

**Northwestern Lehigh School District
6493 Rte. 309, New Tripoli PA 18066
BOARD BUILDINGS & GROUNDS COMMITTEE MEETING
District Administrative Conference Room
Wednesday, November 2, 2011, 4:00PM.**



MINUTES

I. Agenda

A. Call to Order—The meeting was called to order at 4:07 PM by G. Snyder.

B. Roll Call

Roll Call	Pr	Willard Dellicker	Pr	Darryl Schafer
Pr/Ab	Ab**	Donald Link	Pr	Gregory Snyder

Also Present: M. Thompson, S. McMackin, R. Kripplebauer, J. Reiter, G. Sanders,
J. Holman, L. Frisbie, N. Zellner

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

Moved: W. Dellicker

Seconded: D. Schafer

Vote: 3 Aye, 0 Nay

D. Approval of Minutes from April 6 & August 3, 2011—The Minutes were approved as presented.

Moved: W. Dellicker

Seconded: D. Schafer

Vote: 3 Aye, 0 Nay

II. Routine Items

A. Update on Current Construction (MKSD)

1. Paving and concrete needs assessment and proposed solutions

i. Approval to design and bid project

- High School Parking Lot Improvements
 - Map
- Middle School Parking Lot Improvements
 - Map

M. Thompson and S. McMackin gave an update on the process for a comprehensive look at paving needs for the High School facilities that included deterioration, safety hazards, full depth replacement, mill and overlay, concrete curb and walkway replacement, and the walkway to the stadium with the option to move that walkway back further from the road. S. McMackin showed those areas on a map. The Committee discussed the estimated project cost for the High School and Middle School lots, if any work could be done before summer, and how much money is set aside in Capital Reserve and earmarked for capital projects.

** D. Link entered the meeting at 4:16PM.

It was noted the lighting of the walkway to the stadium was not included in the estimated project cost. W. Dellicker asked what was code for outdoor walkways. S. McMackin said it was four feet, but we are looking at six feet to allow for carts and small equipment. Discussion followed on any code requirements to light the walkway, and bidding it as an alternate. D. Link suggested running of conduit from the building to the path, but not installing the fixtures. The Committee discussed and agreed to bidding the entire walkway and lighting as an alternate. W. Dellicker asked about the need for electrical service on any of the light poles when installed.

Middle School parking facilities needs were reviewed along with estimated project costs.

2. MS Auditorium Acoustical Upgrade

i. Fee Proposal

ii. Panels

The project description, scope of work, and report from Lewis S. Goodfriend & Associates, Consulting Engineers in Acoustics were reviewed. The Committee discussed how much improvement could be expected. The design plan is to bring the reverberation down to design criteria standards. The Committee discussed removal of the existing wall covering. W. Dellicker and G. Snyder recommended getting the work done. The project does not include sound system modifications. The work would remediate some of the problems. After installation of the sound absorption panel on the walls, the sound system may need adjustments. The funding would come from Capital Reserve Funds.

3. Service Agreements

i. Discussion on timelines and alignment to budget years.

R. Kripplebauer explained fee proposals from Johnson Controls. For cost containment, he recommended multiple year agreements and bringing the agreements in alignment with the fiscal year. He is speaking with vendors regarding services and inspection schedules/tying inspections into a safety program. He would like to do as much as we can with in-house personnel. W. Dellicker asked if training on the systems was satisfactory or if our personnel needed more training. R. Kripplebauer noted he polled his staff and will provide more training on what should be done regarding emergency shut off.

4. Slide show of work accomplished district-wide thus far.

R. Kripplebauer shared photos of infiltration repairs. W. Dellicker asked if there was any word from Don Christ. They feel the work was successful. The first time it rained, there was not a drop! R. Kripplebauer shared slides of the major work done over the summer that included disposal of ethylene glycol from the Middle School, repair to washed out areas near the stadium, repair of garbage disposal in high school cafeteria, repainting of the Northwestern Elementary sign on the portico, High School shower replacements (phase 2 to be completed later this year), gym floor refinishing, etc.

R. Kripplebauer noted the work of talented employees. Procedures were in place to be ready for the hurricane.

5. Status of remaining items from elementary schools (NWE & WEIS)

Projects still to be completed in the District are Middle School dishwasher steam containment, High School FCS dishwasher installation, NWE flag pole light, and High School pneumatic compressor replacement. G. Snyder expressed thanks on behalf of the Board for getting a lot done in a short period of time. W. Dellicker noted a high level of comfort and confidence.

