

# UPPER PERKIOMEN SCHOOL DISTRICT

Education Center

2229 E. Buck Road, Pennsburg, PA

**VIRTUAL MEETING**

**Facilities Committee Meeting**

January 21, 2021 – 7:00 pm

**CHAIR:** Melanie Cunningham

**MEMBERS:**

Mike Elliott

Raeann Hofkin

Superintendent:

Dr. Allyn Roche

Director of Facilities and Operations:

Doug Kenwood

Business Administrator:

Sandra Kassel

## AGENDA

1. Approval of November 19, 2020 and December 17, 2020 Meeting Minutes (Attachments A & B)
2. Old Business
  - a. Energy Performance Contract (GESA) Update
  - b. High School Varsity Softball Field - Drainage Improvement Options
  - c. Marlborough Playground – Project Timeline
  - d. Waltgraber Lane Update
3. New Business
  - a. Demand Response Agreement Renewal
  - b. MontCo CLASS Notification System Sunset
  - c. High School Sinkhole

***Mission:*** To provide the board with an accurate description of the condition of all the district facilities and to recommend items and projects that will keep the facilities in optimum condition while maintaining fiscal responsibility to the taxpayers and ensuring a safe, secure learning environment for the staff and students.

***In order to assist in keeping an accurate record of the proceeding of this meeting, the meeting is being videotaped by the District.***

# UPPER PERKIOMEN SCHOOL DISTRICT

**Education Center  
2229 E. Buck Road, Pennsburg, PA  
Facilities Committee Meeting  
MINUTES**

November 19, 2020

**CHAIR:** Melanie Cunningham

**MEMBERS:**

Mike Elliott

Peg Pennepacker

Ex-Officio: Dr. Kerry Drake, President

Superintendent:

Dr. Allyn Roche

Director of Facilities and Operations:

Doug Kenwood

Business Administrator:

Sandra Kassel

## AGENDA

The meeting began at 6:00 p.m. In attendance were: Melanie Cunningham, Chairperson, Committee members Mike Elliott and Peg Pennepacker. Also attending were Dr. Allyn Roche, Dr. Andrea Farina, Sandra Kassel, Doug Kenwood, Allie Stephens, and Bobby Kurzweg.

1. Approval of October 29, 2020 and November 9, 2020 Meeting Minutes (Attachment A)  
Melanie made a motion to approve the minutes and Mike Elliott seconded the motion.

2. Old Business

a. Major Project Update

i. Marlborough Playground

Since the last meeting, Doug reported that he was not comfortable moving forward without an actual site visit vs. virtual and Google Earth observations only. A site visit with the demolition contractor and a representative from Play World showed additional site work was needed to provide adequate drainage and cushioning (9 inches) for the “wood carpet” (mulch) to ensure a safe surface. As the current swing sets were unsalvageable, new swing sets would be purchased and installed adding safety clearances that extend the playground perimeter. Additional costs include excavation; stone/geotextile fabric; 9” wood mulch carpet; a larger playground surface bordered with plastic timbers and wear mats under the swings. Doug noted that while this is a COSTARS purchase prevailing wage requirements drive up the cost. The total project now stands at \$147,952 – less \$40,000 from PTFs and excess Student Activity funds. Sandy stated that the other funds would come from additional capital expenditure transfers slated for December 7<sup>th</sup> approval.

Melanie felt it was necessary due to the age of the equipment – over 30 years. Mike and Peg agreed, and the motion to proceed would be placed on the December 7<sup>th</sup> board meeting

agenda. Allie Stephens said she was very pleased as the play area surface has been degrading and unsightly for some time. The Committee members stated appreciation for Doug's thoroughness and follow up on this project.

Peg questioned possible liability as the area was unfenced. It was decided to table this discussion for the moment.

ii. Marlborough Tree Work

Doug said last month that the low bidder expressed concern that a lack of seasonal staffing could affect his ability to do the tree work. However on Monday Doug spoke to him and he assured him the work would go forward as scheduled – even if he had to hire sub-contractors, citing a desire to develop a working relationship with the District. The Committee agreed to place a motion on the December 7<sup>th</sup> agenda for vendor approval.

iii. Marlborough and High School Secure Entrances

Doug reported that the secure entrances were substantially complete. There were a few issues remaining; a back ordered product; door sequencing; a window that needed to be re-done, some signage and spring shrubbery for the planters. Overall he is very pleased with how the entrances turned out. Melanie & Mike who have seen the entrances agreed and Melanie stated the committee was relieved this much-needed safety update is nearing completion.

iv. High School Library Refresh

Doug stated that the library refresh is basically complete. Final re-assembling and replacement of books/supplies, etc. was being done. He thanked Mr. Thrush and the Life Skill students for their help throughout the process. Melanie commented the library looked great with lighter interior paint, new furniture donated by Knoll and carpeting. Doug added additional reading spaces were created adding to the refresh as well.

b. MS Chillers Hail Damage

Doug reported that he received a quote from the manufacturer – Johnson Controls – in the amount of \$98,000 – basically replacing the entire coil plans on each machine as it could impact performance on the new equipment. After notifying the insurance carrier of the results, they informed Doug they would send out their own engineering firm representative to review the chiller damage/repairs as well.

3. New Business

a. Varsity Softball Field

Doug asked Bobby Kurzweg to speak regarding the varsity softball field and Title IX compliance. He stated the OCR list of recommendations has not been received but the District can be proactively addressing inequities to show changes are being made ahead of the report. Lighting, batting cages; wooden bleachers; sound system; scoreboard and no warning track, were a few of the differences between the baseball and softball fields. In addition, a retention pond causes many lost balls and netting in front would address this. Bobby stated besides these inequities, the number one issue with the varsity softball field has been and continues to be poor drainage.

