

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
PROPERTY & FACILITIES COMMITTEE MEETING
June 5, 2024
VIA ZOOM & ADMINISTRATION CENTER BOARD ROOM
5:30 P.M.
MINUTES**

I. The Chairperson, Mr. Wayne Rohner called the Property & Facilities Committee meeting to order at 5:30p.m. and led those present in the Pledge of Allegiance. Mrs. Strunk read roll call.

II. Board Committee Members Present: Wayne Rohner, Jason Gullstrand, George Andrews, and Keith Karkut

III. School Personnel Present: Daryle Miller, Robert Romagno

IV. Community Members Present: Larry Dymond

Other: Josh Grice

V. APPROVAL OF AGENDA

RECOMMENDATION BY THE COMMITTEE: Motion was made by Wayne Rohner to approve the agenda for June 5, 2024, and with members of the Committee reserving the right to add to the agenda and take further action in the best interest of the district. Motion was made by Wayne Rohner. Motion was seconded by Jason Gullstrand. Motion was carried unanimously 4-0.

APPROVAL OF MINUTES

RECOMMENDATION BY THE COMMITTEE: Motion was made by Wayne Rohner to approve the minutes from the May 1, 2024, meeting. Motion was seconded Keith Karkut. Motion was carried unanimously 4-0.

VI. ITEMS REQUIRING ACTION

a. Bid Opening – HSS Field House Equipment Replacement and North Campus Storm Pipe Replacement

These two projects were put out for bid due to the scope of work and the cost of the equipment and upgrades. Scranton Electric won the bid for the equipment replacement and Rutledge won the bid for the north's pipe replacement.

b. Recommendation to Solicit Bids for Two Projects

Facilities asked to put the following projects out for bid due to the scope of work: JTL Auditorium Lighting and Seating, HSS and HSN New Digital Scoreboard, and ESE Sprinkler Replacement. As per the district's Chief Financial Officer Peter Bard, he requested that the scoreboard be removed from the agenda.

c. High School South Pool Acid Wash

Robert Romagno stated that it has been 3 years since the new plaster was done in the pool. This is the only quote because Mainline has worked in the district before as well as being a Costar vendor. This is recommended to be done every 3 years.

d. JM Hill Flooring Invoice

Robert Romagno stated that Wayfare Sports is sanding down the hardwood floors in the building. This invoice is one of three invoices. The first invoice is for materials.

e. Cintas Renewal Contract

Peter Bard, Rob Romagno, and Daryle Miller met with Cintas to renew our contract with them for uniforms. We are going to receive better quality uniforms. This is a rental program, the same contract that the district currently is in.

f. Parking Lot Sweeping

Daryle Miller brought this to the committee as a renewal contract with ABE Paving. Jason Gullstrand asked why two district schools were left off this contract? Daryle stated because the two schools left off were the smallest in the district and we can do that in house.

g. Applications for Payment

- ESE Flooring – App#1 \$155,902.50 – Cope Flooring
- MSE Flooring – App#1 \$182,394.00 – Cope Flooring
- ESE Flooring – App#2 \$73,237.50 – Cope Flooring
- MSE Flooring – App#2 \$79,335.00 – Cope Flooring
- High School North Natatorium Roof – App#7 \$4,641.00 – Munn Roofing
- North HVAC Replacement – App#2 \$162,320.00 – Trane
- Resica HVAC Replacement – App#2 \$210,000.00 – Trane
- North HVAC Replacement – App#3 \$146,865.00 – Trane
- Resica HVAC Replacement – App#3 \$190,000.90 – Trane

h. D’Huy Invoices

1. North Campus Generator #61042 \$1,437.50
2. RES HVAC Replacement #60955 \$1,060.07
3. HSN/LIS Rooftop Equipment #60956 \$1,061.24
4. MSE and ESE Flooring #60957 \$1,336.68
5. HSS Field House Equipment Replacement #60958 \$4,301.00
6. North Campus Storm Pipe #60959 \$1,266.30

i. July P&F Meeting

Since the July meeting falls on July 3rd, the committee needed to vote on either rescheduling, cancelling, or keeping the original meeting date. There are people who will be out of the office on vacation that week. The committee voted to keep the original meeting date and time.

