

**EAST STROUDSBURG AREA SCHOOL DISTRICT
PROPERTY AND FACILITIES COMMITTEE MEETING MINUTES - ZOOM
MEETING
May 6, 2020**

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

School Personnel Participants: Bill Gouger, Scott Ihle, Daryle Miller, Dr. William Riker

Non-School Personnel Participants: Josh Grice

A motion was made to approve the minutes from the April 1, 2020 meeting along with the agenda for May 6, 2020 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 June 3, 2020.

I. ITEMS REQUIRING ACTION:

A. APPLICATION FOR PAYMENT

**1. C&D Waterproofing - Resica Elementary Roof Replacement
\$9,860.00**

Mr. Grice stated this is not the final bill it is a monthly progress payment. They still have a punch list to complete. There is still a balance and retainage for this project. I imagine the next payment will be the final payment.

B. D'HUY ENGINEERING INVOICES

1. Invoice #50965 \$1,350.14 - High School North Roof Replacement

Mrs. Vanwhy stated this is for D'huy invoices. Are there any questions? Let's begin with High School North. Mr. Andrews stated we had the prior billing and now this is a new invoice amount. Mr. Grice stated yes, this is a new invoice.

**2. Invoice #50966 \$1,005.25 - Resica Elementary/Middle Smithfield
Elementary Water Filtration**

Mrs. Vanwhy asked are there any questions regarding the Resica Elementary/Middle Smithfield Elementary water filtration? Mr. Rohner stated I have some questions. Have we accepted a proposal for the water filtration system. Mr. Grice stated for us you have accepted a proposal in regards to the engineering fees. We have begun this as a capital project. Mr. Rohner stated I am seeing on some of the invoices the fee is 7% while on others it is 7.5%. How is this based on

construction costs if we have not begun construction. Mr. Grice stated this is based on estimated costs. Once we get an official construction cost we adjust the number. These percentages are all related to our retainer agreement. Mr. Rohner asked what is the current status of the bid proposals? Mr. Grice stated we are still going through the permit process with D.E.P. From a paperwork perspective we are hoping to be completed within the next month. Technically the bid documents are in good shape. We are just waiting on the permit. Mrs. Vanwhy asked, is the permit being held up due to the coronavirus? Mr. Grice stated to an extent. What is going on is that even though this is an onsite water system D.E.P is making us go through a public system based off of the levels of manganese we are filtering in these schools. There is just a lot of red tape. Mr. Andrews asked are we putting a water filtration system in both schools? Mr. Grice stated yes, we are installing a green sand filtration system that could handle the levels of iron and manganese that we are trying to filter. In the case of Resica the water would go to the tower first. Mr. Rohner stated I am going to ask for copies of letters of correspondence regarding spray irrigation as well as Resica and Middle Smithfield from the D.E.P. What are the fees? Mr. Grice stated I can get those to you later. Mr. Rohner asked what do you believe the costs will be for Resica Elementary? Do you believe these estimates are accurate? Mr. Grice stated the difficulty with Resica is with respect to the sanitary system; these filters have a backwash system. We do not have access to the sanitary system. We believe the D.E.P. is making us go through a holding tank to filter the backwash. Depending on that will determine the costs. We are pretty confident that if we need a holding tank that the D.E.P. will not let us discharge the backwash like storm water into the sanitary system. Mr. Rohner asked what is wrong with our sanitary system at the school? Mr. Grice stated that is the argument we are trying to make but it is not being viewed in the same respect. Mr. Dymond stated what about running it into the sewer system in the kitchen. Mr. Grice stated we are trying to determine how much interior demolition we would need to make that happen. However it looks like the holding tank is the way to go. Mr. Rohner asked how often does the tank have to be pumped? Mr. Grice stated it is dependent on the flow rate. I am thinking about once a month. Mr. Rohner stated would you say it would cost about \$300.00 a month. Mr. Grice stated I can not say. We do not even have the size of the tank yet. Mr. Rohner stated I remember we spoke about having American Water Company supply the schools with water. I also remember that it would cost around \$300 thousand dollars to do so. It seems to me we are going to get pretty close to that price now. I think I prefer the idea of working with the water company and avoiding having to deal with Prosser and the D.E.P. Mr. Ihle stated American Water estimated the cost to exceed \$300 thousand dollars however that would only bring them up to the school property line and approximately 30 feet of excavation would be required of the District. Mrs. Vanwhy asked would American Water charge us a fee? Mr. Rohner stated yes but long term we will have a monthly fee to empty the tank. There are maintenance fees to think of too. Prosser has to be there as well. What is the annual fee they are charging us at Resica? Mr. Dymond stated the other issue is there are

