Northwestern Lehigh School District
6493 Rte. 309, New Tripoli PA 18066
BOARD OPERATIONS COMMITTEE MEETING
District Board Room
Monday, June 2, 2014, 7:00 PM

MINUTES

1. Agenda

1.01 Call to Order
The meeting was called to order at 7:01PM by G. Sanders.

1.02 Roll Call
PR/AB

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

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

Also Present:

Lori Seier, Luann Matika, Arthur Oakes, Jennifer Holman, Mary Anne Wright, Nancy Zellner

1.03 Approval of Agenda
The agenda was approved as presented.
Moved: L. Sorensen Seconded: G. Sanders Vote: 2 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 May 5, 2014
The Minutes were approved as presented.
Moved: L. Sorensent Seconded: G. Sanders Vote: 2 Aye, 0 Nay

2. Routine Items

None

3. Discussion Items for Board Action

3.01 Increase in school lunch prices for 2014-2015 school year based on USDA regulation regarding equity in school lunch pricing as follows:

Elem = $2.45
Middle = $2.60
High = $2.85
Adult = $3.85
Breakfast = $1.50

The Healthy Hunger-Free Kids Act of 2010 authorizes funding and sets policy for the National School Lunch Program. A requirement of the act regulates school lunch prices. Lori Seier is recommending an increase of 10 cents per level to meet these requirements for meal equity. Discussion followed regarding the need to increase prices, the drop in lunches served due to the increase in lunch prices, and the possibility of the Federal Law being repealed. L. Seier explained some of the mandated nutritional requirements for ala cart sales.

Board members had questions on Federal funding for Food Service. Per the Board's request, L. Seier will research the consequence if the District does not participate in the National School Lunch Program and report to the Board. R. Morrison asked what the time frame would be to opt out of the program. L. Seier responded six to eight months for the following year. After lengthy discussion, the Committee recommended moving the item forward for approval at the June 18 Board meeting. L. Seier will return in September/October with a detailed report about the District's School Lunch Program

4. Informational Updates

4.01

Tractor update—Arthur Oakes noted the skid loader was not satisfactory. There were concerns with damage to the turf. The approximate cost for a tractor similar to what the Maintenance Dept. currently has is $36,900. It would be used for turf maintenance, snow removal,etc. Other attachments could be purchased or rented. He is waiting for a third price quote. He is recommending a Kabota for purchase this year with delivery before June 30.

A. Oakes noted State inspection for buses and vehicles will be done on-site. The new mini van was delivered today. A Job Fair for Transportation drivers will be held June 19th and 20th. A suggestion was made to advertise through Career Link in Allentown.

Transportation Operating Gate—A. Oakes is looking into proposals for another opener for the exit gate to keep the bus yard secure. G. Sanders questioned manual operation during power loss. A. Oakes is also checking into a generator for power outages. The Transportation/Maintenance Building currently is using a portable generator during outages.

A. Oakes is researching prices for a snow scraping system for buses. He shared information on bus inspection and could fail if the color does not meet code (not yellow enough). L. Sorensen suggested waxing compared to cost for repainting. The Committee discussed safety concerns.

A. Oakes is also looking into the purchase of a rotary lift for work on vans. Approximate cost is $6,000 and would be installed in the center bay. P. Fisher asked about insurance coverage increase for liability.

P. Toll noted his concern on the amount of money, how it would be funded, and how many more projects could be expected. He suggested a comparison of costs for a new snow removal system to the current budget for manpower (our crew). A. Oakes shared information on what was included in the budget for this year and the new year for the things he plans to do.

Dishwasher Update—The dishwasher was installed in 1994. It has a 20 to 25 year life. Repair costs are increasing and there is difficulty getting parts. Replacement cost is approximately $31,000 including installation. There should be a 58% savings in water usage. The Committee discussed and supported moving ahead with the bidding process to replace the dishwasher.

4.02 Recommendation to proceed with Online Information Database for all of Northwestern Lehigh roof (excluding shingles) in attached proposal. This is a perpetual online system.

R. Morrison questioned whether Tremco had data from our recent roof project. The committee discussed documentation of conditions of District roofs and duplication of RFP already in progress, projected cost ($14,500.) and annual costs, future maintenance of roofs, and core samples for verification of materials used. G. Sanders and L. Sorensen supported moving ahead with this item.

4.03 Recommendation to proceed with ProVision Bus Camera System as described in the attached brochure not to exceed $1,202.00 per bus for 35 buses. This will provide a 2-camera system with static GPS and event marker to be installed by our employees. Total expenditure is not to exceed $42,070.00 via PEPPM state contract pricing.

Part of the Strategic Plan recommended a three-year plan for the installation of security cameras on all buses and in all buildings. The District has applied for grants to purchase the equipment, but was not successful. A. Oakes described features available on the cameras recommended. The Committee discussed security issues, GPS capabilities, installation and removal when buses are replaced. The Committee agreed to move forward with the purchase. Cameras can be purchased on State contract. The Committee agreed to move forward with purchase.

4.04 Recommendation to proceed with purchase of seal coating material for Northwestern Elementary and the Bus lot

A. Oakes noted work could be done by District employees. Seal coating was not included in the budget, but could possibly be completed over the next three years as part of the Maintenance budget. G. Sanders asked if this would take a lot of time from the regular Buildings & Grounds/ Maintenance duties if it were done "in house." The Committee discussed pro-active/preventative maintenance and drain issues. R. Morrison asked if inspections of parking lot conditions will be done before seal coating. The Committee will support proceeding if done in house in several phases.

P. Fisher noted appreciation of a pro-active approach and reminded others the Facilities Master Plan needs to be updated.

5. Other

5.01 Old Business

R. Morrison inquired on the status of the sewer problem in the Administrative Office area. A letter has been issued to JBM regarding responsibility.

The schedule for the RFP opening, vendor pre-bid meeting and walk through was reviewed. The sewer connection at Weisenberg is expected to be completed this week .

5.02 New Business

M. Wright recommended cancelling the July Operations Committee meeting. All agreed.

5.03 Public Comment

The Chairman will offer Courtesy of the Floor for Public Comment.

6. Adjournment

Upon motion by L. Sorensen, seconded by G. Sanders, the meeting was adjourned at 8:56 PM.

Respectfully submitted
Nancy Zellner, Recording Secretary