

**BETHLEHEM AREA SCHOOL DISTRICT
BOARD FACILITIES COMMITTEE
MEETING MINUTES
MONDAY, JANUARY 10, 2011**

Mrs. Loretta Leeson, Facilities Chairperson of the Board of School Directors, called the meeting of the Board Facilities Committee to order at 6:03 p.m. on Monday, January 10, 2011, in the Dining Room of the Education Center. Present were School Board members Loretta Leeson, William Burkhardt, Benjamin Tenaglia, Michele Cann, Irene Follweiler, Michael Faccinetto, Aurea Ortiz, and Eugene McKeon. Also present were Dr. Joseph J. Roy, superintendent of schools; Dr. Jack Silva, assistant superintendent for education; Stacy Gober, assistant to the superintendent for finance and administration; Arif Fazil, D'Huy Engineering, Inc.; Ann Behers, operations manager; Dr. Dean Donaher, director of student services; and representatives from the press.

The following items were discussed:

COURTESY OF THE FLOOR TO VISITORS –

None.

DISCUSSION ITEMS –

Mr. Fazil explained number two on the agenda, Monocacy Building Discussion. He stated that currently, the building is in a “mothball state”. The cost for the district to maintain the building is minimal; it is approximately \$2,000 per year. As general information, Mr. Fazil said that the lot size of the Monocacy building is approximately 31,000 square feet, which is about half an acre. The 10,000 square foot building was built in 1917, is in disrepair, and has accessibility issues because it is a bi-level building.

Mrs. Leeson asked the board if they wished to keep it mothballed until after the budget was reviewed or if they wanted to pursue sale of the building. Currently, the building is up for sale, but there have not been any worthwhile offers. She asked the board if they wished to sell the building at all.

Mr. Burkhardt said that he did not want to sell the building. Even though the building is in disrepair, the possibility of using the lot for another purpose exists. The only other vacant building that the district owns is the Rosemont building.

Mrs. Cann said that she would like to see the building sold, but the district should wait for a good offer on the property.

After a poll of the board, it was decided that a decision would be made after the budget was passed. Mrs. Leeson noted that this item would be revisited at a later time.

Mr. Fazil then introduced number three on the agenda, Energy Update. He showed a PowerPoint presentation to the board and explained that at this point, D'Huy Engineering Inc. (DEI) is requesting direction from the board on which projects and items they would like to complete. Mr. Fazil explained how energy consumption is evaluated, and also various energy savings opportunities (ESO's). He noted that the district is doing a good job maintaining the automatic temperature controls. Mr. Fazil then said that DEI was recommending changing some lighting fixtures in various buildings, but for now, installing prototypes at East Hills Middle School Gymnasium, James Buchanan Multipurpose Room, and classrooms at Spring Garden Elementary School. These projects are explained in further detail in agenda item A, Implementation for Lighting System Retrofit Prototypes, and will also require an initial investment from the district.

Mrs. Leeson asked Mr. Fazil to review agenda item A.

Mr. Fazil said that the prototypes at the three schools can be installed for an approximate cost of \$45,000. Recently, the natural gas contract was negotiated, and these projects will be paid for out of the savings that the district should achieve through the negotiated rates.

Mrs. Follweiler requested that Mr. Fazil explain the \$5,300 rebate.

Mr. Fazil answered that the rebate was from Act 29 from PPL Electric Utilities, Inc. After the lighting is purchased, an application will need to be filled out and receipts mailed in to receive the full rebate. He did say that it may take up to one month for the rebate to be issued.

After a poll of the board, it was decided that this item would appear on the Regular Board Meeting agenda.

