

**EAST STROUDSBURG AREA SCHOOL DISTRICT
PROPERTY AND FACILITIES COMMITTEE MEETING MINUTES
March 1, 2018**

Wayne Rohner called the meeting to order at 5:32pm and led the Pledge of Allegiance.
Committee Members Present: George Andrews, Larry Dymond, Wayne Rohner, Lisa VanWhy

School Personnel Present: Curtis Beam, Scott Ihle, Fred Mill, and Robert Sutjak

A motion was made to approve the minutes from the February 1, 2017 meeting along with the agenda for March 1, 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 April 3, 2018.

There was a motion made by Wayne Rohner to add District Solicitor Chris Brown to the agenda regarding the hiring of a special solicitor regarding the construction of Middle Smithfield, High School North/Lehman and J.T. Lambert schools. Mr. Brown stated I want to get clarification about whether we are ready to hire an outside solicitor. Mr. Rohner stated we have defective construction. This is a breach of contract. Mr. Brown stated do we have the sense that we can point a solicitor towards the right contracts. Mr. Brown stated do we want to go after the architect or all parties involved. Mr. Rohner stated I can not answer that I do not want to close the door on anyone. I think the architect is pretty obvious but it could include the general contractor and subcontractors. Mr. Brown stated my concern is the statute of limitations if you have been aware of issues for quite some time. The question is would a basic building inspection have told you what was wrong with the construction. Dr. Riker stated our issue up north with drainage would not have been known with a building inspection. Mr. Brown stated I think I know which direction the committee wants to take. We can locate a few firms that specialize in construction law and answer any questions quickly. Mr. Rohner stated we would like to speak with them before we settle on an agreement. Dr. Riker stated as I have said before I would prefer the committee not solicit attorneys on their own.

I. ITEMS REQUIRING ACTION:

A. MASTER LOCATORS PROPOSAL FOR CONTINUATION OF GEOPHYSICAL SERVICES LEHMAN/HIGH SCHOOL NORTH \$6,000.00

Mr. Ihle stated as discussed at the last P&F meeting the committee agreed to continue this investigation however I did not have a price associated with this service. Now that I do have a price would the committee want me to move forward with the sinkhole investigation. Is this something we can proceed with now or do we need to wait for Board approval. Dr. Riker stated the committee has no authority to move forward with the work but it can be placed on the Board agenda.

B. RECOMMENDATION FOR COMMITTEE TO CONTRACT D'HUY ENGINEERING TO PREPARE BID SPECIFICATIONS FOR J.M. HILL ELEMENTARY SIDEWALK/CONCRETE REMOVAL AND REPLACEMENT

Mr. Ihle stated attachments 1 thru 3 are proposals from masonry contractors for work to the sidewalks at J.M. Hill. The fourth attachment is D'Huy's fee should we choose to move forward in putting together a bid specification for this work. My point in getting these estimates was to do my due diligence in confirming that this project would take us over the \$21,000.00 bid threshold. If we were to add this to the five year capital plan it is an estimate of \$55,000.00.

C. RECOMMENDATION FOR COMMITTEE TO CONTRACT D'HUY ENGINEERING TO PREPARE BID SPECIFICATIONS FOR RESICA ELEMENTARY GREENSAND FILTRATION SYSTEM \$50,000.00

Mr. Ihle stated Josh Grice from D'Huy is here to answer any questions the committee may have. Mrs. VanWhy asked will this solve the water issue at Resica. Mr. Ihle stated we do not know what the original source to our issue currently is at Resica. This will not correct the source of the problem with the water at Resica. The thought process with Prosser and D'huy is that this would at least hold us over until we could figure out the reason for the brown sediment in the water. We do not know how long it will take to rectify this issue therefore we thought at least with this filtration system the students would have clear drinking water. Mr. Andrews stated filtration will not fix the problem it is a short term solution. Why would we want to spend that amount of money. Mr. Ihle stated I do not know that the committee would want to but I am submitting this as an option. Mr. Grice stated the

filtration system would improve the water immediately and it can be left in place for long term use. The filters would act as a clarifier for the building.

D. RECOMMENDATION FOR COMMITTEE TO CONTRACT D'HUY ENGINEERING TO SEEK PRICING FOR IMPROVEMENT OF SECURITY CONTROL AT MAIN ENTRANCES OF ALL TEN (10) DISTRICT'S SCHOOL BUILDINGS

Dr. Riker stated there are recommendations being made to enhance security and safety at visitor entrances. Some recommendations are mantraps in the front entrances of the building, which are nothing more than having a two door system. You get into one door but not access to the school itself. Another idea is scanning students ID's as they enter the buses. Mr. Sutjak stated this is something we currently do on the small school buses. Dr. Riker stated so we are basically presenting options for the committee to consider. An idea would be to have D'Huy on retainer and create a an outline for these projects and others that may come up in the future. The benefit of this is a fixed monthly fee as opposed to being constantly billed for every project. Mrs. VanWhy stated will you come up with a price for this service. Mr. Grice stated yes we can state our monthly fee and outline projections up to a certain bid price what the fee would be and adjust accordingly.