communities like the Country Club of the Poconos whose water is not much better than ours. People complain of the water. Mr. Rohner said that is ok. D.E.P. is saying their water is good. Mr. Dymond asked, what is the estimated costs between the two schools for the filtration system? Mr. Grice stated between the two schools around two hundred thousand dollars. Mr. Dymond stated we can dig around the building to the pump station. Mr. Rohner stated I do not see why we can not put the backwash into the central sewer system. Mrs. Vanwhy asked is that an option we can look at? Mr. Grice stated I can get a cost comparison. Mr. Dymond asked is there a way we can reach out to a geology expert, perhaps dig a thousand foot well? If we hit a good vein of water we would not need a filtration system. Mrs. Vanwhy stated we already had that conversation that is how we got to this point. Mr. Rohner stated I think going with the water company may be the way to go. Mr. Dymond stated what if we dig a deeper well and not filter the water. Mrs. Vanwhy stated we are still going to have to follow D.E.P. regulations. Why go through the trouble of digging a well we have already come this far. How long have we been discussing this? Mr. Rohner stated, over two years but the scope of the project just got bigger tonight. Mrs. Vanwhy stated I do not want to spend another year discussing this. Mr. Rohner stated we need to at least find out our options.

3. Invoice #50969 \$9,000.00 - J.T. Lambert/Resica Elementary Flooring Replacement

Mr. Rohner asked will the flooring amount be adjusted with respect to the contract amount. Mr. Grice stated with the retainer the way the capital fee is set up it goes based off of the construction costs. We estimate those costs until a bid is finalized. Mr. Rohner stated I need more information on your invoices rather than generic services rendered. Everything is based on an estimated construction costs amount. Mr. Grice stated I am looking at the invoice now and the next invoice you will receive will have an adjusted amount based on the actual bid costs.

C. CINTAS PROPOSAL FOR DISTRICT FIRE SAFETY SYSTEMS/KITCHEN SPRINKLER SYSTEMS/FIRE EXTINGUISHERS

D. KEYSTONE FIRE PROPOSAL FOR DISTRICT FIRE SAFETY SYSTEMS/SPRINKLER SYSTEMS/FIRE EXTINGUISHERS

Mr. Rohner stated it is pretty obvious that Cintas is the lowest bidder.

E. KEYSTONE PROPOSAL TO CONVERT J.M. HILL FIRE SYSTEM OVER TO CELLULAR INSTEAD OF NORMAL PHONE LINES

F. KEYSTONE LIFE SAFETY SYSTEM SERVICE AGREEMENT J.M. HILL

Mrs. Vanwhy stated this makes sense. Are the other schools on a cellular network? Mr. Rohner asked, is an antenna needed? What is the benefit of this? Mr. Dymond stated I may be able to speak to this. What is happening is the school has old copper wires which are giving a lot of false reports. If we moved to

wireless we would eliminate a lot of false reports. Also if there was a power outage the building would still have better continuity and the fire and security systems would not be down as long. Mr. Rohner asked, is the Verizon phone line above ground? Mr. Dymond stated yes, this is my understanding. Mrs. Vanwhy stated I do not have a problem with this. Should we vote on this? You are on the Finance Committee Larry so you can explain this to the committee. Mr. Dymond stated this has been worked on for over a year. Mr. Rohner asked what are these false alarms? Mr. Dymond stated the building can receive false alarms for either security or fire. Mr. Rohner asked if 911 was receiving those calls. Mr. Dymond stated it is not 911 receiving those calls but a monitoring service. The third party is Royal Security. Mr. Gouger stated, basically the phone lines go down quite a bit and Verizon keeps disconnecting. When that happens Royal Security sends us an alarm. Every time Royal Security sends us a notification we receive a bill. This would help to eliminate that.