Mr. Fazil then continued to explain the remainder of the Energy Update PowerPoint. He explained that building envelope ESO's, such as window replacement and insulation, do not pay back short term, but have a long payback period of about twenty to thirty years. He suggested that for the meantime, the caulking and weather stripping of the windows and doors be maintained. Mr. Fazil then explained some electric system ESO's and showed how much energy common appliances found in school buildings use. He explained demand response and said it requires participation over the months of July through August as the district uses energy to maintain its buildings. He said it might be worthwhile to investigate consolidating buildings and programs over the summer months. Mr. Fazil then showed ideas for hot water, alternate energy, and water conservation ESO's. He said that education and policy will have a large influence on energy savings, and seven additional district's facilities were tracking toward compliance for Energy Star. If the district has more than fifty percent of its facilities that are Energy Star compliant, it would earn the title of an "Energy Star Leader".

Mrs. Leeson asked if there was a cost to become an Energy Star Leader.

Mr. Fazil answered that there was no cost for the program.

Mrs. Follweiler asked if there was a financial benefit to becoming an Energy Star Leader.

Mr. Fazil said that in the future, there may be grants available. Becoming an Energy Star Leader is verification to the district's tax payers that the district is doing what it can to save energy. Mrs. Leeson asked the board if there was any objection in Mr. Fazil pursuing Energy Star Leader.

After a poll of the board, it was decided that Mr. Fazil could pursue obtaining Energy Star Leader for the district.

Mr. Fazil explained that the 2008-2009 school year is the benchmarking year for energy use, and data for the upcoming years will be compared to this year. An energy reduction target will be set for all facilities, and other tasks that are to be done include developing an energy policy and department guidelines, implement ESO's, and establish an energy committee. The energy committee will require involvement from the principal and board level.

Mrs. Cann said that she liked the energy education program. She said that she visited schools during education week, and the students were learning how to save energy in class. She said that the district should continue to encourage education because the students will lead the way as they have a different mindset regarding saving energy and recycling.

After a poll of the board, it was decided that the board will continue to receive recommendations from DEI on what energy saving projects should be considered, recommendations for an energy policy and establishing an energy committee.

Mr. Fazil explained item number five on the agenda, Development on William Penn Highway Across from Farmersville Elementary School Discussion. He showed a map to the board showing the location that was going to be developed near the school. A full traffic study will be conducted on this area by the developer, and the study will be reviewed by the township and PennDOT. Mr. Fazil said that at this time, no direction from the board is needed, but he wanted them to be aware of the development. The studies that are required of the developer will take a year or more to complete.

Mrs. Leeson thanked Mr. Fazil for bringing this to their attention and requested that he continue to keep the "right people" informed.

Mrs. Follweiler asked that if the developer causes issues, are they financially liable?

Mr. Fazil answered that generally yes, and the best thing to do is to stay involved in the development process. He will also make sure that PennDOT is aware of the district's traffic concerns.

Mr. Fazil then reviewed agenda item D, Approval of Cellular Tower – Transportation Department Yard Area. He said that the location has been revised, and it is believed that the area selected will have minimal potential impact. The new location is a forty by thirty foot area behind the evergreens in the southwest corner of the lot adjacent to the entry driveway. The base area of the tower will be hidden by the trees. The amount of the lease has been increased from

the original amount of \$15,000 per year to \$24,000 per year, and language is also included in the contract regarding subleasing. One of the items that has been added to the lease is that if the Federal or State laws require change to the tower, it will be Skyway Towers' responsibility, and not the district's, to implement the required changes.

Mr. Burkhardt asked what would happen if the company abandoned the tower. Would it be the district's responsibility to take it down?

Mr. Fazil answered that Skyway Towers has agreed to provide the district with a \$50,000 bond. This bond will be held by the district in case something like abandonment happens. Mr. Fazil said that \$50,000 should be enough to have the tower demolished and the materials hauled away.

After a vote of the board, it was decided that this item would appear on the Regular Board Meeting agenda.

