

**BETHLEHEM AREA SCHOOL DISTRICT
BOARD FACILITIES COMMITTEE
MEETING MINUTES
MONDAY, MARCH 7, 2011**

Mrs. Loretta Leeson, Facilities Chairperson of the Board of School Directors, called the meeting of the Board Facilities Committee to order at 9:20 p.m. on Monday, March 7, 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, 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; Ms. Kimberly Rodriguez, REMS grant coordinator; and representatives from the press.

The following items were discussed:

COURTESY OF THE FLOOR TO VISITORS –

Mrs. Leeson welcomed Mr. Mark Stein, the newly appointed Director of Facilities and Operations.

DISCUSSION ITEMS –

Mr. Fazil explained number two on the agenda, Energy Update. He stated that the lighting prototype was in the process of being finalized, and the energy policy was being reviewed. This policy will be discussed at the Human Resources Committee Meeting in the near future. Mr. Fazil said that the implementation of the energy committee is proceeding, and the board should consider assigning one board member to be on the committee.

Dr. Roy said that agenda item three, Broughal Middle School Field Goal Post, was originally to be purchased from the original construction funding. He stated that the goal posts will probably be paid out of the athletic budget. The approximate cost will be \$13,000 installed.

Mr. Fazil will issue proposals for quotations which will then be approved.

Mrs. Follweiler asked when the posts will be installed as the sod was recently put in and the fields cannot be used.

Mr. Fazil said that the posts will be installed this summer and any minimal damage to the sod will be repaired.

Dr. Roy said that there were additional items such as field hockey and soccer goals that may also need to be purchased. These will be purchased out of next year's athletic budget.

Mrs. Follweiler asked if all items that could have been “missed” at Broughal Middle School have been addressed.

Mrs. Leeson stated that there were items at Broughal Middle School that were installed or built, but not included as part of the original project funding. One such item was the planetarium. Not every item that is referred to as “missed” was actually missed; it was that the item was an “extra” item that was included with a source of funding to be determined at a later date.

Mr. Fazil said that these items that were being discussed were budgeted in the original project money, but reductions were made to this project at the request of the Board. It was known that these items would still need to be installed, but an alternate source of funding was to be determined. He said that all other projects have been completed.

Mr. Fazil then explained item number four on the agenda with the three page handout. He said that the reason this item was being revisited was that the boilers in the west wing of Nitschmann Middle School were inoperable for emergency repairs at certain periods over the last month, and while they were down, an inspection was completed. Mr. Fazil noted that while a revision of the summer projects for this year was being suggested based on the amount of bond funds available at this time, all summer projects in the Capital Improvement Plan need to be completed. Over the last three years, there have been very few projects completed. Mr. Fazil explained that after an inspection of the boilers, it was determined that repairs, including fees and contingency, would cost approximately \$120,000. The repairs may give the boilers another five to ten years of life, but Mr. Fazil stated that there was no guarantee that the repairs would make the boilers last another five to ten years. The boilers are fifty-three years old, and the service life of them is approximately thirty years. Mr. Fazil said that option number two for the Nitschmann Middle School boilers would be to install two new high efficiency gas boilers in the west wing and extend gas service to the building. He said that the cost to extend the gas lines was estimated to be approximately \$70,000, and he will need to finalize this with UGI Utilities, Inc. and try to negotiate the cost down. Mr. Fazil explained that currently, Nitschmann Middle School uses oil to heat the building and the hot water. Gas is approximately twenty percent more efficient than oil; this results in a savings of about \$30,000 per year. Mr. Fazil explained the project payback to the board, and then option number three which would be to extend the new gas line to the east boiler room and install new dual fuel burners. If this portion of the project was completed, there would be an additional estimated \$15,000 savings by using gas instead of oil in the east wing. Mr. Fazil said that installing a new gas line becomes a permanent asset improvement to the property. He believed that the right decision would be to replace the boilers instead of repairing them as there was no guarantee how long the boilers would last after repairs were made.

Mr. Tenaglia asked Mr. Fazil if he had considered leasing temporary boilers.

Mr. Fazil answered that no, he has not. He stated that he was not aware of anyone that leases boilers for an extended period of time. He said that he can investigate this option if the board wishes him to do so, but he believed it would not be cost effective. Leasing boilers would be an option in an emergency situation such as failure of the existing ones, but he asked the board to

keep in mind that in the event of a failure, it was possible that school could lose one to two weeks of time if the boilers were inoperable over the winter months.

Mrs. Cann asked if the boilers in the east wing were newer than those in the west wing, and that the existing boilers in the east wing would be retrofitted with dual fuel burners.

