

## SALISBURY TOWNSHIP SCHOOL DISTRICT

### **Buildings, Grounds, Transportation, & Finance Subcommittee Meeting Administration Building, Tuesday, February 20, 2007-7:00 P.M.**

Board Members Present: Mrs. Feinberg (arrived at 7:40p.m.), Mr. Gatanis, Mr. Giordano, Mrs. Heffelfinger, Mr. Manz, Mr. Pauloski, Mr. Reinsmith, Mrs. Ziegler

Board Members Absent: Mrs. Miller

Also Present: Ms. Deeb, Mr. DelPriore, Mrs. Famularo, Mr. Shankweiler, Dr. Wright

#### **I. Call to Order**

The meeting was called to order by Mr. Reinsmith at 7:10 p.m.

#### **III. Stadium Field-High School**

Dr. Wright wished to discuss where we are currently with the field and how to deal with short-term and permanent fixes. She stated the work that has been done to the field and new equipment was purchased to propagate grass. Mr. Haller agreed but said that the drainage is still an issue. Dr. Wright suggested that one out of three propositions be followed: to see if the work previously done in late fall was beneficial and if so maybe the process should be repeated in the fall of 2007; if the work was not beneficial then there needs to be an intermediate fix such as bringing in dirt and sod for a new crown to gain a few more years out of the field; and finally figure out the priorities based on the facilities study, funding available, and compare to other needs for a long term solution.

Dr. Wright also suggested that if the district is interested in artificial turf, they might consider donations from companies that would like to fund the difference between a natural and a turf field or involve the community to assist with raising funds. Mr. Reinsmith was concerned about the timeline, because the football season is so close. There may have to be some limitations as to how much activity is allowed on the field. More sports are played in the fall so spring is a better time to make repairs allow the field to heal. No new adjustments to the field can be made before May 15 and the collective decision is that there is no guarantee the field will be ready for the fall. Ms. Deeb suggested that some soccer games can be moved. Mr. Reinsmith stated if intermediate fixes need to be done, the field will be shut down in November 2007. The field will be unused for the spring of 2008. Dr. Wright asked Mr. Del Priore to describe the work that has been already done. Mr. Del Priore stated that slit seeding was done both ways and should be good. A new core puller was purchased that goes 4 1/2 " deep for aeration. Mr. Haller commended the maintenance crew for getting 20 years out of an 8 year field.

### **III. Stadium Field-High School (continued)**

Mr. Reinsmith questioned if the intermediate solution for the project would be \$60,000 and if the scope has been determined. Mr. Haller said with a \$60,000 budget we could only fill the top. Drainage issues would not be addressed. Consideration has to be given to the number of events on that field because the grass is being damaged with every event. The field has no time to heal between events. If it is decided the district will stay with a natural turf at the High School, events will have to be split with the Middle School.

Mr. Reinsmith asked when such a project can start. Mr. Haller suggested the district look at the spring of 2008. The grass can be put in mid May of 2008 and the soil spread prior to that. The thicker the sod the more time can be bought with it. The bid can be mailed out November 2007 and the specs need to be prepared by August or September 2007. The field will be unplayable during the spring of 2008 and should be ready for fall 2008 sports and activities.

After the discussion, it was concluded that nothing would be currently done until results can be seen this spring. Maintenance should continue the plan to recoup with aeration and seeding. A decision will be made in the fall to determine if the board wants to go through with the intermediate solution.

Mr. Pauloski had a concern with the initial cost listed on the handout of the comparison of natural field vs. turf. If only looking at initial cost, it is obvious to go with natural. But the main difference is with the irrigation system cost. Ms. Feinberg said irrigation needs to be considered if looking at turf. Mr. Haller stated that the \$800,000 initial cost for turf is more likely to be 1 million dollars now.

The long-term solution to the field will be considered again in 2008, when the district has a better handle on its facilities needs and the impact of Act 1.

### **IV. Capital Requests**

Mrs. Famularo stated that the current available funds to spend on capital requests are \$600,000. Mrs. Famularo walked through the hand outs explaining the priority codes were based on the building request, maintenance request and the back drop of larger capital improvement plans currently in process. Priority 1 needs immediate attention and Mrs. Famularo suggests they get approved for this summer. Priority 2 is mainly cafeteria equipment needed at Western.

**IV. Capital Requests (continued)**

The equipment is currently in working condition, however if anything listed under priority 2 breaks down, parts are not replaceable due to its age; therefore the equipment would have to be replaced immediately and would have to be purchased on state contract since there would be no time to place a bid.

Dr. Wright suggested we look at other options that may not be as costly such as purchasing used equipment. Availability and warranties will be problematic. Priority 4 can be deferred to future years.

Mr. Gatanis asked what types of flooring has been considered. Dr. Wright stated that when replacing carpets, we replace with 75% VCT and 25% carpet in the elementary classrooms. There is carpeting in the libraries and VCT in the hallways.

Mrs. Famularo said that the cost of painting the exterior of Harry S. Truman is estimated to be \$72,000 and the roof replacement for the administration building would be \$250,000. Mrs. Famularo was unsure about making a decision until the D'Huy facility study was reviewed. Mr. Haller brought up that the administration building has quite a few leaks and the warranty is running out. The administration will meet with D'Huy Engineering to further discuss the High School water infiltration issue. The recrowning and deep-tining of the stadium field can not come from capital funds.

Dr. Wright stated that the security enhancements are important. The district is currently replacing recorders in the Middle School and High School since they are referenced frequently.

Mrs. Famularo stated that there would be more information on the water infiltration later in the year. Mr. Haller stated that it may possibly cost \$200,000.