Dr. Donaher explained item four on the agenda, Liberty High School Baseball Field Discussion. He said that the batting cage being proposed is an alternative to the netting system that was reviewed over the past few meetings. He believed that this cage should be purchased to reduce the chance of foul balls striking spectators or participants on the track. Activity on the Sheridan baseball field as well as the use of the track is constant; this field is used forty eight to fifty days of the spring season.

Mr. McKeon said that he thought there was a cage similar to this one that was already at the school.

Dr. Donaher said they may have been one at the field years ago, but now, there is not one there. The cage should reduce eighty-five to ninety percent of the issues, can be easily moved to where it will be needed, and is well constructed.

Dr. Roy noted that while this item does not require board approval because of the amount of the purchase, the administration thought it should be discussed with the board because of issues raised regarding the installation of netting. The portable baseball cage will also address the concerns of the insurance company in regard to baseballs entering the track and spectator areas.

After a poll of the board, it was decided that the administration could purchase the Ryan Express Batting Cage.

Mr. Fazil then discussed item number six on the agenda, 639 Diehl Avenue Property Discussion. He stated that the property is located in the Fountain Hill area, and is a lot size of approximately 30 x 120. Mr. Fazil said that while he did not have all the history on the property, he believed that it may have been acquired by the district through default of tax payments. In 2007, there was a recommendation from the administration to sell the property, but nothing was decided at that time.

Mrs. Gober said that the auctioneer contacted her and said that the adjacent property is for sale. He stated that he would be willing to work with the district as well as the broker of the adjacent property. Both of the properties could be sold together if the board wished to do so. She said that the size and shape of the property do not permit the district to develop the property, nor does it have any functional use. Mrs. Gober asked the board if they had an interest in selling the property.

Mr. Burkhardt said the property size is not uncommon in the area, and does still allow for development. He believed that the district should not sell it for a cheap price.

Mrs. Gober said that the intention was not to give away the property, but rather see if the potential buyers for the adjacent property would be interested in purchasing it. Otherwise, the option to auction the property off exists.

Mrs. Leeson asked if an appraisal would be done to determine the value of the property and the cost of an appraisal.

Mrs. Gober answered that county records show that the property is valued at approximately \$10,000. She said that it is possible to look at the current selling price per acre in that area.

Mrs. Leeson asked if the district could get a proposal on what they would like to sell the property for, and then will bring this item back for further discussion. She suggested contacting the auctioneer to see if he could advise the district on what a reasonable asking price for this property would be.

After a poll of the board, it was decided that the district would continue pursuing the sale of the property on Diehl Avenue.

Mr. Fazil introduced item number seven on the agenda, Summer Maintenance Projects, and said that agenda item B [Approval of Pennsylvania Department of Education Self-Certification – Various Projects] would be the agenda item that would need to be approved should the board wish to proceed with the recommended projects. This was a list of some items that appeared in the Capital Improvement Plan that was presented in November 2010, based on the amount of bond funds available. Mr. Fazil said that one of the items he wanted to call to the board's attention was the item for Nitschmann Middle School. From an energy efficiency standpoint, it was recommended that these boilers be replaced at a cost of \$350,000, but at this point because of available funds, it would be in the district's best interest to only re-tube and inspect the boilers at a cost of approximately \$40,000. Currently, there is one boiler that is not functioning; this re-tubing would hopefully add about five to seven years to the life of the boilers. Mr. Fazil noted that the Nitschmann Middle School reconstruction needs to be considered in the near future.

Mrs. Leeson requested that Mr. Fazil explain the recommendations for the SPARK building.

Mr. Fazil said that the SPARK building is a cedar-sided building with a rubber roof. There have been minimal repairs to this building since the district purchased it approximately ten years ago,

and the building envelope needs repairs. The plan is to remove the deteriorating material [siding] and replace it with cement based siding. The roof will have the leaks repaired.

Mr. Tenaglia requested that this agenda item be deferred until after the Finance Committee Meeting.

Mrs. Leeson suggested approving this item for the time being, and if after the Finance Committee Meeting is was decided not to move forward with the projects, the agenda item could be pulled.

