

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

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

School personnel present: Curtis Beam, Scott Ihle, William Riker, Robert Sutjak

A motion was made to approve the minutes from the January 2017 meeting along with the agenda for February 2, 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 March 2, 2017.

**I. ITEMS REQUIRING ACTION**

**A. LEHMAN ENTRANCE DOOR #9 REPLACEMENT**

**1. A.G. Mauro Company-\$21,200.00**

Mr. Scott Ihle stated that A.G. Mauro recommended that door #9 at Lehman Intermediate be replaced as there is deterioration and rotting of the door frames making them unstable when they are opened and closed. One reason for this deterioration is due to ice melt being laid down during the winter months and then brushed up against the door. He also stated that while this is not the only reason it may be the primary one and it will be addressed. Mr. Wayne Rohner then asked if this would have to be put out to bid. Mr. Ihle replied that A.G. Mauro is Costars affiliated and that this would not have to go out to bid. The proposal is a match to the existing doors and frame with the exception of the new proposed doors which will have mullions in place. By adding mullions the doors would require less future maintenance. The mullions can be temporarily removed if necessary to allow for deliveries and such. Mr. Ronn Bradley then stated that Chief Mill heard from a security company and that they will be sending five to six security experts to go over the main entrances of the buildings, including doors. They are also looking into metal detectors for the buildings. He then asked if we could hold off on this project until they arrive. Dr. William Riker stated that he did not believe these particular doors would be affected by the potential security upgrades. Mr. Wayne Rohner asked if the doors were always locked and if there are any storm water runoff issues, to which Mr. Ihle replied that the doors are kept locked and that there are no run off issues. Mr. Bradley asked if they could still hold off for a month to which Mr. Ihle replied yes they could wait a month as the damage may not get too much worse within a month's time, however this should be replaced sooner rather than later.

## **B. STROUD REGION OPEN SPACE & RECREATION COMMISSION**

### **1. Refurbish Two Softball Fields at Zacharias Pond**

Ms. Sherry Acevedo, of Stroud Region Open Space & Recreation Commission stated that Zacharias Pond is one of the parks which they help manage and that rentals have declined due to the poor conditions of the two softball fields. It is also seen as a safety issue since the fields are not level. Planned improvements to the park include the refurbishment of two existing softball fields. S.R.O.S. & R.C. is asking the district if they would have an interest in providing in-kind labor to assist with this endeavor. One of the fields will be upgraded to accommodate varsity and junior varsity level girl's fast pitch softball, complying with PIAA regulation sized fields as well as removing the existing backstop and replacing the safety fence. All of the team benches would be lifted and replaced. Ms. Acevedo also stated that relocation and excavation of the second field to the opposite side of the field area would require approximately a four inch depth of excavation in order to remove grass and fill. Ms. Acevedo stated that the labor for the project would include field relocation, excavation, removal of grass and fill as well as transporting grass and fill to the recycling center. In addition, the distribution of 9 tri-axle loads of infield mix would be delivered which would require labor via hand tools and equipment as well as grading, rolling and back dragging top layer. The installation of base mounts, removal and installation of one backstop and safety fencing section and removal and installation of team benches would be needed as well as restoring disturbed areas with topsoil and grass seed. Ms. Acevedo also stated that in addition to the support from the East Stroudsburg Area School District she would also have the support of Papillion & Meyer who would perform excavation work and the East Stroudsburg Borough Recycling Center by accepting excavated grass and fill. The East Stroudsburg Area School District in-kind labor and equipment to spread and grade infield mix, install base mounts and rake the fields would equate to approximately \$11,900.00.

## **C. RELOCATION OF THE TRANSPORTATION DEPARTMENT**

Mr. Robert Sutjak stated that he has had discussions with Dr. Riker about relocating with his employees to the The Learning Center located at the J.T. Lambert bus garage area. He currently has over one hundred and fifty employees which he supervises from his current office location at the administration building. He then stated that in his past experiences, being located with the staff is the most efficient and effective way to supervise. He has always been with his staff in the past which provides the benefit of having more interaction and control of the drivers. Currently where the drivers clock in and where their lounge is located within the T.L.C. building at J.T.L they can utilize one of the rooms for an office area by adding a wall, countertop and shelves as well as adding doors and a doorway. Mr. Sutjak also stated that they could perform trainings in this space as well, while not interfering with school activity. He also stated that with all of the costs associated, including furniture, it can be paid for out of the current Transportation Department budget Mr. Rohner then asked are we confident we could pay it out of the current year's budget. Mr. Sutjak

confirmed that it could be paid out of the current budget. Mr. Sutjak then stated that the north site currently has no supervision and he would like to reinstate a dispatcher at that location. They currently have no management for the forty drivers who report there. He also stated that there were assets up there that needed to be supervised. This past summer we reorganized and changed some functions of our garages so we now have room to create space for a dispatcher. Mr. Bradley then asked if we are looking for a full or part time dispatcher. Mr. Sutjak then replied that we are looking for a full time dispatcher. We currently cover over eight thousand miles a day with one hundred and twenty two vehicles. Currently we have one dispatcher who has allowed us to split her time but we would like to keep her 5am-1pm and move the new one to 11am-7pm, which would insure coverage for after school activities as well. Also any person we hire is required to get their school bus license so that they can be utilized to drive a bus if need be. Mr. Rohner then stated that they would make a motion to move the project forward.