Mr. Fazil said that the boilers in the east wing were not as old as those in the west wing, but they were functioning and working fine. Option three, to extend the gas line to the east wing, was being suggested because if the district decides to have gas service run to the building, the existing burners in the east wing could be replaced with a dual fuel burner. Gas is much more efficient; one dollar of gas buys approximately 93 KBTU, and one dollar of oil buys about 60 KBTU. Mr. Fazil explained that a KBTU is a unit of measure for heat and the additional savings that the district could achieve by extending the gas line to the east wing boiler room.

Mrs. Leeson said that by installing dual fuel burners, it will allow the district to use the market as we see fit.

Mr. McKeon asked Mr. Fazil what type of fuel source most of the district's building use.

Mr. Fazil answered that most buildings are dual fuel; however, most buildings continue to use only gas. Mr. Fazil then reviewed the 2011 Capital Improvement Projects list. He reviewed all the options and projects with the board, stating that option one is the same as what was previously approved with the exception of the Freedom High School fire alarm panel. This was changed to "defer" as the district was able to find a no-cost corrective method. At this time, the administration is recommending option two based on available bond funds. With this option, there would be \$172,000 that will need to be included in the 2011-2012 budget in order to complete the 2011 summer projects.

Mrs. Leeson stated that in summary, options two and three for Nitschmann Middle School were being recommended. This would include the replacement of the boilers in the west wing, bringing in new gas lines to both the west and east boiler rooms, and retrofitting the boilers in the east wing with dual fuel burners. She said that the new boilers and gas lines would probably be able to be reused in the future when the building is reconstructed.

Mr. Burkhardt said that he thought there was still bond fund money available from the Broughal Middle School project. He said that there was still money that was being held from previous construction projects and asked why these projects were not yet closed.

Mrs. Gober said that as of today, Liberty High School is paid, but there was money still being held to pay contractors for the Northeast and Broughal Middle School projects. Mrs. Gober said that she believes there is approximately \$714,000 in leftover funds from these projects.

Mrs. Leeson said that two of the items on the recommended summer project list were at a critical point and needed to be done.

Mrs. Cann said that she wanted to clarify that the \$714,000 leftover bond funds were going to be used; the \$590,000 “bond funds available” listed on the 2011 Capital Improvement Projects page would come from that amount.

Mrs. Gober stated that there was a small amount of money in the capital reserve fund that could be used for emergencies.

Mrs. Leeson said that the district must start budgeting for capital improvements. She noted that we are a large district with many projects to be completed; what has been done over the past few years was small in comparison to the size of our district. She then polled the board on the options for the capital improvement projects.

After a poll of the board, it was decided that option number two for the Nitschmann Middle School boiler replacement, replace the two boilers in the west wing with new high efficiency gas boiler and gas hot water heater, along with option number two for the 2011 Capital Improvement projects would appear on the agenda.

Mrs. Behers then explained letter B on the agenda, Memorandums of Understanding – Local Police Departments. She said that this item is reviewed biannually in coordination with our Emergency Operations Plan, and there have been no changes since the last memorandums appeared before the board.

Mrs. Behers said that for agenda item C, Quotation for the \$5,800 - \$15,200 Cost Category, the hot water heaters at Asa Packer Elementary School needed to be replaced as the old ones failed. The board was sent information regarding this item earlier in the month.

AGENDA ITEMS FOR THE MARCH 21, 2011, REGULAR BOARD MEETING –

After discussion, the board committee agreed to bring the following agenda items to the March 21, 2011, Regular Board Meeting:

- A. Amend the Pennsylvania Department of Education Self-Certifications – Various Summer Projects
- B. Memorandums of Understanding – Local Police Departments
- C. Quotations for the \$5,800 - \$15,200 Cost Category

COURTESY OF THE FLOOR TO VISITORS –

None.

OPEN FORUM –

Mr. McKeon asked if the Broughal Middle School field will be able to be used this year. He said that he was asking because the sod on this field does not look as green as the sod that was recently laid on Northeast Middle School's field.

Mr. Fazil said that the sod at Broughal Middle School was in good condition in the fall, and is simply dormant. The sod that was laid at each field was two different types. This field will be able to be used in the fall.

Mr. Burkhardt asked if the areas of Liberty High School that were damaged with the recent water leak were fixed.

Mr. Fazil said the incident Mr. Burkhardt was referring to was that a sprinkler froze from the air coming in through the damper. The leak was in a storage room and was fixed; the damper issue is being investigated. He said that he would verify that the areas that were damaged are fixed.

The meeting was adjourned at approximately 10:05 p.m.

Minutes prepared by:

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

Ann Marie Behers, Operations Manager