

**EAST STROUDSBURG AREA SCHOOL DISTRICT  
PROPERTY AND FACILITIES COMMITTEE MEETING MINUTES  
October 3, 2019**

Wayne Rohner called the meeting to order at 5:33 pm and led the Pledge of Allegiance.  
Committee Members Present: Larry Dymond, Keith Karkut, Wayne Rohner

School Personnel Present: Brian Borosh, Kane Furst, Scott Ihle, Chief Mill, Daryle Miller, Dr. William Riker, Denise Rogers

Non-School Personnel Present: Kimberly Deblasio, Josh Grice

A motion was made to approve the minutes from the September 5, 2019 meeting along with the agenda for October 3, 2019 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 November 7, 2019.

**I. ITEMS REQUIRING ACTION:**

**A. EAST STROUDSBURG ELEMENTARY CAMERA PROJECT (CAPITAL PLAN)**

Brian Borosh stated on the 5-year capital plan item 13 lists Middle Smithfield camera upgrades. This item was actually paid for out of my department budget. I am asking for this money to be allotted instead to cameras for East Stroudsburg Elementary. Mr. Karkut stated why is there nothing listed in the future for cameras for other buildings. Mr. Borosh stated there are only two schools left that need cameras. East Stroudsburg Elementary is one and J.T. Lambert is the other. With J.T. Lambert however we were able to pay for those cameras out of a safety grant the District received. Mr. Karkut stated well I think we need to move forward with this. It is a safety issue.

**B. ITEM REMOVED - Per Committee**

**C. THREE (3) YEAR DISTRICT WIDE GENERATOR SERVICE AGREEMENT**

Mr. Karkut stated I would like to make a recommendation that we seek out references from the lowest bidder which is Critical Systems, before we put this to a vote. I have some concerns regarding their work and service response time. Mr. Dymond asked have the generators been serviced? Mr. Ihle stated they have and would not need to be serviced again until February. Would the committee want references from the lowest bidder prior to the finance meeting. Mr. Karkut stated

if you can have this for the finance meeting then the board can vote on it at the board meeting. Mr. Rohner stated that we have time to act on this and that we can discuss again at the November P&F meeting.

**D. J.T. LAMBERT STAGE REPLACEMENT INVOICE - Division 09 - \$36,400.00**

Mr. Ihle stated this work has been completed and is satisfactory. Mr. Karkut stated were the electrical boxes kept red? Mr. Ihle stated I did not notice but if not that is something we can paint in-house.

**E. BASEBALL BATTING CAGE QUOTES**

Mr. Furst stated we are presenting three quotes for a 60 foot batting cage. We would like to go with the lowest bid which is JGB Sports. They sent a representative here to look at our facilities before they supplied us with a quote. Mr. Karkut stated in the JGB Sports quote they do not have a lift gate included. Mr. Ihle stated we can have someone operate a forklift and deliver to the auxiliary gym.

**F. D'HUY ENGINEERING INVOICES**

Mr. Karkut stated some of these invoices involve investigating the north roof, did anything ever come of that. Mr. Grice stated we are taking our findings from the investigation and having a meeting with Lyman & Ash on October 21 to address them.

Mr. Karkut stated we spoke about having a wrestling room up north. Have you and Mr. Ihle looked at options as far as space requirements. Mr. Grice stated we have created two sketch plans. One is for the wrestling room up north and the other is for the nurses suite at J.M. Hill. We plan to send those to Mr. Ihle soon.

Mr. Dymond stated is there any progress on the MSE and Resica water systems. Mr. Grice stated those two projects along with the carpet replacement and lagoon liners are currently being worked on. We have started documentation for those projects to be put out to bid.

**G. APPLICATIONS FOR PAYMENT**

**1. Northeast Masonry - J.M. Hill Sidewalk Replacement \$6,608.50**

**2. Northeast Masonry - J.M. Hill Sidewalk Replacement \$5,417.00**

Mr. Dymond stated I thought we held six thousand dollars from Northeast Masonry until the work was complete. Mr. Grice stated the work is complete. One of the payments is for the retainage fee that was held and the other is the final payment for the project.

**3. Guyette Communications - North Campus Camera Installation \$82,605.40**

No discussion

**4. CRCS Inc. - High School South Camera Installation \$66,365.35**

No discussion

**5. Jottan Inc. - High School North Roof Replacement \$430,171.08**

Mr. Dymond stated this is not the final payment for this project. Mr. Grice stated no there will be at least one more payment. They are finishing up a few more edges and metal overhanging.