II. ITEMS FOR DISCUSSION:

A. HIGH SCHOOL SOUTH STADIUM BLEACHER PAINTING/HIGH SCHOOL NORTH GYMNASIUM DUCTWORK PAINTING

Mr. Miller stated I met with Don from Gleco Paints and we looked at the North gym. The material on the duct work on the ceiling in the gym needs to come off. Don recommended a sandblast to do this which would take it out of my hands. If we were to repaint over the top of the ductwork we would be back in the same position we are in now. The ductwork is galvanized and would require a special primer which it seems was not applied in the original installation. Mr. Rohner stated we are looking to replace the floor in the gym. I do not want sandblasting done over a new gym floor. Mr. Miller stated I am not set up to sandblast. I am not sure if this is something that needs to be put out to bid. Mrs. Vanwhy asked when is the gym floor scheduled to begin. Mr. Ihle stated Miller Flooring can begin demolition of the floor as early as Monday. It is up to the District to give the green light on when to begin. Miller Flooring does not have the materials to begin installation yet but they can begin demo at any time. Mr. Rohner asked can we just encapsulate the ductwork? Mr. Dymond stated when you have galvanized steel you need a special primer. Mrs. Vanwhy asked can Gleco Paints give any recommendations? Mr. Miller stated they can recommend contractors. Mrs. Vanwhy stated does Mr. Grice need specifications for this? Mr. Grice stated we can begin to put something together. Mr. Rohner asked is there any way we can put fabric installation over the ductwork? Is the only option to sandblast? Mr. Grice stated my only input is that this is a varsity level gym you do not want to wrap and conceal the ductwork. This is a showcase gym, I would recommend sandblasting and repainting the ductwork. Mr. Miller stated is there a way we could delay the gym floor until the ductwork could be repainted? Dr. Riker stated let's keep in mind if school was still in session the gym floor would not begin until after June 2, so we have sometime. Mr. Miller stated I will begin on this right away. Mrs. Vanwhy stated what can you tell us about the High School South stadium? Mr. Miller stated I took Don from Gleco Paints to look at the

bleachers at the stadium and he recommended a variety of products for us to use. He also stressed the importance of prepping the bleachers for repainting. It is as simple as using 5000 psi pressure washer and then the repainting can be done by my crew over the summer.

B. 5-YEAR CAPITAL PLAN

No Discussion

C. CURRENT CAPITAL PAYMENTS

No Discussion

III. PUBLIC PARTICIPATION - None

Mr. Rohner stated I want to add some discussion items to the agenda. I wanted to add the North boilers. We have cracked boilers and two new boilers. We also have the South stadium purple pit repairs. We got together a few months ago to discuss summer projects and there were a few items we had to transfer. Mr. Rohner also asked what is the status of the South pool? Did we accept a proposal? Mr. Ihle stated we did not accept a proposal. Mr. Grice stated we are preparing bid documents for crack repairs of the concrete shell and replacement of the tile liner of the pool. Mrs. Vanwhy asked how far have you gotten? Mr. Grice stated we still need a few more weeks to get technical drawings together. We also need to know what is the acceptable impact of having this project continue into the school year. Mr. Rohner asked I thought this was a summer project? Mr. Grice stated we have been in a bit of lockdown and from a design point are just now beginning. This project may begin in the tail end of summer and could possibly carry over into the winter. Mr. Andrews asked when does the swim season begin? Mr. Rohner stated we want a bid package. Mr. Grice stated due to the corona virus we just got our full staff back and are proceeding as quickly as possible. However with the time it takes to prepare bid documents and then the Board approval process it may take some time. We can not turn a project around overnight. This process takes time and it is very late in the season to begin summer projects. We need to have a defined and set schedule for projects for next summer. We cannot begin in the spring to start the process for projects this summer. Mrs. Vanwhy stated what he is saying is we should give the Board a recommendation by the fall season as to what projects we want completed in the next summer.

