

Facilities Committee Meeting
Central office
February 20, 2013
Minutes

I. OPENING PROCEDURES

A. *Time- Call to Order* 4:05pm

B. *Attendance:* B. Steltz, J. Lindsay, C. Gunkle, J. Melber, T. Bergey, S. Knoll

II. APPROVAL OF MINUTES OF January 23, 2012

III. PRESENTATIONS / REPORTS

IV. CURRENT BUSINESS

Right-to-Know – For informational purposes.

- Right to Know law of 1984 requires all school districts to maintain MSDS sheets for all products used by schools.
- All forms must be maintained in area of use, central location at building and Central Office.
- All custodial staff must have yearly training.
- All chemicals must be inventoried before April 1 of each year.
- For the past 8 + years SLSD has been using the same company. Reportedly, this company is having challenges with inspections. Review of our documentation has revealed similar challenges.
- Sue Knoll is reviewing companies that can provide this service. Ideally we are seeking a digital or hybrid digital/paper system that will have long term cost benefit.

Committee feels that we should definitely put the MSDS electronically, to a web-based program.

Lower Milford Water & Sewer Operator – Contractor Recommendation

- Lower Milford Elementary School is the only building that the district maintains our own water and sewer treatment.
- Over the past few years there have been 5 DEP violations with the sewer treatment. All were considered minor.
- The water treatment has experienced similar problems.
- The operator submitted the NPDES permit renewal late.
- The DEP offered SLSD a Proposed Consent Assessment of Civil Penalty.
- Recommend changing operators March 1, 2013.

Collier Environmental (professional service) has given us a price of approx. \$875.00/month to monitor the water and sewage systems at Lower Milford. Administration will recommend this vendor on the agenda for the February 25th Board Meeting.

Act 129 – Professional Service Recommendation

- The Act 129 project is in development. Details were discussed at the January Facilities Committee Meeting. Energy savings are guaranteed.
- There are a number of areas where an ESCO or contractor can take advantage of SLSD.
- Utilizing a professional service to protect the interests of the District is recommended.

T. Bergey recommends Provident Energy to provide these consulting services.

Demographic Study – Update

- The DeJong Healy demographic study process has begun.
- Enrollments of Public, Non-Public and Charter schools have been provided.
- DeJong Healy changed their Name to FutureThink. The pending change was disclosed during the selection process.

A feasibility study to determine the future of Lower Milford vs. Hopewell is next in the process, we will hire another firm to complete this study.

VOIP – Voice over IP introduction

- SLSD' existing phone system is digital – Tied together by two types of fiber.
- Many failures with power outages. Costs associated with restarting system
- SLSD personnel unable to maintain. Outside contractor must make all changes.
- Ability to track calls – savings and safety.
- Savings with phone carriers.
- Consider fully VOIP system
- Recommending Hybrid system which will work with our present system.

We will be tying all buildings together and must upgrade the band width of each building. EWatsu system has no ongoing contract costs, and it may fall under PEPERM. This will be scheduled for a summer project.

Other:

VI. VISITORS' COMMENTS

VII. ADJOURNMENT 5:25pm

Respectfully submitted by *Susan Knoll*