. Homan reviewed the process of an energy audit and shared a preliminary utility bill analysis. The company looked at District energy infrastructure for existing conditions for mechanical, lighting and building envelope for all buildings. He shared a table identifying energy conservation measures for improvement opportunities and HVAC system design options. A. Oakes noted the control system is a big component of energy savings.

One cost effective and efficient solution for the High School and Middle School recommended by McClure is a hybrid geothermal system. The Committee asked questions regarding the efficiency of burning fuel oil vs. propane and newer technology. The Committee discussed the geothermal option. A. Oakes talked about the geothermal project done at Tamaqua. Discussion followed regarding return on investment for this type of project. L. Sorensen asked for explanation of how the guarantee works. Discussion followed.

A question was raised regarding power outages. Mr. Homan recommends keeping the old system in place for emergency situations. Mr. Homan reviewed steps of the proposal:

- 1) present audit results
- 2) continue with study to define overall scope of work, cost, and savings
- 3) a test bore per site to validate subsurface conditions
- 4) issue Request for Qualification
- 5) define timeline—project could be completed in summer 2015 with a March 2015 contract approval.

M. Wright suggested marrying the feasibility study along with what was presented tonight. The Committee discussed how to proceed. G. Sanders suggested doing test bores to see if a geothermal project is possible. P. Toll recommended doing just one test bore since the cost could be \$8,000 to \$9,000 per test bore. Discussion followed regarding step 2—do step 2 now, or wait until the feasibility study is completed.

W. Dellicker and P. Fisher would like the feasibility study done first to compare results. A. Oakes recommended issuing Request for Qualifications. The Committee agreed with sending the Request for Qualifications and advertising for resumes, but not with boring the test holes.

5. Other

- 5.01 Old Business**—R. Morrison commented on the plumbing line (sewer) completed outside the District Offices and asked if everything was completed and operating without further problems. He asked if the line was checked by camera after completion of the work.

A. Oakes noted the lines were not rechecked by camera, but there have not been any other problems since the line inside the building was dug up. R. Morrison asked who is paying for the repairs. A. Oakes reported the District is still in the process of collecting expenses on the project. Then A. Oakes will make a recommendation about whether this is an issue worth pursuing with the contractor.

- 5.02 New Business**—none

- 5.03 Public Comment**

The Chairman will offer Courtesy of the Floor for Public Comment. There were no comments.

6. Adjournment

The meeting was adjourned at 9:29 PM.

Respectfully submitted
Nancy Zellner, Recording Secretary