

**EAST STROUDSBURG AREA SCHOOL DISTRICT
PROPERTY AND FACILITIES COMMITTEE MEETING MINUTES
August 2, 2018**

Wayne Rohner called the meeting to order at 5:36pm and led the Pledge of Allegiance. Committee Members Present: George Andrews, Larry Dymond, Wayne Rohner, Lisa VanWhy

School Personnel Present: Brian Baddick, Curtis Beam, Scott Ihle, Fred Mill, Daryle Miller and Robert Sutjak

A motion was made to approve the minutes from the July 5, 2017 meeting along with the agenda for August 2, 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 September 6, 2018.

I. ITEMS REQUIRING ACTION:

**A. J.T. LAMBERT STAGE FLOOR REPLACEMENT
UPDATE/RECOMMENDATION**

Mr. Ihle stated J.R. Flooring was awarded the bid for the J.T. Lambert stage floor replacement however they have since rescinded their proposal. After removing some sections of flooring and seeing it is a clip and track system, they feel not only did they underbid but that they do not have the skill set necessary to replace this type of floor. My recommendation is for an engineering firm to put this out to bid along with the High School South stage floor.

B. RFP - SPECIAL SOLICITOR

District solicitor Chris Brown stated he was presenting this RFP for approval from the committee to solicit a special attorney. It is states everything the committee asked for in respect to being experienced in law related to construction and maintenance of schools. The qualifications discussed in the document state the attorney should be licensed to practice law in pennsylvania with a minimum of five years of experience working with a school district. Mr. Rohner stated I do not want the RFP to impose time limits as the case may extend past the proposed end date.

Mr. Brown stated the purpose of time limits is to give the attorney's a sense of an end date in case they want to renegotiate their contract after a few years. Mr. Rohner asked what is the purpose of asking solicitors for a negative reply if they choose to not bid on the project. Mr. Brown stated the purpose is to send to a handful of firms and if we get negative feedback to build from that and evaluate any issues.

C. JONES MASONRY RESTORATION - J.T. Lambert Application For Final Payment \$17,977.85

Mr. Ihle stated this is the final payment for the J.T.L. and North campus masonry work. We were holding this payment until the site wall lights at J.T. Lambert were completed.

D. D'HUY ENGINEERING - J.T. Lambert Masonry Professional Services Invoice - Final Payment \$146.65

Mr. Ihle stated this is also for the J.T.L. and North masonry project. We were holding off on the final payment until Jones Masonry had completed their work as D'Huy was overseeing the project. Mr. Rohner asked if this is the final payment and has the township signed off and awarded a certificate of occupancy. Mr. Ihle stated I am unsure if they have. Mr. Rohner stated If they have not then I will not agree to this payment.

E. H.S.N./LEHMAN CAFETERIA - PROPOSALS FOR REMOVAL OF PAINT CHIPS FROM CEILING

Mr. Sutjak stated at the last meeting I presented two proposals to remove the paint chips from the North and Lehman cafeteria ceilings. Today I am presenting a third from VLS Painting. Mr. Rohner stated the estimate from Amato Painting appears the same as last time. Mr. Sutjak stated yes I reached out to Amato about including the lift in their estimate and they never returned my calls. Mr. Ihle stated looking at VLS proposal they have included sales tax which should be removed. Mr. Rohner stated we are only interested in removing paint chips at this time because until the roof is fixed this issue will continue.

F. SEAL COATING PROPOSALS - ADMINISTRATION PARKING LOT H.S.S. BUS LOADING AREA

Mr. Sutjak stated at the last meeting I presented a proposal to have the District parking lots seal coated. I was asked to obtain two more which I now have and would like to move forward with the project before school

starts. Mr. Dymond asked if the money is budgeted for. Mr. Sutjak stated yes the money is budgeted for within my department.

**G. J.T. LAMBERT FOOTBALL & BASEBALL SCOREBOARD(S)
REPLACEMENT - NEVCO \$16,709.48**

**H. J.T. LAMBERT FOOTBALL & BASEBALL SCOREBOARD(S)
INSTALLATION ONLY \$4,995.00**

Mr. Ihle stated this project is part of the 2017-2018 capital plan which the committee asked our department to move forward with. This project was originally budgeted for \$40,000.00 and either option is priced well under that. Mr. Dymond stated I recently went to the fields and they are in horrible condition. If we are going to spend sixteen thousand dollars I would rather invest it in the field and not the scoreboards. Mr. Ihle stated maintenance of the fields can be discussed with the transportation department as they oversee grounds. Mr. Sutjak stated why doesn't the football team use the south stadium for games and the J.T.L. field solely for practice then they would not need a scoreboard. Mrs. Vanwhy stated I asked Scott to move forward with items on the capital plan which is why he is presenting this. It is under budget as well. Perhaps we should see if there are any conflicts with the teams playing at the south stadium and do what is best for the students.

II. ITEMS FOR DISCUSSION:

A. RESICA WELL - KNIGHT DRILLING

Mr. Ihle stated I was asked to contact Knight Drilling to find out the depth of the well at Resica Elementary. After speaking with Knight Drilling I was told they no longer have any records of the work performed at Resica. They referred me to the consulting engineer however they no longer have any records of the work done at Resica either. I did ask if drilling deeper would avoid the magnesium problem we are currently having. Knight Drilling informed me that the deeper you drill the more minerals you may find. It does not guarantee that you could avoid the issues we are currently having at Resica by simply drilling deeper. Furthermore new well testing would cost several thousand dollars. Mrs. Vanwhy stated there would be no guarantee if we drilled elsewhere that we wouldn't have the same issue.

