

**EAST STROUDSBURG AREA SCHOOL DISTRICT  
PROPERTY AND FACILITIES COMMITTEE MEETING MINUTES  
January 11, 2018**

Wayne Rohner called the meeting to order at 5:30pm and led the Pledge of Allegiance.  
Committee Members Present: George Andrews, Larry Dymond, Wayne Rohner, Lisa VanWhy

School Personnel Present: Curtis Beam, Brian Borosh, Matt Hirsch, Scott Ihle and Fred Mill

A motion was made to approve the minutes from the December 7, 2017 meeting along with the agenda for January 11, 2018 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 1, 2018.

**I. ITEMS REQUIRING ACTION:**

**A. D'HUY ENGINEERING - Invoice #46955 \$3,277.50 J.T. Lambert  
Masonry Professional Services - October 28, 2017 - November 24,  
2017**

Mr. Rohner asked if this was final invoice. Josh Grice from D'huy stated this is for services rendered October 28 through November 24 and an additional invoice is on the agenda.

**B. CAPITAL PROJECT - J.T. Lambert Stage Floor Replacement -  
Mastercraft Sports Flooring \$45,432.00**

**C. CAPITAL PROJECT - High School South Stage Floor Replacement -  
Mastercraft Sports Flooring \$58,680.00**

Mr. Ihle stated the photos I am presenting to the committee are of stage floors at both High School South and J.T. Lambert. The pictures do not do justice to the amount of damage there actually is and they are not all inclusive of the entire stage areas. The recommendation from the Facilities Department is option number one of the proposal submitted by Mastercraft. The proposal submitted recommends replacing and resurfacing the stage floor using maple flooring from the front of the stage up to the curtain line. From the curtain line to where the maple flooring will

end is where 4x8 finished plywood, painted black on both sides would begin. The plywood would then continue throughout to the rear of the stage. The benefit of painted plywood would be while the floors are being utilized for plays and such, the user groups have the ability to screw props into the plywood. Over time as the plywood gets used and replacement is necessary, the in house maintenance staff can flip the plywood and expose the underside for use. Mr. Andrews asked did we obtain three quotes for this project. Mr. Ihle stated we did not however Mastercraft is affiliated with Costars, which is a statewide contract that ensures we receive guaranteed competitive pricing with qualified contractors. Therefore it is not necessary to obtain three quotes. Mr. Andrews asked can you just sand down the existing flooring. Mr. Ihle replied the existing flooring has some deep gouges and splintering which can not be sanded down. Mr. Andrews stated should we just take Costars at face value or get three quotes? Is this something we could put out to bid locally? Mrs. Vanwhy stated that you would have to go through the formal bidding process. This requires us to spend money on advertising. Mr. Grice stated there is no guarantee that a local company would put in a bid for this project or win the bid for that matter. Mrs. Vanwhy stated the issue is we have to take the lowest bid and that may not be the best craftsmanship. Mr. Andrews stated if we put it out to bid and do not accept any of the bids can we still go with Mastercraft. Mr. Grice stated I am not sure how long Mastercraft will honor these current prices. Preparing a bid takes time and these quotes are already from October. Mr. Rohner stated should we hold off on this until the next meeting. Mr. Dymond stated yes.

#### **D. CELL SITE - Resica Elementary - Brian Borosh**

Mr. Borosh stated that if you recall a couple of years go we entered into a contract with Verizon to install mini cell sites on our property. By allowing them to do this they in turn gave us a rental fee. Currently the gentleman who set this contract up with Verizon and the District has contacted me about installing a cell phone tower at Resica Elementary with the same rental agreement. Mr. Rohner asked would they be building a tower or use an existing tower? Mr. Borosh stated at this time I do not know but if the board chooses to move forward with this they will submit a formal proposal stating such as well as the monthly rental fee; which would be at market rate. I can contact the gentleman for a formal proposal that would also discuss the exact location of the tower.

**E. NORTH CAMPUS SOUND SYSTEM - Brian Borosh - \$2,478.78**

Mr. Borosh stated when the Board reorganized in November it was proposed that three Board Meetings be held at the North campus. In the past when we held meetings up North it was time consuming and costly to bring the audio equipment back and forth from the administration building to the North campus. I spoke with Dr. Riker about receiving a quote for equipment to be stationed permanently at the North Campus. We received pricing from BH Video and CWW. Most of the items with the exception of one came from BH Video and at a low price. Mr. Rohner stated so the equipment currently stationed up North is not sufficient enough to have a Board Meeting? Mr. Borosh stated for the past six years we have been transporting equipment back and forth. Mrs. Vanwhy stated if this is just a trial meeting why are we spending money on equipment when we have a million dollar boardroom right here. Mr. Borosh stated without permanent equipment it does cost us to transport the equipment back and forth when you factor in manpower and time. Mrs. Vanwhy stated so what happens if we purchase the equipment for this trial run and end up never having permanent Board meetings up North. Mr. Borosh stated we could use the equipment for other events such as graduations, not all of the schools have sound systems. Mr. Rohner stated perhaps we could see how the first meeting in April goes and then revisit this at May's Property and Facilities meeting.