Mr. Fazil said that agenda item C, Quotations for the \$5,800 - \$15,200 Cost Category, were for projects that have been completed and the board was aware of, but still need formal approval.

Mr. Fazil stated that for agenda item E, Approval of Addendum to the Solar Project Agreement with Tangent Energy Solutions, the agreement was the same, but when the power purchase agreement was executed with the finance company, it was requested by the finance company's legal counsel that a few items be clarified. One of these items was if the district wished to purchase the entire project, the solar renewable energy credits agreements that are in place at the time would have to be honored. Mr. Fazil said that the old contract did not spell this out.

Mrs. Gober said that the language in the agreement was cleaned up for clarity. Attorney Spry recommended that from a school code standpoint, this addition was beyond an administrative clarification and warranted an addendum to the original contract and approval by the board.

Mrs. Ortiz asked what Attorney Spry's concern was.

Mrs. Gober said that the change was more than just a clerical change to the language. According to school code, because a clause and a third party was added, it needed to come back to the board as an addendum.

Mr. Burkhardt wanted clarification that the district's solicitor reviewed the document as he did not understand it. He wanted to make sure that the district would not be jeopardized by entering into the agreement with Tangent.

Mrs. Gober said that the solicitor has reviewed the language and was comfortable with the language in the contract.

Mrs. Leeson said that she believed that the biggest change was that the credits will be owned by Tangent, and they have the right to sell the credits to another organization. If the district discontinues the contract with Tangent, which means that all the solar panels and equipment would be purchased from Tangent, the district would still have to continue to honor any agreements for sale of the credits. The district would be required to continue the original contract. Because this is a financial change, an addendum was required.

Mr. Fazil stated that the original power purchase agreement did not specifically say that if the district bought out the whole contract, it would still be required to honor the original agreement. The financial advisors wanted to make sure this was clarified.

After a poll of the board, it was decided that this item would appear on the regular board meeting agenda.

AGENDA ITEMS FOR THE JANUARY 31, 2011, REGULAR BOARD MEETING –

After discussion, the board committee agreed to bring the following agenda items to the January 31, 2011, Regular Board Meeting:

- A. Implementation for Lighting System Retrofit Prototypes
- B. Approval of Pennsylvania Department of Education Self-Certification – Various Summer Projects
- C. Quotations for the \$5,800 - \$15,200 Cost Category
- D. Approval of Cellular Tower – Transportation Department Yard Area
- E. Approval of Addendum to the Solar Project Agreement with Tangent Energy Solutions

COURTESY OF THE FLOOR TO VISITORS –

Stephen Antalics, 737 Ridge Street, Bethlehem: Mr. Antalics questioned if the development across the street from Farmersville Elementary School has met zoning requirements for the area, and if the plans have appeared before the zoning board. He was concerned that the development would have a negative impact towards the district in regard to the traffic.

Mr. Fazil said that he believed the development does comply with zoning laws. Sketch plans have already been submitted and approved, and the traffic study will be taking place soon. PennDOT will be made aware of the district's concerns in regard to traffic. The district will continue an active approach in the development of this property.

OPEN FORUM –

Mrs. Leeson said that the South Side is offering a free SAT prep program for those individuals who live on the South Side and meet the income requirements. She asked that the community continue to spread the word because as of today, the classes are not filled.

Mrs. Follweiler asked who is running the program.

Mrs. Leeson said that it is being funded through a grant limited to the South Side, and run through the City of Bethlehem South Side Coordinator.

Mrs. Follweiler said that she wanted to know why it was limited to only to the South Side students because the board was approached by a resident and asked this question. She said that the answer to the question would be because the program is not run by the district.

The meeting was adjourned at approximately 7:24 p.m.

Minutes prepared by:

Kristen M. Snyder, Secretary to the Director of Facilities and Operations

Ann Marie Behers, Operations Manager