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

MINUTES

1. Agenda

1.01 Call to Order
The meeting was called to order at 5:02 PM by J. Reiter.

1.02 Roll Call
PR/AB

PR	Willard Dellicker	PR	LeRoy Sorensen
PR	Joseph Reiter	PR	Darryl Schafer
AB	Greg Sanders**	PR	Ronald Morrison

Also Present: Phil Toll, Mark Thompson, Jason Zimmerman, Leslie Frisbie, Robert Kripplebauer, Jennifer Holman, Lori Seier, Mary Anne Wright, Nancy Zellner

1.03 Approval of Agenda
The agenda was approved as presented.
Moved: R. Morrison Seconded: W. Dellicker Vote: 5 Aye, 0 Nay

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

1.05 Approval of Minutes for May 1, 2013
The Minutes were approved as presented.
Moved: W. Dellicker Seconded: L. Sorensen Vote: 5 Aye, 0 Nay

2. Routine Items

None

3. Discussion Items for Board Action

3.01 Stadium Upgrade
Recommendation to proceed with corporate donation contracts for the Stadium Upgrade

Jason Zimmerman presented concept plans for a stadium improvement initiative that would include artificial turf and a synthetic track. J. Zimmerman has met with representatives from several companies. The estimated cost to upgrade the District stadium would be approximately 2.1 million dollars. J. Zimmerman shared an overview of a marketing plan of selling naming rights as a way of offsetting the cost of upgrading the stadium. The District would finance the project up front and receive annual contributions that would be designated to the project. He has received verbal support from the sport booster organizations and has spoken with several companies that are interested in contributing. Board Members discussed how the initial outlay would be financed, the time that Administration would need to invest in the endeavor for marketing, the current economic climate, and community support. Concerns were raised regarding enough commitment from supporting companies and the community, the possible decline in participation in sports, and other revenue generation.

The recommendation was made to have J. Zimmerman present more information at a regular Board meeting to determine Board support of the project. J. Reiter suggested a community meeting to find out what the taxpayers think about the project. W. Dellicker asked R. Kripplelbauer if there was anything on the FMP. J. Zimmerman noted it was on the FMP, but was removed years ago. It was recommended to move this item for presentation to the full Board at the June regular Board meeting.

3.02 Food Service Agreements

Recommendation to proceed for approval for the following agreements:

- Penn Center Systems, Inc Support Agreement Annual Hardware Maintenance Agreement in the amount of $1,414.00 per year.
- Penn Center Systems, Inc Support Agreement Annual Software Maintenance Agreement in the amount of $1,400.00 per year.

The agreement will cover technical support and hardware maintenance. All supported moving the item forward for Board approval.

3.03 2013 - 2014 School Lunch Prices

Recommendation to proceed for approval of school lunch prices for 2013-2014 based on USDA regulations regarding equity in school lunch pricing: Elementary $2.35, MS $2.50, HS $2.75, Adult $3.75, and Breakfast $1.25

This is an increase of 10 to 15 cents per level. The item will move forward for Board approval.

3.04 Superior Engineered Products Maintenance Agreement

Recommendation to proceed for approval for planned maintenance agreement with Superior Engineered Products in the amount of $4,550.00 per year.

Suggestions were made to try to cut down the cost of the maintenance agreement by including only the most heavily used doors. R. Kripplebauer contacted the representative and is waiting for response. J. Reiter supports a one-year agreement to see what maintenance is needed and recommended moving the item forward for Board approval. L. Sorensen did not support the agreement.

4. Informational Updates

4.01 TREMCO Warranty

R. Kripplebauer noted two portions of the warranty for the roof work—a 20 year portion for the replacement part and a 10year for the restoration part of the project. M. Wright asked everyone to think about the possibility of having additional days of supervision services for the project at a rate of $770 a day. Ten days are built into the contract. The idea will be discussed at the July meeting. J. Holman noted the final contract has been developed by the solicitor and will be sent to Houck tomorrow. A pre-construction meeting will be held on the 21st.

4.02 Weisenberg Grease Trap—hold until next meeting

**G. Sanders entered the meeting at 6:10PM.

4.03 Athletic Sidewalk Investigative Report

R. Kripplebauer reviewed information regarding the concrete repair project at the rear entrance to the High School building. Areas of the sidewalk were replaced as part of the parking lot project. There is a problem with stormwater runoff and the doors at that entrance are deteriorating. R. Kripplebauer shared a letter from Cowan Associates and pictures of the area before and after the concrete work. L. Sorensen feels the work was not done correctly. The concrete raises 5/16 of an inch at the door and then goes down. That part of it was not installed correctly. He gave his opinion on the way the installation should have been done and talked about measuring instruments. He suggested using a level that is level and coins or shims instead of laser and noted it was off 65 cents (2 quarters, a nickel and a dime out of level going back to the building). R. Kripplebauer noted the rusting and deteriorated condition of the door existed before the concrete repair work was done.

Mark Thompson was asked to comment on the problem. He noted the project was done according to design with the standard drop per inch. The Committee discussed the problem area and finding a new resolve.

M. Wright asked for direction from the Committee on getting an opinion from Mark Thompson or another architect, and bringing back the contractor. Mark Thompson will contact Cowan and will come back to the committee with options for correction at no cost. The Committee will review the options and make a decision on a resolve.

4.04 Oil Sampling Research—hold for future meeting

4.05 LCTI Shed
R. Kripplebauer commented on a press release issued regarding the completion of the shed over the fuel pumps at the bus garage. He noted the importance of student recognition. R. Morrison commented on the great job done by the students and suggested considering drawing on this resource for other repairs.

5. Other

5.01 Old Business
None

5.02 New Business
HT Lyons Agreement

R. Kripplebauer presented two options for backflow inspection and testing at Weisenberg. Testing is required by the Township to be sure there is no backflow into the public water. He recommended the three-year agreement with HT Lyons at a discounted rate. All agreed to move forward for Board approval.

5.03 Public Comment
The Chairman will offer Courtesy of the Floor for Public Comment. For the sake of time before the start of the Finance Meeting, Phil Toll did not comment.

6. Adjournment

Upon motion by G. Sanders, seconded by L. Sorensen, the meeting was adjourned at 6:38 PM.

Respectfully submitted,
Nancy Zellner, Recording Secretary