**6. C&D Waterproofing - Resica Roof Replacement \$78,601.50**

No discussion

**7. Trane - High School North/Lehman ATC Controls \$424,072.99**

Mr. Dymond stated it does not appear that water is still pouring out over the cooling tower. When are they going to repipe it? Mr. Grice stated we are aware of the leaks. We feel they are from the basin and not the joints. Trane is still investigating the issues. There is still a retainage being held by the district. This is not the final payment to Trane. We are going to meet with Trane on Monday to discuss the progress of this project.

Mr. Dymond stated moving forward when we put items out to bid I do not just want a number. I want to see exactly how much parts cost. For example the controls project up north. I want to see exactly how many controls we are receiving. How many miles of wire. How many man hours. Mr. Grice stated from a bid stand point you can not get that kind of detail. They are simply projecting what the project will cost as a whole. It will be very difficult to get details such as cable length for a bid.

**II. ITEMS FOR DISCUSSION:**

**A. G-MAX TESTING OF FOOTBALL FIELD**

Mr. Miller stated the grounds department recently had a g-max test done on the football field. Our current rating was 163 where testing was performed. You do not want to go over 200. Mr. Karkut stated is the point of the test to determine the durability of the field? Mr. Miller stated you want to make sure the field is safe to play on. Dr. Riker stated the reason for the test is last month we spoke of capital projects we would want completed in the summer. The information from this test suggests we do not have to replace the field this summer. Mr. Miller stated the company who performed this test feels we can utilize the field safely for about three more years. Mr. Karkut stated the last time this test was performed the company stated the field has about two years left, now you are saying we have three. Ms. Rogers stated typically a field will have a 10-12 year life expectancy. Chief Mill stated the field was done in 2009.

**B. 5 YEAR-CAPITAL**

Dr. Riker stated the facilities department and I have reviewed a 23 page document D'huy engineering provided back in 2015. We are determining which projects should be paid out of the capital fund and which should be paid out of the general operating budget. My short term goal would be to perhaps redo this capital plan. Maybe it is not a 5-year plan, maybe it becomes a 10-year plan. We may need to adjust the amounts and take into account the difference between what money was allotted and how much we have left. Do we borrow or raise funds to makeup the difference? If we look at all these projects what is the prioritization. What we are asking the committee to do tonight is to review the 5-year capital plan and determine which projects they would like completed this summer. It may be best for the committee to get together and determine what projects they deem a priority that they can bring back to the board as a whole and make recommendations.

### **C. CURRENT CAPITAL PAYMENTS**

No discussion

### **III. PUBLIC PARTICIPATION**

No discussion

### **IV. MOTIONS**

- A. No motion was made regarding the East Stroudsburg Elementary Camera Project (5-year capital plan)
- B. Motion made to move to the Finance Committee payment to Division 09 in the amount of \$36,400.00 for the replacement of the J.T. Lambert stage. Motion seconded, all approved.
- C. Motion made to move to the Finance Committee the lowest bid for the High School South Batting cages by JGB Sports LLC in the amount of \$25,585.07. Motion seconded, all approved.
- D. Motion made to move to the Finance Committee payment to D'huy Engineering for the following invoices:
  - 1. Invoice #49976 \$25,000.20 - High School North Roof Replacement
  - 2. Invoice #49980 \$3,938.25 - Trane Controls Oversight
  - 3. Invoice #49977 \$1,577.48 - High School North Roof Replacement
  - 4. Invoice #49978 \$4,674.01 - Resica Roof Replacement
  - 5. Invoice #49979 \$479.83 - North Campus Surveillance Cameras
  - 6. Invoice #49982 \$1,163.99 - High School South Cameras
  - 7. Invoice #49981 \$559.99 - High School North/Lehman Water Heater ReplacementMotion seconded, all approved.
- E. Motion made to move to the Finance Committee payment of the following applications:
  - 1. Northeast Masonry - J.M. Hill Sidewalk Replacement \$6,608.50
  - 2. Northeast Masonry - J.M. Hill Sidewalk Replacement \$5,417.00

3. Guyette Communications - North Campus Camera Installation \$82,605.40
4. CRCS Inc. - High School South Camera Installation \$66,365.35
5. Jottan Inc. - High School North Roof Replacement \$430,171.08
6. C&D Waterproofing - Resica Roof Replacement \$78,601.50
7. Trane - High School North/Lehman ATC Controls \$424,072.99

Motion seconded, all approved.

**V. ADJOURNMENT** - Meeting adjourned at 7:40pm.

Respectfully Submitted,

Rebecca Lopez

Committee Secretary