6. Status of Main Campus Projects

The close-out meeting with Mark Thompson and Todd Chambers for final reconciliation was held. Some additional change orders will need approval. Others were rejected. Mark Thompson believes these are the last change orders. JBM personnel are scheduled to do work on the gas shut off in the high school science rooms. Wind Gap will be involved to install the shut off switch.

Project close out of change orders and outstanding invoices.

L. Frisbie noted two issues still outstanding. Sargent has not billed the District for asbestos abatement work at Weisenberg. The District has drafted a formal letter to inform the company we must have official AIA paperwork so the invoice can be paid. The amount is approximately \$38,000. L. Frisbie also noted designated funds are still earmarked for sewer hookup at WEIS.

A final check was mailed to JBM for mechanical work at NWE. The check has not been cashed. The Business Office has tried several times to contact them. JBM believes we owe them more. \$12,000 was deducted for the work that was not done. The issue is still in dispute. L. Frisbie drafted a letter asking them to please return the check and a new one will be issued. She reviewed the background of the issue. Additionally, in 2008 JBM's construction trailer was broken into. The claim was closed because JBM did not provide proper paperwork to the District's insurance company. The Solicitor's recommendation is that JBM pursue the claim on their own.

i. Change orders for Main Campus Projects

- Approval of Dual Temp Mechanical change order MC-22: Furnish all material, equipment, labor, and supervision as required to reconfigure ductwork in the Lab prep room adjacent to the greenhouse in the HS in the amount of +\$523.33. FC
- Approval of Wind Gap Electric change order EC-32: Furnish all material, equipment, labor, and supervision as required to install a 225 amp panel instead of a 100 amp panel in the DAO in the amount of +\$517.00. OM
- Approval of Wind Gap Electric change order EC-33: Furnish all material, equipment, labor, and supervision as required to install electrical outlets in the teacher's bench and at two student bench locations in the Physics room of the HS in the amount of +\$5,078.16. ORC

B. Energy Policy Act 179D and resultant tax deduction benefits (credit options for MKSD)

- NWE
- WEIS
- DAO/HS

Mark Thompson explained the federal legislative act that provides tax incentives to building owners and designers who construct energy efficient buildings. A public institution is not eligible for the tax deduction benefit since they do not pay tax. The IRS has ruled that this tax deduction can be made available to the designer of the building. M. Thompson asked for the support of the Board to apply for these deductions for the three projects in NWLSD. Tax returns could be amended for the past three years. L. Frisbie spoke with the Solicitor and the Auditor on the request. G. Snyder commented on the outstanding relationship the District has with MKSD and recommended bringing the request to the full Board. W. Dellicker requested some kind of summary when the study and paperwork are completed. The request will be on the November 9, 2011 agenda.

III. Discussion of Items for Board Action

None

IV. Informational Updates

- FCS ventilation bids are due Friday. None have been received as of today. They will be reviewed at the Finance Committee Meeting on November 9 and approved November 16.
- There was discussion on the need to meet monthly or quarterly. Buildings & Grounds Committee meeting dates will be approved at the Re-organization meeting on December 7.

V. Other

A. Old Business

- Repair to the grease trap at WEIS will take place during the week of early dismissal later this month.
- WEIS marquee—M. Wright is looking into removing the letters from the Board room and using them at WEIS to designate the District. There is no resolve at this time.
- The tanks for the generators were topped off before the snow storm of October 29. The server and electronics are on the backup generators. Some roads are still closed due to downed trees and power lines.

B. New Business—none

C. Courtesy of the floor for public comment

- Greg Sanders thanked R. Kripplebauer for his proactive approach. He suggested a seal coating schedule and commented on milling. He also commented on contracts and grouping.
- Joe Reiter thanked R. Kripplebauer from a tax payer standpoint. He commented on savings, prevailing wage, and support of the tax deduction benefits requested by MKSD.
- Greg Sanders noted MKSD is a generous contributor to the Educational Foundation.

VI. Adjournment

The meeting was adjourned at 6:01PM.

Respectfully submitted,
Nancy Zellner, Recording Secretary