VII. ITEMS FOR DISCUSSION

a. Middle Smithfield Roof

Contractors have been onsite to try to evaluate and troubleshoot as to why the roof keeps leaking. We are waiting on a report from Ron Garland. It was identified that they are Garland issues. There will be a more in-depth report next month.

b. East Stroudsburg Elementary Easement

The township supervisor asked if there is an easement that we granted PennDOT? There is nothing that can be located at this time.

That concludes the agenda items.

VIII. PUBLIC PARTICIPATION—LIMITED TO ITEMS OF DISCUSSION

No discussion.

IX. PREVIOUSLY SUBMITTED TO FINANCE COMMITTEE

No discussion.

X. ADVISORY RECOMMENDATIONS FOR CONSIDERATION BY THE BOARD OF EDUCATION.

a. Bid Openings – HSS Field House and North Storm Pipe

RECOMMENDATION BY THE COMMITTEE: Motion was made by Wayne Rohner to accept the bids for the above projects. Scranton Electric for \$351,567.00 and Rutledge for \$286,351.00. Motion was seconded by Keith Karkut. Motion was carried unanimously 4-0.

b. Recommendation to Solicit Bids

RECOMMENDATION BY THE COMMITTEE: Motion was made by Wayne Rohner to move forward and send the following projects out for bid: JTL Auditorium Lighting and Seats, ESE Sprinkler Replacement. Motion was seconded by Keith Karkut. Motion was carried unanimously 4-0.

c. High School South Pool Acid Wash

RECOMMENDATION BY THE COMMITTEE: Motion was made by Wayne Rohner to approve Main Line Commercial Pools to perform acid washing to High School South pool in the amount of \$5,257.22. Motion was seconded by Jason Gullstrand. Motion was carried unanimously 4-0.

d. J.M. Hill Flooring

RECOMMENDATION BY THE COMMITTEE: Motion was made by Wayne Rohner to approve the first of three invoices from Wayfare Sports Floors to sand the floors. First invoice in the amount of \$89,000.00. Motion was seconded by George Andrews. Motion was carried unanimously 4-0.

e. Cintas Renewal Contract

RECOMMENDATION BY THE COMMITTEE: Motion was made by Wayne Rohner to approve a renewal contract for Cintas. Motion was seconded by George Andrews. Motion was carried unanimously 4-0.

f. Parking Lot Sweeping Renewal Contract

RECOMMENDATION BY THE COMMITTEE: Motion was made by Wayne Rohner to renew the parking lot sweeping contract with ABE Paving in the amount of \$21,979.00. Motion was seconded by George Andrews. Motion was carried unanimously 4-0.

g. Applications for Payment

RECOMMENDATION BY THE COMMITTEE: Motion was made by Wayne Rohner to approve payments for the following applications for payment:

- ESE Flooring – App#1 \$155,902.50 – Cope Flooring
- MSE Flooring – App#1 \$182,394.00 – Cope Flooring
- ESE Flooring – App#2 \$73,237.50 – Cope Flooring
- MSE Flooring – App#2 \$79,335.00 – Cope Flooring
- High School North Natatorium Roof – App#7 \$4,641.00 – Munn Roofing
- North HVAC Replacement – App#2 \$162,320.00 – Trane
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- North HVAC Replacement – App#3 \$146,865.00 – Trane
- Resica HVAC Replacement – App#3 \$190,000.90 – Trane

Motion was seconded by Keith Karkut. Motion was carried unanimously 4-0.

h. D’Huy Engineering Invoices

RECOMMENDATION BY THE COMMITTEE: Motion was made by Wayne Rohner to approve payments for the following invoices:

1. North Campus Generator #61042 \$1,437.50
2. RES HVAC Replacement #60955 \$1,060.07
3. HSN/LIS Rooftop Equipment #60956 \$1,061.24
4. MSE and ESE Flooring #60957 \$1,336.68
5. HSS Field House Equipment Replacement #60958 \$4,301.00
6. North Campus Storm Pipe #60959 \$1,266.30

Motion was seconded by George Andrews. Motion was carried unanimously 4-0.

i. July P&F Meeting

RECOMMENDATION BY THE COMMITTEE: Motion was made by Wayne Rohner to keep the July P&F meeting on July 3rd. Motion was seconded by George Andrews. Motion was carried unanimously 4-0.

XI. ADJOURNMENT 6:20 P.M.

RECOMMENDATION BY THE COMMITTEE: Motion was made by Wayne Rohner to adjourn. Motion was seconded by Jason Gullstrand. Motion was carried unanimously 4-0.

Respectfully Submitted,
Amy Strunk