Melanie questioned if an engineer had been consulted. Doug said there had been discussion and added that if the fields are on wetlands then additional costs and EPA and DEP involvement could turn this into a major project.

Discussion by committee members included the possibility of switching fields or using alternate locations at the high school. Lighting and variances, access to fields, parking, neighbor disturbance and potential costs involved were discussed, but no matter who used the current field it was agreed drainage would be a first step.

Peg noted that if the district committed to the current field, Title IX will also look at access to equipment/locker rooms, walkways to fields along with the equity between the boys and girls fields as well.

Melanie asked if the District could wait for the OCR and Peg said yes but there will be a timeline. Bobby expressed his desire to be proactive. Melanie requested more direction and charged Bobby with providing suggestions – whether to stay or find a new location and potential costs involved. Bobby stated he will put numbers together and report back to the committee.

Melanie asked if there were local engineers that might come out and give an assessment of the field – Doug agreed to reach out and try for a free consult vs a formal engagement. Sandy suggested Jim Mazeka as his firm did soil samples for the new MS and were very familiar with the area overall. Dr. Roche asked Bobby if there were other athletic costs that he stated not that he was aware of.

#### **b. Act 39 of 2018 – Lead in Drinking Water**

Doug reported that this is an annual requirement for all schools. Two options exist to address this issue: discuss lead in schools during a public meeting or to test for lead. He opted to test and all sites where someone could potentially drink from were tested at all buildings. He explained that 3 faucets at MARL and several at HFD were just over the threshold (15 pp billion) and all had been repaired or replaced and re-tested. Melanie questioned what could cause this and would GESA low-flow and lead free items help.

#### **c. Safe Schools Targeted Grant Award**

Doug reported that the District had been awarded a \$25,000 grant for safety equipment. This will be used to help purchase extra outdoor security cameras. An additional grant was applied for and Dr. Farina was waiting to hear results.

Misc.

Doug reported that there was some additional vandalism at the 4/5 playground and basketball court and with new housing coming in nearby, discussion should continue on fencing in the area.

Melanie made a motion to adjourn with Mike Elliott seconding. The meeting ended at 7:13 p.m.

# UPPER PERKIOMEN SCHOOL DISTRICT

Education Center  
2229 E. Buck Road, Pennsburg, PA  
Facilities Committee Meeting  
December 17, 2020

## MINUTES

**CHAIR:** Melanie Cunningham

**MEMBERS:**

Mike Elliott  
Peg Pennepacker

Superintendent:	Dr. Allyn Roche
Director of Facilities and Operations:	Doug Kenwood
Business Administrator:	Sandra Kassel

## AGENDA

In attendance: Facilities Committee members: Melanie Cunningham (Chair), Mike Elliott and Peg Pennepacker. Dr. Allyn Roche, Doug Kenwood, Sandra Kassel, Dr. Andrea Farina, Maureen Zavadel, Dana Hipszer and Scott Graham from Muhlenberg Greene Architects.

The Facilities Committee meeting was called to order at 6:30 p.m. by Melanie Cunningham.

1. Old Business
  - a. Hereford FDK Feasibility Study Update

Doug stated the Board approved a Feasibility Study to look at renovating space at HFD for full-day K. Dr. Farina stated the goal was to have an equitable self-contained kindergarten space for HFD similar to, or as close as possible to, MARL in terms of space, bathrooms, technology and storage.

Based on previous discussions with Doug, Dr. Farina and Mrs. Zavadel, Scott Graham, of Muhlenberg Greene Architects, presented 3 schemes with scope of work and costs for each to the Committee.

Scheme #1 – Upgrade with minimal alterations to existing Kindergarten wing and its systems; install built-in/semi built-in case work.

Scheme #2 – Bring the Kindergarten space up to building safety code for life safety and accessibility; install supplemental HVAC systems to improve indoor air quality/humidity issues; install built-in/semi built-in case work.

Scheme #3 – Demo the entire K-wing back to the shell and rebuild new classrooms and LGI, shared toilet rooms and support spaces.

The firm used PDE enrollment numbers that project a slight bubble in 2022-23 then static or slight decline over the next 10 years that show existing classrooms at HFD would be adequate despite “gold standard” classroom size models shown in renderings.

Scott noted that building more classrooms could siphon dollars that might be spent more wisely on other needs for the space, such as furnishings that this study did not include.

Renderings were provided and discussion was held on the three options presented. The following were items of discussion:

- Projected costs involved for each of the 3 schemes
- Upcoming GESA Projects impact on renovations
- Condition of partition walls
- Concern over having different HVAC systems at HFD
- Bringing buildings up to code for safety/corridor fire walls and sprinkler system
- Card operated security separation doors for the Kindergarten wing
- HVAC chiller pipes/humidity Issues – Indoor air quality
- Bathroom layout options
- Size of Learning spaces and layouts/furnishing
- LED lighting/Window lighting/ the need for storage
- Outdated data wiring

How to address the full-day K renovations in light of the remainder of the building facility needs was discussed. Doug stated that he felt a hybrid of #1 and #2 seemed to make sense, with the committee members agreeing, and parts of Option #3 could be rolled into the 10-year Facilities Plan.

The Committee as well as the other district attendees agreed that student safety was the first concern and bringing the building up to code was paramount.

Mike asked Doug and Andrea to provide a proposed vision of a hybrid plan of Scheme #1 and #2. Doug agreed to send this out to the committee in January.

**b. High School Varsity Softball Field Drainage Update**

This topic was not covered due to a lack of time. Doug will send the committee an email with an update. It will be added to the January 21<sup>st</sup> Facilities Committee agenda.

**2. New Business**

**a. None**

Mike made a motion for adjournment with Peg seconding and the meeting ended at 7:31 pm.