

**Northwestern Lehigh School District
6493 Rte. 309, New Tripoli PA 18066
BOARD OPERATIONS COMMITTEE MEETING
District Board Room
Wednesday, February 6, 2013, 5:00 PM**



MINUTES

1. Agenda

1.01 Call to Order

The meeting was called to order at 5:00 PM by Greg Sanders.

1.02 Roll Call

Pr/Ab

PR	Willard Dellicker	PR	LeRoy Sorensen
PR	Joseph Reiter	PR	R. Morrison
PR	Greg Sanders		

Also Present: A. Behnke, R. Kripplebauer, L. Seier, L. Frisbie, J. Holman, N. Zellner

1.03 Approval of Agenda

The agenda was approved with Item 2.02 moved to be the first item of discussion.

Moved: W. Dellicker

Seconded: R. Morrison

Vote: 5 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 January 9, 2013

The minutes were approved as presented.

Moved: W. Dellicker

Seconded: J. Reiter

Vote: 5 Aye, 0 Nay

2. Routine Items

2.01 Weisenberg Grease Trap

L. Sorensen, L. Seier, and R. Kripplebauer met with a plumber from Reliable Plumbing of Allentown to inspect the drains in the kitchen. A recommendation was made to relocate the drain from the dishwasher to another area away from the grease trap. G. Sanders asked for a report on conditions after the work has been completed. R. Kripplebauer noted the vents are good, and that plumbing code has changed since the original installation was done.

2.02 High School Roof

Report on findings and restoration specifications

Alan Behnke from TREMCO, reviewed the proposal for restoration of the High School roof. He reviewed the specs and noted areas that need to be taken back to the decking and replaced, areas that need restoration, what areas would be included this summer, and what would be held until the following year. Committee members discussed funding of the project. L. Frisbie noted funds are set aside in Capital Reserve. Discussion followed regarding the efficiency and benefits of doing the entire project at once, utilizing the Joint Purchasing Council vs. public bid, quality control of the project, contractors, sub contractors and bonding. Questions were raised regarding the warranty and how leaks would be addressed.

The Committee requested the project be bid two ways (Yr 1 & 2 or all at once). All agreed to move the project forward for Board approval at the February 20, 2013 meeting.

2.03 Facilities Master Plan

Select meeting date for discussion of FMP.

R. Kripplebauer requested a specific meeting be scheduled for FMP details in order to fully discuss the FMP and High School project proposal in detail. More than an hour is needed. He would like MKSD to be present at the meeting. Possible dates were selected. The Committee decided on 2/28/13 at 7PM.

3. Discussion
Items for Board
Action

3.01 Bartush Signs

Recommendation to proceed with the proposal for fabrication and installation of letters on the monument sign in front of Weisenberg Elementary in the amount of \$1538. R. Kripplebauer secured quotes from Bartush Signs to add the Northwestern Lehigh School District name at Weisenberg Elementary. He shared renderings of several options. He recommended single letters in one color—no logo. R. Morrison asked if other vendors were contacted. R. Kripplebauer said Bartush was the only vendor contacted for this project. Bartush installed the marquee at the High School. After discussion, all agreed to moved ahead with installation of the letters on the monument sign in front of the building.

3.02 Vehicle Replacement

Recommendations to replace vehicles as designated in the replacement cycle 2013/2014 budget year as listed on attachment.

R. Kripplebauer shared a chart noting which vehicles are on the planned replacement schedule. When bid, trade-in value for the buses would be bid as an alternate. L. Frisbie recommended a change to the budget cycle process to bid the buses early in the year to have the buses here and ready for use at the start of the school year. Purchases would be made with Capital Reserve dollars. All agreed to moved forward for Board approval utilizing the new purchase cycle to be bid with the option for trade in.

4. Informational
Updates

4.01 Fuel Shed Updates

R. Kripplebauer noted the shed is almost finished. Some trim work on the vents needs to be completed. R. Kripplebauer will prepare a press release.

5. Other

5.01 Old Business

None

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

Upon motion by W. Dellicker, seconded by R. Morrison, the meeting was adjourned at 6:00 PM.

Respectfully submitted,
Nancy Zellner, Recording Secretary