**D. CERTIFICATE OF PAYMENT**

Mr. Scott Ihle submitted to the committee the final payment of \$1850.00 to D'Huy Engineering for the J.T.Lambert Masonry investigation. He also Submitted payment due to D'Huy Engineering in the amount of \$4,539.00 for the soil testing performed on the North Site Paving Project. Mr. Rohner then asked if this would close out the North Site Project to which Mr. Ihle replied he believes that to be correct but will confirm with D'Huy. Mr. Rohner then stated that they would make a motion to move the payment forward.

**E. HIGH SCHOOL NORTH/LEHMAN INTERMEDIATE LOCKER REPLACEMENT**

Mr. Scott Ihle submitted a proposal from A.G Mauro (costars) in the amount of \$25,665.00 to replace ninety two lockers at High School North and Lehman Intermediate. This includes the removal and installation of 92 of the current lockers which are missing doors. This proposal is to remove existing lockers which are made of a hard plastic and replace with metal. Hard plastic doors are no longer being manufactured therefore replacement parts are unobtainable. Any plastic doors that would be removed during this transition can be salvaged and used for future repairs of existing lockers. Mr. Rohner stated every student should have a secure locker and will move this forward. He then asked is this going to be taken out of existing budget. Mr. Ihle responded that it would be coming out of the capital budget.

**F. HIGH SCHOOL SOUTH-SWIMMING POOL BOILER REPAIR**

Mr. Ihle stated that he received a quote of \$11,900.00 from Super Heat Inc, a quote of \$20,500.00 from Leon Clapper, Inc and a quote from H.T. Lyons, Inc for \$20,402.00. Mr. Ihle stated that unfortunately these quotes are not comparing apples to apples. SuperHeat and Leon Clapper both priced out replacing the heat exchanger, while H.T. Lyons only provided pricing to replace the entire boiler. Mr. Ihle stated at this time he does not believe that it is necessary to replace the entire boiler and that he would propose following the recommendation of

SuperHeat to replace the heat exchanger only. Mr. Bradley stated that he wanted a cost effective solution. Mr. Ihle replied that the heat exchanger is the part that is giving us problems not the entire boiler and that replacing the heat exchanger would provide the same efficiency rating as with replacing the entire boiler. Mr. Rohner stated they would motion to move forward.

## **II. ITEMS OF DISCUSSION/UPDATES**

### **A. HIGH SCHOOL SOUTH-SHIPPING CONTAINERS AND TRACTOR TRAILER CLEAN OUT**

Mr. Scott Ihle stated that the two shipping containers and a tractor trailer container at the High School South have been cleared out. He also stated that the three units were empty and there was a discussion to put them up for sale. Mr. Bradley asked if using the units for storage was possible. Mr. Rohner then stated that removal was what was wanted and asked what the next step was. Mr. Ihle stated that he was unsure as to what the next step was and that the containers were too big for maintenance to move. Mr. Rohner stated that perhaps the township could provide us with a trailer to haul the containers to a junk yard.

### **B. DISTRICT VEHICLE REMOVAL FROM J.T. LAMBERT AND HIGH SCHOOL SOUTH-Harry's U-Pull It**

Mr. Ihle stated that Harry's U-Pull It removed the vehicles from the properties.

### **C. PUBLIC PARTICIPATION**

Mr. Rohner then asked if there were any comments from the audience. At that time Mr. Larry Dymond asked if the pool heater was gas fired. Mr. Curtis Beam then replied that yes it was. Mr Dymond then stated that he would not put in a new heat exchanger in the boiler and that he would recommend replacing the boiler entirely due to the age of the boiler. He also stated that since Lyons was giving a quote to replace the entire boiler then perhaps SuperHeat could give a quote for replacement as well. Mr. Rohner asked Mr. Ihle to further investigate replacing the heat exchanger versus replacing the entire boiler and to re-address at next month's P&F meeting. Mr. Bradley then asked if the boiler was new or used to which Mr. Beam responded that the boiler was repurposed.

## **III. ADJOURNMENT** was at 6:56 p.m.

Respectfully Submitted,  
Rebecca Lopez  
Committee Secretary