B. LEHMAN GYMNASIUM FLOOR WATER DAMAGE

Mr. Ihle stated in July that there were severe storms which caused heavy water damage to the Lehman gym floor. Our custodians did their best to clean up the water but the damage had already been done. The wood has become warped and there is severe cupping. We did submit this to our insurance company and are awaiting the results from the adjuster to determine what is covered. Miller flooring has submitted two proposals to our insurance company. One would be to replace the floor the other simply to repair. What I am asking the committee is if the insurance company does not approve either replacing or repairing the floor would you want me to wait until September to obtain three quotes or can we move forward with Miller Flooring's proposal since they are Costars we would not need any other bids. Mr. Rohner stated I do not want to streamline the process there is no urgency let us see if insurance will cover the costs and take it from there.

C. MIDDLE SMITHFIELD - MUSTY ODOR CONCERN

Mr. Ihle stated we are aware there are roof leaks at Middle Smithfield however recently there were concerns of a musty odor in the rooms. I spoke with the daytime custodian who stated he did not smell any musty odors. He did inform me they were shampooing the rugs and that does create an odor which will eventually dissipate.

D. PURPLE PIT SCOREBOARD

Mr. Rohner stated the purple pit scoreboard was damaged due to recent storms. He asked what the status of the repairs were. Mr. Miller stated Future Signs will come and give us a price quote. Mr. Rohner asked is this something insurance will pay for. Mr. Sutjak stated he will ask the athletic director what the extent of the damage is. Mr. Rohner stated there is equipment being damaged by high winds because items need to be secured. These are preventable accidents.

E. RESICA ROOF LEAKS

Mr. Ihle stated we have had roof leaks at Resica for quite some time now. These repairs are on the 5-year capital plan under the years 2019-2020. I am asking if the committee would want to place the roof in the 2018-2019 years instead. Mr. Rohner stated please pull the original plans so that we can create bid specifications based off of that. We do not need D'Huy to create a bid spec for us. Mr. Dymond stated we should find a quote for

both shingles and a metal roof and compare which is the most cost effective.

F. J.M. HILL - SIDEWALK REPLACEMENT UPDATE

Mr. Ihle stated Northeast Masonry began the construction process this week. They have demoed the rear staircase leading to the gym as well as smaller stairs and pads into the cafeteria as well as the entire front walkway.

G. 5-YEAR CAPITAL PLAN UPDATE

Mr. Dymond stated he had a question for Chief Mill. He asked what the status was on the card readers being placed outside of schools. Chief replied they are working on obtaining a grant and already have a vendor once they secure funding.

Mr. Ihle stated the District and IU 20 are currently in each elementary school creating a sensory room which is designated for students that need calming effects. Mr. Baddick stated this would be a therapeutic location for teachers to take students with behavioral needs. Our population is continuing to increase and at Resica Elementary alone we have had to add a second autistic class due to the students coming into the District. We have visited other Districts such as Pocono Mountain and observed their sensory rooms. What we would like to do is secure the pod at Resica for these sensory rooms. We would need to construct secure walls and doors as well as installing mats, trampoline and swings that cater to special needs. We are looking to maximize the space which is currently being used for storage by constructing a wall. Estimates from contractors price the wall at four thousand dollars. Mrs. Vanwhy stated can we obtain three quotes for the wall since the cost is almost at five thousand dollars. Mr. Baddick stated we are also seeking to spend over forty thousand dollars on equipment and renovations that we cannot obtain grants for. Therefore we asking to be placed on the 5-year capital plan otherwise we cannot move forward.

III. PUBLIC PARTICIPATION - None

IV. MOTIONS

- A.** There was no motion required regarding J.R. Flooring rescinding their offer to replace the stage floor at J.T. Lambert. Mr. Ihle asked would the Board have to formally rescind the bid award due to breach of contract.

- B.** Motion was approved to move to the Finance Committee the RFP for a special solicitor with minor adjustments made in respect to time limitations.
- C.** Motion was approved to move to the Finance Committee payment to Jones Masonry Restoration in the amount of \$17,977.85 pending proof of the Certificate of Occupancy by Smithfield Township.
- D.** Motion was approved to move to the Finance Committee payment to D'Huy in the amount of \$146.65 for the J.T. Lambert masonry project.
- E.** Motion was approved to move to the Finance Committee the recommendation of VLS Painting's proposal of \$4,316.60 for the removal of paint chips in the North High School/Lehman Intermediate Cafeteria.
- F.** Motion was approved to move to the Finance Committee the recommendation of Karl Moeller's proposal of \$10,547.88 for the seal coating of the administration parking lot and H.S.S. bus loading area.
- G.** No motion was made regarding the replacement of the J.T.L. football and baseball scoreboard(s)
- H.** No motion was made regarding the installation of the J.T.L. football and baseball scoreboard(s)

V. ADJOURNMENT - Meeting adjourned at 7:37pm

Respectfully Submitted,
Rebecca Lopez
Committee Secretary