Mr. Giordano stated that the things needing immediate attention are the priority 1s, security enhancements, anything relating to safety issues, the water infiltration, and that the athletic requests will be looked at individually.

The carpeting requests in the schools will also be checked again for any safety issues as well.

Dr. Wright was concerned that the back stop system at the Middle School was a safety hazard. Dr. Wright asked Ms. Deeb about the proposal for the back stop and to come with results to next month's meeting. Dr. Wright asked Mr. Del Priore to check on the possibilities of changing the position of the soccer field. Dr. Wright also mentioned that

**IV. Capital Requests (continued)**

Ms. Deeb was concerned about the stability of the soccer goals. Mr. Del Priore is going to look at the condition of the goals and determine if immediate replacement is necessary.

Mr. Shankweiler asked that the purchase of a new truck be looked at again. During the last snow storm 3 out of the 5 pieces of equipment were down. If the new truck was leased it would not come out of the capital fund, it would go to the general fund budget. The cost of a new full ton truck would cost \$38,000 with plow. The truck that is being replaced can be kept under the bleachers at the High School and used only on school property. There will then be enough vehicles, one for each building. Mr. Shankweiler stated that there is enough activity at each building to support the idea of having a truck at each building. Mr. Shankweiler suggested to at least purchasing a  $\frac{3}{4}$  ton truck. After discussion, it was determined that a new truck and utility vehicle would be purchased.

Mr. Reinsmith concluded by summarizing what will have priority for funding: priority 1 in full, security enhancements in full, athletic request to include the bleachers and the back drop at the Middle School, truck and utility vehicle, and maybe the tarps for the football field depending on the status of the water infiltration and the carpeting.

**V. Non Legal Interpretative Statement**

Mrs. Famularo presented a draft of the statement that will be provided to the county board of elections. It points out that it will provide no additional revenues for Salisbury Township School District. It states what the revenue will be used for, when the new income tax rate would become effective, how it will appear on one's tax invoice, and if voters approve the increase they will need to have a homestead application on file at the Lehigh County Assessor's office to receive a possible tax reduction.

If any board members had any further suggests they must let Mrs. Famularo know within the next week. It will be submitted by March 13.

**VI. Procurement Card**

Mrs. Famularo stated that she wanted to introduce the concept of district procurement cards.

Dr. Wright stated that the procurement card would save money. It can be used like a debit card but it has greater controls on it. When used, the money would come directly out of a checking account. Different levels of use can be adjusted for different users.

**VI. Procurement Card (continued)**

Dr. Wright recommended the board support the idea. A trial test would be started, limiting the use of the card to only a few administrators, such as Mrs. Famularo, Mrs. Steiger, Dr. Beauchemin, and Dr. Wright so that security details could be worked out.

Eventually all administrators may have access to a card. Mrs. Famularo stated that a board policy would have to be developed, along with 2 readings and an approval before the administration can move forward with implementation.

Dr. Wright asked the board to review the handouts and the discussion will be brought back in March or April to have it in place for the new budget beginning July 1.

**VII. Use of Facility Policy**

**a. Category D**

Dr. Wright mentioned that Brian Festa, assistant band director at the High School, was in attendance. Mr. Festa has requested to use the facilities and provide individual instrumental lessons to students at a charge. Category D requires a fee for the use of the room and proof of insurance. If the issue was not discussed at this meeting, Mr. Festa is requesting that the board waive the charge for the classroom and insurance requirements.

Dr. Wright discussed how the AAU came in and charged fees, but were not charged a facility fee. OAA was another organization that was not charged a facility fee. Both organizations provided proof of insurance. Dr. Wright spoke with Mrs. Miller before the meeting; Mrs. Miller had concerns about changing the policies. The policies were made to prevent people from working with the children without the appropriate insurance.

Mr. Giordano stated the policies weren't meant to make money but to help defray the cost of having the buildings open because there are legal ramifications to consider when there are children in the buildings.

Mr. Festa is looking to benefit the students but the issue is insurance. Mr. Festa is looking to use the band room facilities Monday and Tuesday 3-6 p.m. at the High School, Wednesday and Friday 3-6 p.m. at the Middle School and charge \$20 a student. The student will supply their own instruments.

**VII. Use of Facility Policy (continued)**

Mr. Reinsmith stated that the board cannot make a decision tonight, implications and consequences need to be reviewed. Mr. Festa said he had sent out letters to the Middle School and High School polling the music students and concluded that there is a heavy interest in the program.

Dr. Wright stated that he is employed for a portion of the year and district employees are covered under liability insurance. Dr. Wright was not sure if Mr. Festa would still be covered when functioning under what their responsibilities are after school hours. The insurance implications will be researched. Mr. Gatanis asked that no student or parent be approached until the board makes a decision. The rest of the board concurred.

**b. Concession Stand Rental**

Currently there are no concession stand rental fees for organizations that fall under category C & D. Dr. Wright pointed out that either way there is wear and tear on the stands and equipment. Mr. Mantz stated that a rental fee should be developed. Currently everyone is liable for any equipment that breaks but not rental fees. Dr. Wright stated that the policy will be reopened only for this issue.

**VIII. Other**

Dr. Wright stated that Kathy Hoffman is setting up for the photographer to come in for Monday night's Curriculum meeting, but she is not sure if the photographer is definitely available.

Mr. Shankweiler was acknowledged for his team work with the maintenance crew. It was Mr. Shankweiler's last meeting due to his retirement.

**IX. Citizen's Comments**

None.

**X. Adjournment**

The meeting was adjourned at 9:42 p.m.

---

Susan H. Famularo  
Business Administrator