**F. D'HUY ENGINEERING - Invoice #47083 \$4,197.30 J.T. Lambert  
Masonry Professional Services - November 25, 2017 - December 31,  
2017**

Mr. Ihle stated this is for services rendered between November 25 through December 31.

**II. ITEMS FOR DISCUSSION:**

**A. HIGH SCHOOL SOUTH - Two (2) Exterior Signs Replaced at Athletic Fields**

Mr. Ihle stated several months ago it was asked to have to have the signs replaced at the South Campus. As of last month the last of the directional and rules/regulations signs located by the athletic fields have been replaced.

**B. 5 YEAR CAPITAL PLAN**

Mr. Ihle stated the only change from last month's meeting is that the Lehman Intermediate door number 9 project has been board approved and Mr. Beam is in contact with A.G. Mauro to schedule the project to take place this summer.

**C. LEHMAN INTERMEDIATE SINKHOLE VIDEO INVESTIGATION - D'Huy Engineering - Josh Grice**

Mr. Grice stated last spring Mr. Ihle called about a depression outside of the Lehman Intermediate gym which had opened up. We investigated and what we identified was limited to one section of piping we found that inlet boxes were not mortared shut and pipe joints were not completely sealed. The backfill on top of the pipe were large stones not suitable for filtering. After these observations it was recommended to do an on site camera investigation which was recently performed by Masterlocators. Over the course of two days they investigated a cross section of the underground pipes at the North Campus. Masterlocators found numerous deficiencies with the section of piping which they investigated. Including pipes which had collapsed and filled with sediment and not having proper backfill. My recommendation is to do another round of video investigations but this time at multiple sites to verify the extent of the damage.

**D. HIGH SCHOOL NORTH/LEHMAN INTERMEDIATE ROOF REPLACEMENT OPTIONS - D'Huy Engineering - Josh Grice**

Mr. Grice stated last month we discussed moving forward with replacing the High School North and Lehman Intermediate roof. I have now brought back two different options for the committee to review. The current roof is a coal tar system with asphalt. It appears as if the roof drain and detail were not installed properly. Which is what is believed to be causing the leaking issue with the roof. Mr. Grice stated I have two roof options for the committee to review. The first is a built up asphalt roof with multi layers of roof materials so if one layer gets punctured you have another underneath for protection. It does have a higher upfront cost but over time maintenance wise it should last over 20 years. The second option is a single ply rubber roof. The upfront cost is considerable less but it is easier to puncture and over time can shrink and become brittle. Both of these options are under the assumption that we can remove the existing roof and reuse the existing insulation. While the built up roof is twice as much as the roll on rubber roof it is more robust. Mrs. Vanwhy stated the roof we currently have is a coal tar roof with asphalt why should we spend more

money to get the same exact roof as we have now? Mr. Grice stated it is not the same exact roof but it is similar. Mr. Dymond asked is this something we could patch in house? Mr. Grice stated it could but there would be numerous patches on the roof. This would be a project that most likely would have to take two summers to complete. Mr. Ihle stated it is too late to put this out for bid for this summer.

Referring to the Capital Plan Mr. Andrews raised the question as to why the North Campus pneumatic HVAC system is proposed to be replaced with an electronic one. Mr. Beam stated the pneumatic system is antiquated and with all the constant repairs it makes sense to update to an electronic system.

### **III. PUBLIC PARTICIPATION - None**

### **IV. MOTIONS**

1. Motion was approved to move to the Finance Committee invoice #46955 in the amount of \$3,277.50 to D'Huy Engineering for J.T. Lambert Masonry Professional Services October 28, 2017-November 24, 2017
2. No motion was made regarding J.T. Lambert stage floor replacement by Mastercraft Sports Flooring in the amount of \$45,432.00 - Committee requests additional proposals be submitted.
3. No motion was made regarding High School South stage floor replacement by Mastercraft Sports Flooring in the amount of \$58,680.00 - Committee requests additional proposals be submitted.
4. No motion was made regarding the Cell Site - Committee requests more information regarding placement of the unit.
5. No motion was made regarding the North Campus sound system - Postponed by Committee due to North Campus meetings being held only on a trial basis.
6. Motion was approved to move to the Finance Committee invoice #47083 in the amount of \$4,197.30 to D'Huy Engineering for J.T. Lambert Masonry Professional Services November 25, 2017 - December 31, 2017

### **V. ADJOURNMENT - 8:00pm**

Respectfully Submitted,  
Rebecca Lopez  
Committee Secretary