

**Northwestern Lehigh School District  
6493 Rte. 309, New Tripoli PA 18066  
OPERATIONS COMMITTEE MEETING  
District Administrative Conference Room  
Wednesday, April 4, 2012, 4:00PM.**



**MINUTES**

**I. Agenda**

**A. Call to Order**—The meeting was called to order at 4:01 PM by G. Sanders.

**B. Roll Call**

Roll Call	Ab	Camille Bartlett	Pr	Joseph Reiter
Pr/Ab	Pr	Willard Dellicker	Pr	Greg Sanders

Other Board Members present: Leroy Sorensen

Also present: T. Nagle (Cowan), M. Thompson (MKSD), P. Toll, J. Holman, L. Frisbie, L. Seier, R. Kripplebauer, M. Wright, N. Zellner

**C. Approval of Agenda**—The agenda was approved as presented.

Moved: W. Dellicker                      Seconded: J. Reiter                      Vote: 3 Aye, 0 Nay

**D. Approval of Minutes from February 1, 2012**—The minutes were approved as presented.

Moved: J. Reiter                      Seconded: W. Dellicker                      Vote: 3 Aye, 0 Nay

**II. Routine Items**

**A. Update on Current Projects**

- **Vehicle bidding and purchase**

A new F350 pickup has been ordered. The District expects to take delivery in July. Van and bus bids are due April 16.

**B. Update on High School Roof**

The Committee will tour the HS areas that have not been renovated, the HS roof, and the HS parking lot to look at the conditions of those areas.

\*\*Chris Ford entered the meeting at 4:15PM.

The Committee moved the following items up on the agenda to accommodate the tour:

**C. MKSD energy audit presentation**

Mark Thompson presented the audit report to the Committee. The audit was done by an independent third party (Engineering Tax Services) as part of the submittal process to determine if MKSD would qualify for tax credits for energy efficiency. The tax credit is not available to public entities, but can be passed on to the design firm for the recent renovations to District buildings. NWE qualified in all three categories (lighting, building envelope, HVAC). The DAO did not meet the lighting standard for multiple level light switches. The WEIS audit has not be completed yet.

W. Dellicker commented on efficiency of products and cost effectiveness. Committee members discussed projected savings in energy costs.

**D. MS auditorium acoustical upgrade discussion/direction**

J. Reiter suggested putting the project on hold until after the State prevailing wage bill is settled. Dr. Wright suggested keeping it on the FMP and reprioritizing the list of items.

At 4:26 PM the Committee toured the HS areas needing attention. The tour included unrenovated spaces, auditorium, roof, and parking lot macadam.

The meeting resumed at 5:50 PM.

**III. Discussion of Items for Board Action**

**A. Recommendation for 1985 pick up truck**

R. Kripplebauer recommended scrapping the truck as the sale value would be less than scrap value. All agreed. The item will be presented for Board approval.

**B. Update on (bid awards) paving and concrete work**

R. Kripplebauer recommended accepting the bid from Barker & Barker with all alternates. J. Reiter noted the firm is under new ownership (Graver Industries). The Committee discussed the recommendation, evaluation procedures, and funding for the project. The Committee also discussed the process for updating the FMP and whether MKSD would make recommendations or the District does an RFP for a service to create an FMP. The District must create a new time frame and funding plan to update the current FMP through the next several years. The next roofing replacement project most likely would need to be done next year.

Some Committee members suggested holding on the lighting alternate for the walkway from the HS parking lot to the stadium. After further discussion, the Committee agreed to bring the item with all alternates for approval to the April 18 Board meeting.

**C. EBS proposal**

R. Kripplebauer reviewed the contact modifications that were made for summer cleaning expectations. He recommends accepting the proposal to extend the agreement. He did not recommend the alternate for cleaning and refinishing the gym floor. This will be done by the District if necessary. G. Sanders asked if there were any further problems with the buckling of the gym floor. R. Kripplebauer noted there were no issues this year. The Committee supported the recommendation.

**IV. Informational Updates**

**A. FMP**

**A. HS & MS doors**

R. Kripplebauer noted which doors are worn from use and will need to be added to the FMP. Some may need to be replaced sooner. The Committee further discussed The FMP, the need for outside consultants for larger projects and what projects could be done without consulting. A suggestion was made to for the Operations Committee to meet with MKSD for background on what was done, review of credentials, and what work needs to be done.

\*\*W. Dellicker left the meeting at 6:54 PM.

**B. Stadium fencing**

An area behind the bleachers needs some repair work. The bottom rail is missing in some areas causing a safety and security issue. R. Kripplebauer recommended using Pro Max as they are the lowest quote.(\$6482). Funding will be from the regular maintenance budget. (NOTE: 4/13/12—recommendation changed to Anchor (\$5720) due to error in calculation by Pro Max. See attached.)

**C. WEIS softball field proposal**

NYAA has proposed to install a ball field at Weisenberg at their expense. R. Kripplebauer suggested adding a 16" removable mesh net for protection to the building windows. The District will have NYAA sign an agreement. The Committee supports the project.

**E. HS HVAC contract update**

There is currently no service agreement in place for HS & MS. R. Kripplebauer is shopping for a comprehensive maintenance agreement. G. Sanders commented on preventive maintenance. R. Kripplebauer noted it is done in-house.

**V. Other**

**A. Old Business**—none

**B. New Business**—none

**C. Courtesy of the floor for public comment**—no comments

**VI. Adjournment**

Upon motion by G. Sanders, seconded by J. Reiter, the meeting was adjourned at 7:10 PM.

Northwestern Lehigh School District  
6493 Rte 309  
New Tripoli PA 18066

Quotes for Chain Link Fence Repair and Replacement  
District Stadium  
April 4, 2012

**Pro Max Fence Systems**                   \$ 6,482.00  
2621 Central Avenue  
Reading PA 19605

**Arbor Fence Company**                   \$ 5,720.00  
2125 Williams Avenue  
Bethlehem PA 18020

**Anchor Fence Company**               \$ 6,645.00  
906 S. Fourth Street  
Allentown, PA 18103

