

**EAST STROUDSBURG AREA SCHOOL DISTRICT
PROPERTY AND FACILITIES COMMITTEE MEETING MINUTES
January 2017**

Wayne Rohner called the meeting to order at 5:38 p.m. and led the Pledge of Allegiance.
Committee members present: Ronn Bradley, Wayne Rohner, Robert Cooke

School personnel present: Jeff Bader, Curtis Beam, Ben Brenneman, Scott Ihle, Fred Mill,
William Riker

A motion was made to approve the minutes from the December 2016 meeting along with the agenda for January 5, 2017 with the members of the Committee reserving the right to add to the agenda and take further action in the best interest of the District. Motion seconded, all approved.

ANNOUNCEMENTS BY THE COMMITTEE: The next Property and Facilities meeting is scheduled for February 2, 2017.

I. ITEMS REQUIRING ACTION

A. ESTABLISH PROPERTY AND FACILITY MEETING DATES FOR 2017

The committee established and approved dates for the 2017 Property and Facilities Committee meetings, which will be held on the first Thursday of every month.

B. CERTIFICATION FOR PAYMENT

1. D'Huy-J.T. Lambert Masonry Investigation-\$9,250

During the discussion Mr. Scott Ihle stated that there was 10% remaining on the balance. The Property and Facilities Committee recommend the payment to the Finance Committee

C. SOUTH STADIUM REPAIRS/UPGRADES-PRIORITIZED LIST

Mr. Ben Brenneman stated that he was asked to prioritize the original list of repairs. Mr. Brenneman stated that for obvious reasons with regards to students, parents and public use, the restrooms would be the most important place to begin repairs. He also said that main hallways and corridors as well as student locker rooms, which are heavily used, should be on the list as well. Mr. Brenneman also noted common areas and ceiling tiles are in need of repair for safety and aesthetic reasons. Mr. Wayne Rohner said some items should be done strictly through maintenance, such as ceiling tiles. Mr. Jeff Bader stated that is partly based on the scope and time of the project and that priorities 1-4 should all be considered a single project and be put out to bid since the overall cost would be over the

threshold of \$19,700. Mr. Brenneman stated that the total cost to cover priorities #1 would be under the threshold. He stated that they have put out a bid thru Costar for the partitions which would take out the amount of the total cost and put them below the threshold. Mr. Bader stated that these prices do not include labor, only material., Therefore this would take us over the bid threshold. Therefore you could do all priority one items and sometime next year priority items two and three could be done making them a separate project. Once you start padding the other pieces together it becomes a bid item. Mr. Brenneman then asked if we were to do all these items would we have to bid them out? Mr. Bader stated yes. he also noted that if the project were put out to bid it would result in prevailing wages which is on top of regular wages and would increase the dollar amount significantly. Mr. Rohner then asked Mr. Bader to supply the specific Pennsylvania law in copy form regarding repair and maintenance. Mr. Bader stated that regards to priorities 1 and 2 with the exception of the partitions the argument could be made that most repairs could be done in house making the claim that you were replacing old lights with new lights, old ceiling tiles with new and such. Recommending that we seek pricing for priorities 1 and 2 and find out where we are relative to the bid threshold.

Mr. Rohner stated another area of discussion is the High School South concession stand. The kitchen concession is really a hazard and he would like to see that potential hazard rectified. He stated the grill is a hazard because it is propane. He also noted that the East Stroudsburg Youth Association has reached out and is willing to share the cost of a new grill. He then stated that maybe we should price out a new grill, He is unaware of the age of the current grill but is aware that there were issues in the past. Mr. Ron Bradley stated that at one time they discussed replacing the concession stand. Mr. Robert Cooke stated looking at the project he would put safety over everything, specifically in the kitchen area. Mr. Bader asked if we replace the grill may it require other work in the kitchen area such as electrical wiring? Mr. Rohner stated he would like to see the cost to replace the grill. Mr. Cooke stated he understands the history of the area down there and suggests that you do not just want to replace the grill because different groups use the equipment at different times and they may not be aware of proper use of the grill. Mr. Bader stated that whichever vendor ends up replacing the grill that they would hopefully know whether additional work is required and in addition to the price of the grill we need to get enough information to make a decision in regards to moving with pricing of priorities 1 and 2 and replacement of grill.

Mr. Fred Mill voiced concerns of safety regarding the current concession stand. Mr. Mill stated that a human funnel forms while patrons are waiting in line and that this presents safety concerns in case of emergency, It would be very difficult for people to exit the area in a safe manner. Mr. mill suggested building a separate concession stand outside of the existing stadium building.

II. ITEMS OF DISCUSSION/UPDATES

A. UPDATE CAPITAL RESERVE FUNDS

Mr. Bader reviewed the five year plan, explaining and identifying which projects within the five year plan were completed and what the actual expenses were. Additional projects that were not in the original plan such as the High School North water tower and the High School South gym floor have been added to the plan. The other projects that have been placed in the out years are in as they were in terms of the plan that the board adopted. This is not perfect and needs to be determined if closed out and what the final cost and status are. This is a work in progress and will be cleaned up in the next month or so. Mr. Bader also stated when the original plan was adopted the proposed five year plan was \$11,321,000. We need to see what was completed and moving forward what projects from the list still need to be completed. We are currently half a million dollars short of what is needed for anticipated projects. This does not include the bigger scope of such items as stadium work. He also stated a couple of options is moving some projects in and taking others out. Some may be less or more expensive when we go to out to bid due to the original prices being several years old. Another option is to look at possibly borrowing funds.

B. J.M.HILL “NO PARKING” SIGNS EAST BROAD STREET

Mr. Scott Ihle was previously asked to investigate the number of no parking signs directly in front of J.M. Hill Elementary School. Mr. Gress previously asked who owns and placed the no parking signs. After speaking with the borough, Mr. Ihle was informed that these are borough owned signs. These signs were approved by the borough council and put in place due to parents dropping off students in front of the school instead following the correct drop off procedures. If an individual feels that there are too many signs in place they would need to bring that to the attention of the borough council.

C. SOUTH HIGH PARKING LOT POLE DAMAGE

Mr. Ihle stated that during recent snow removal Precision Excavating ran equipment into a parking lot light post knocking down the post and fixtures. Mr. Ihle spoke with Tony Pollilo of Precision Excavating to discuss this matter. Mr. Pollilo was in agreement to reimburse the district for replacement of the parking lot light and fixture. Facilities has received a price quote of \$2,402.56 from Friedman Electric for the light and pole fixture replacement. In addition, labor will be included for the install of the light post This invoice will then be submitted to Precision Excavating for reimbursement.

III. ADJOURNMENT was at 6:40 p.m.