Mr. Rohner stated Mr. Ihle had other items on his repair list that we needed to get done. Can the exterior doors to the stadium be replaced? Mr. Ihle stated that this has been moved to the capital budget. There are other items that need to be replaced such as the partitions, however our department did not budget for that. We also have interior gym doors at J.M. Hill and Resica exterior doors that have been placed on the capital budget as well. Mr. Rohner asked can we make these projects a priority for the summer? Mrs. Vanwhy stated Mr. Grice you are still working on the pool, correct. Mr. Rohner stated my understanding is that it is happening next summer. Mr. Grice stated that is my point we could start this summer and possibly extend into the fall or winter schedule.

Mr. Ihle stated that last Friday during our weekly building check at High School North/Lehman Intermediate one of our maintenance staff noted that there was water on the Lehman gym floor. This was due to Thursday's rain event. The wind blew the hood open on one of our exhaust fan systems and rain penetrated onto the floor. It is about 30x30 foot area of floor damage. There is one area that has a reading of 56% moisture. We have notified the insurance company as well as Bill Miller of Miller Flooring to look at the floor. I am meeting with the insurance agent tomorrow. The floor has been repaired in the past and has been patched. Depending what the insurance company says it may be patched again unless insurance decides to replace the entire floor. Mr. Rohner stated a few years ago we had a roof drain fail. What is the proximity? Mr. Ihle stated it is not in the same area.

Mrs. Vanwhy stated Mr. Rohner had other items that he wanted to go over. Mr. Rohner stated I wanted to discuss the fire sprinkler system at East Stroudsburg Elementary. Mrs. Vanwhy stated whomever is in charge of that item can send us an email update. Mr. Rohner stated I want this on the board agenda so we can give direction to Lyman & Ash to litigate. Mr. Andrews asked, what is going on with the storm drains up North? Mrs. Vanwhy stated that is not on this agenda. Mr. Andrews stated we can have another meeting. Mr. Grice stated if you are talking about the asphalt cores, that is scheduled for next Tuesday. These are core samples for thickness. Mr. Andrews stated I'm not concerned with the core samples I am talking about the storm drain. Mr. Dymond stated they are tied together. Mr. Rohner stated right now all of the track pads for the pole vaults and pads are on pallets. Can we put them in storage? Also, we will discuss the boilers next month. Mrs. Vanwhy stated we will follow up with another meeting.

IV. MOTIONS

- A.** Motion made to move to the Finance Committee payment of the following application: C&D Waterproofing - Resica Elementary Roof Replacement No.9 in the amount of \$9,860.00. Motion seconded, all approved.
- B.** Motion made to move to the Finance Committee payment to D'huy Engineering for the following invoices:
 - 1. Invoice #50965 \$1,350.14 - High School North Roof Replacement
 - 2. Invoice #50966 \$1,005.25 - Resica Elementary/Middle Smithfield Elementary Water Filtration
 - 3. Invoice #50969 \$9,000.00 - J.T. Lambert/Resica Elementary Flooring ReplacementMotion seconded, all approved.
- C.** Motion made to move to the Finance Committee acceptance of the Cintas proposal for District fire safety systems/sprinkler systems/fire extinguishers. Motion seconded, all approved.
- D.** Motion made to move to the Finance Committee acceptance of the Keystone Fire proposal to convert J.M. Hill Elementary fire system over to cellular instead of normal phone lines. Motion seconded, all approved.

E. Motion made to move to the Finance Committee acceptance of the Keystone Fire life safety system service agreement for J.M. Hill Elementary. Motion seconded, all approved.

V. ADJOURNMENT - Meeting adjourned at 6:58pm

Respectfully Submitted,
Rebecca Lopez
Committee Secretary