E. J.T.LAMBERT - P.A. System Replacement C.S.I. Proposals

Dr. Riker stated Mr. Borosh proposed two options for this P.A. system. Option one would cost \$58,800.00. With that you could page directly into the system even with a mobile device. Administrators would not have to be in the central office. They could make announcements right into the classrooms straight from their mobile phones. I will say there is a phone in every classroom that can be used to call into the classroom now. The second option, which has a cost around \$32,420.00 would not allow you to page directly into the classroom however, you would still be able to page into the hallways, gyms and the T.L.C. building. According to Mr. Borosh J.T. Lambert has the oldest P.A. system of all the schools, having been installed in 1992. It is now showing its age and having some malfunctions. We are trying to move all the systems from analog to digital and this would tie into the server we purchased last year for the North Campus allowing the systems to be managed centrally.

F. RESICA ELEMENTARY - Rental of Ten (10) Water Coolers From Tulpehocken Spring Water With An Approximate Cost Of \$380.00 Per Month

Mr. Ihle stated due to the issue with the water in Resica we are looking to place 10 cold water coolers for the time being so that the students and staff have clear drinking water. Mrs. VanWhy stated I do not think there is a question that we need this in the building

II. ITEMS FOR DISCUSSION:

A. D'HUY DISTRICT ASSESSMENT 2015 HAND-OUT

B. 5 YEAR CAPITAL PLAN

Mr. Ihle stated last month the committee asked me to furnish them with the D'Huy District assessment plan from 2015. We were trying to prioritize this list in relation to the 5-year capital plan. The assessment from D'Huy is grouped by school regardless of priority. Mr. Andrews stated we are four years in so is most of this work completed? Mr. Grice stated very few items on this list have been completed. The higher priority projects have been started but this is a living document so projects may come up, such as J.M. Hill paving that were not on the original assessment. Mr. Ihle stated I have my own list of items that have been completed in-house. Mr. Dymond stated could we cross off more of the smaller items on this list if we hired more maintenance staff. Dr. Riker stated Mr. Ihle has made that recommendation. Some of the items on this list are routine maintenance. The purpose for the assessment is to give the committee something to budget for in the next five years.

Mrs. VanWhy asked Mr. Sutjak how is the bus situation with the repairs. Mr. Sutjak stated we completed all the repairs that needed to be done on our end. We are now waiting for the bus company to finish their part. Mr. Dymond asked are the seats on the big buses being fixed? Mr. Sutjak stated that we are currently working on them. They have a five year warranty.

Mr. Sutjak stated he was in talks with the M.C.T.I. horticultural teacher and they took measurements at J.M.Hill to replant some trees. The teacher has stated to me their plan is to bring a design plan, presented by the children, to the Board. I spoke with the Ted, who works for the Borough and he asked why did we not cut down more trees. He stated we should cut all the trees and he could donate some to replant.

III. PUBLIC PARTICIPATION - None

IV. MOTIONS:

- A. Motion was approved to move to the Finance Committee the proposal for the continuation of geophysical services by Master Locators at Lehman/High School North in the amount of \$6,000.00
- B. Motion was approved to move to the Finance Committee to contract D'Huy Engineering to prepare bid specifications for J.M.Hill Elementary sidewalk/concrete removal and replacement
- C. No motion was made to approve to move to the Finance Committee to contract D'Huy Engineering to prepare bid specifications for Resica Elementary greensand filtration system in the amount of \$50,000.00
- D. Motion was approved to move to the Finance Committee to contract D'Huy Engineering to seek pricing for improvement of security control at main entrances of all ten District's school buildings.
- E. Motion was approved to move to the Finance Committee the second option of \$32,420.00 for the J.T. Lambert P.A. system replacement.
- F. Motion was approved to move to the Finance Committee the rental of ten cold water coolers from Tulpehocken Spring Water with an approximate cost of \$380.00 per month.

Motion was approved for District Solicitor Chris Brown to seek out law firms that specialize in in construction law.

V. ADJOURNMENT - 7:06 PM

Respectfully Submitted,
Rebecca Lopez
Committee Secretary