

UPPER PERKIOMEN SCHOOL DISTRICT

Education Center

2229 E. Buck Road, Pennsburg, PA

Facilities Committee Meeting

September 26, 2022

CHAIR: Melanie Cunningham

MEMBERS:

Keith McCarrick

JP Prego

Superintendent:

Dr. Allyn Roche

Director of Facilities and Operations:

Doug Kenwood

Business Administrator:

Dan Direso

AGENDA

1. Approval of August 23, 2022 Meeting Minutes (Attachment A)
2. Old Business
 - a. Energy Performance Contract (GESA)
 - b. Facilities Feasibility Study
 - c. 4-5 Center Roofing Bid
 - d. High School Gym Backboards
 - e. Dr. Persing Facility Naming Request
 - f. Custodial Staffing
3. New Business
 - a. Middle School Maintenance Period - Site Repairs
 - b. Red Cross Shelters
 - c. Security Guard Staffing

UPPER PERKIOMEN SCHOOL DISTRICT

FACILITIES COMMITTEE

August 23, 2022

The Facility Committee Meeting was held at the multipurpose room at the Education Center with the following committee members attending: Melanie Cunningham (chairperson), Keith McCarrick, and JP Prego. Others in attendance were: Dr. Allyn Roche, Dan Direso, Jenn Malone, Peg Pennepacker, and Doug Kenwood.

1. APPROVAL OF MEETING MINUTES

Motion to approve the May 23, 2022 meeting minutes. Motion carried; all voted aye.

2. OLD BUSINESS

a. Energy Performance Contract (GESA) Update.

- i. Mr. Kenwood reported that we are doing well and the contractors have been extremely busy. He was excited to report that all the projects for the areas planned are substantially complete. The building automation system software work is progressing as well.

b. Facilities Feasibility Study.

- i. Mr. Kenwood shared an update with KCBA they have been very active over the summer. They completed all of the site tours and completed all of the interviews. The next tasks would be a subcontractor to review all the kitchen equipment and the pool. KCBA plans to come out and witness the morning arrivals and afternoon dismissals.

c. UPMS Basin Stabilization Project / UPHS Varsity Softball Field Drainage Improvements.

- i. Mr. Kenwood stated that the basin stabilization is done. The only item remaining is the installation of the sod.

d. St. Luke's High School Signage.

- i. Dr. Roche reported that the signage details was sent out to the Board. Dr. Roche did receive a few calls and emails with questions. The tomahawk logo was one concern. New proofs were created without the tomahawks and Dr. Roche shared them.

e. Roofing Master Plan Proposal & 4/5 Center Roofing Bid.

- i. Mr. Kenwood stated that the roofing bid for the Admin section of the 4-5 Center is about 95% complete. Looking to have a bid set by Fall so they have time to accumulate the roofing supplies in time for a Summer installation. Mr. Kenwood is recommending we move forward with the consultant proposal to have the roofing inspection work completed including the infrared drone work. All were in agreement to move forward.

f. Dr. Persing Facility Naming Request.

- i. Mr. Kenwood stated in May we asked Dr. Farris to complete the application. He has forwarded it to all committee members. All agreed to move forward with having the plaque installed however the School District will not be paying for it. Dr. Farris did note that there are people that are offering to finance it.

They would like to try to have the plaque installed by first wrestling match in December 2022. Facilities will need to approve the plaque proof.

g. Custodial Staffing

- i. Mr. Kenwood reported that we thankfully made headway over the summer. Raising the hourly rate did help us attract more applications. We are getting a lot of people looking for part time work and we are using that to fill in where needed.

3. **NEW BUSINESS**

a. Summer Projects Completed.

- i. Mr. Kenwood shared that we have completed the white board and projector project, the Hereford Library was renovated, we are continuing to replace carpeting in favor of tile at Marlborough, drained the pool to clean and replace lighting lenses, replacing chlorine feed systems, removing door handles on all doors, grease traps in all the kitchens were vacuumed out, new signs were hung in various locations. Ms. Pennepacker asked if there are any plans to do something with the Marlborough fence. Mr. Kenwood stated that it was a summer project that was not completed but is on the list for the Fall. We are still working on what is the best fencing option.

b. Red Hill – W. 10th St Deed.

- i. Mr. Kenwood reported that he received a letter from Doris Decker of Red Hill Borough stating that they want to convey a portion of a paper street to us via a quick claim deed. The paper street is called West 10th Street. Mr. Kenwood stated that the paper street would not provide any benefits to the district.

c. Red Hill – Main Street Bridge Closure.

- i. Jenn Malone gave an overview of the Main St. bridge closure. She spoke with Red Hill Borough regarding using the gravel road that runs in front of the High School that turns into Jefferson St. The buses will have a hard time turning onto 11th St. from Main St. to get to Montgomery Ave. Red Hill agreed to allow buses only to traverse the road during the period of the bridge closure. Red Hill is having a meeting on the 8/30/22 and Ms. Malone will be attending. The next step is formalizing an official agreement between UPSD and Red Hill Borough.

d. Upper Hanover Authority – Hereford & Middle School Tapping Fees.

- i. Mr. Kenwood reported that two letters came in from the Upper Hanover Authority; one in May and one in June. The one in May was specific to Hereford and it states that they did an audit for 2021. Hereford had one unit of water consumption. One unit equates to 225 gallons a day which is not adequate for a school. UHA is going to adjust our fees going forward up to 7 units which would be more accurate. Mr. Kenwood did mention that they are basing their numbers on 2021 and that there wasn't even a full school year due to COVID-19. A letter was sent back to UHA and stated we would accept the 7 units going forward we did not agree to pay the \$25,000 in additional tapping fees. When Mr. Kenwood spoke to Ms. Thompson, she indicated there may be some relief or grandfathering that is being considered. The letter we received in June states we never paid the tapping fees for the new Middle School in the amount of \$85,000. Mr. Kenwood could not find proof that we were billed or that we paid the fees. Ms. Thompson stated they do not typically bill. Mr. Kenwood asked Ms. Thompson if it is possible that a contractor paid it, then we paid

the contractor and she said she didn't think so because they don't see where this money ever came in. Mr. Kenwood is not sure where this one will be going. Mr. McCarrick asked how would we ever get any water without paying those fees. He feels the builder should be paying these fees. Mr. Kenwood stated the application was in 2017. Our Solicitor is aware of these two situations and will be working on it.

e. 4/5 Center Sewer Lateral Repairs.

i. Mr. Kenwood reported that as part of an UMJA project to seal their collection system, they used a camera and smoke tested a sewer lateral that is part of the 4-5 Center collection system. The lateral is located in the parking lot on the 6th street side fairly close to the building. They sent Mr. Kenwood a copy of the video and stated that we are responsible to pay for the repairs. He is currently waiting for a quote from their subcontractor.

f. PCCD School Mental Health & Safety and Security Grant.

i. Mr. Kenwood stated that the District is due to receive \$149,000 of grant funds for both physical security and mental health. Dr. Farina and Mr. Kenwood have been working on the grant and it is due August 31st. Dr. Farina is seeking to have an agency provide the Social Worker. On the physical security side, the grant is seeking pedestrian barriers where students load and unload.

Next meeting is September 26, 2022 at 7:00 PM.

Motion to adjourn the meeting by Mr. McCarrick. Motion carried; all voted aye.