

EAST STROUDSBURG AREA SCHOOL DISTRICT – PROPERTY AND FACILITIES MEETING MINUTES

October 2015

A meeting was held at the Carl T. Secor Administration Center Thursday, October 1, 2015, and brought to order by Mr. Bob Cooke at 5:30 p.m. Property and Facilities Committee members present were Mr. Bob Cooke, Mrs. Eileen Featherman and Mr. Ronald Bradley. A motion made by Mrs. Featherman and seconded by Mr. Bradley to approve the minutes from the September 3, 2015 meeting along with the meeting agenda.

ANNOUNCEMENTS

The next Property and Facilities meeting is at 5:30 p.m. Thursday, November 5, 2015 at the Carl T. Secor Administration Center.

DISCUSSIONS

1. Mr. Eppley would like permission to move forward with the exchange between Lehman Township and ESASD. Lehman Township will exchange the use of their tarbuggy and a GMC 1998 dump truck with a plow for four portable bleachers stored at our North Campus. Mr. Labar inspected the truck and feels it is a good deal. Mrs. Laverdure confirmed that we would not be entering into snowplowing. Mr. Eppley will have Mr. Divonas draft a letter of agreement. Motion to proceed by Mrs. Featherman and seconded by Mr. Bradley. Property and Facilities Committee agrees to send this to the School Board for approval.
2. Mr. Eppley reported our contract with Waste Management has ended. We have entered into an agreement to continue service on a month-to-month basis. A three-year bid will go out in October. It was noted that Waste Management has helped with our recycling program and they have monetarily supported district retreat days.
3. Mr. Eppley reported we are looking into new uniforms for the maintenance and custodial employees. He is requesting permission to proceed with this process and obtain pricing. The Property and Facilities gives permission to continue.
4. Mr. Eppley updated the committee on the following projects:
 - JTL now has glycol in the system. MYCO currently has an employee on site to adjust the system as needed. Trane is also balancing the system. The project should be complete by mid-October.
 - North Campus concrete project is almost complete. Final walkthru is scheduled. The sidewalks edging now has soil and is seeded.
5. The Property and Facilities Committee approves the following payment be moved to the Finance Team.
 - C & D Water Proofing, Final Payment
 - Myco Mechanical #16
 - Field Turf , Final Payment
6. Mr. Bradley requested pricing for upgrading the security in the front of the Administration Building. This will be placed on the November agenda.
7. Mr. Josh Grice from D'Huy explained the process used to develop the Five Year Capital Improvement Plan (attached) He noted each project will need additional investigation work, prior to any bidding. Mr. Bradley asked if the ATC work could be broken into phases? Mr. Bader noted it is not cost effective. It would require multiple bids and the cost associated with that. Multiple contractors could cause more problems and inconsistent work. Mr. Grice mention the High School South stadium was not on the five year plan, however the building is not ADA compliant. Plumbing is a concern in that facility. This will need to be addressed in later years. Mr. Cooke recommends the entire School Board review this plan at the October meeting. It is very important that everyone understands the scope of these projects. The Property and Facilities Committee is requesting that Mr. Grice attend the School Board meeting.
8. Mr. Cooke adjourned the meeting at 7:02 p.m.

Respectfully submitted,
Kelli Oney, Recording Secretary