

Lancaster County Career and Technology Center Authority

Triannual Meeting Minutes

August 22, 2024, 4:30 PM

Brownstown Campus

Attendees:

- Authority Board of Directors: Mr. Jim Smith, Mr. Bob Enck, Mr. Jeff Swarr
- Administrative Attendees: Dr. Stuart Savin, Mr. Tom Wolfe, Mr. Tim Klein, Ms. Kelly Decker, Mr. Jeremy King, Dr. Julie Frey, Mr. Justin Bruhn, Rhonda Lords, Dr. Peart, Ms. Amy Reis,

Meeting Agenda

1. Announcement of Executive Session Mr. J. Smith
2. Election of Officers –
 - a. Dr. Savin led a discussion regarding the Elections of Officers
 - i. Chairman Mr. J. Smith
 - ii. Vice Chairman Mr. B. Enck
 - iii. Secretary Mr. D. Coleman
 - iv. Asst Secretary Mr. C Swarr
 - v. Treasurer Mr. J. SwarrMr. Swarr motioned to keep officers the same; Mr. Enck 2nd motion.
3. Approval of Previous Minutes (3.28.2024)
Mr. Enck motioned to approve, Mr. Swarr 2nd motion
4. Public Comment Mr. J. Smith
Anyone wishing to make a public comment can do so at this time.

Items for Approval

5. House Project Financial Summary and Budget Update (June & July) Ms. K. Decker
 - a. June 2023 \$441.1K, Fairview Subdivision \$177.6; Lot 14 \$100.8K; Lot 1 \$162.6K
 - b. July 2023 \$3903.20; Fairview Subdivision \$3564.75; Lot 1 = \$338.45;Mr. Swarr motioned to accept the financial report; Mr. Enck 2nd motion.
6. Permission to Pay Bills- as needed until the next meeting Mr. J. Smith
Including any residual audit-related bills and permit-related fees for the house projects
Mr. Enck motioned to accept; Mr. Swarr second to pay the bills.
7. Property Inquiry Dr. S. Savin
 - a. Discussed at Executive session.

Motion to pass on the information -Mr. Enck to motion not to sell; Mr. Swarr 2nd motion.

Motion to cease and desist – Mr. Enck motions and Mr. Swarr 2nd motion
8. Final Minor Subdivision Plan Dr. S. Savin
 - a. Reviewed packet supplied by DC Gohn – moved driveway, fire hydrant, and some minor movements of the house to comply with the township to move forward with the housing project.
Mr. Smith, are there additional charges? Dr. Savin, they give us quotes per project and hold to those quotes.
Mr. Enck – Do we have 1 entrance on Fairview Street for all houses? Dr. Frey – Yes. Mr. Enck. Does the “Flag property own the spillway, and are they responsible for the maintenance? Dr. Savin – No, these will tie into the Rotary Park. If they fall on their property, they are responsible.

Mr. Swarr Motioned to accept the changes to the properties. Mr. Enck 2nd motion.

9. Approval of House Plan

Dr. S. Savin

- a. This plan is a mirror of the other home that was already built. This will be a single story. The roofline will be slightly different, which will pump out the back of the property. The finishes will be similar. Mr. King - Single-floor living moved faster, and perspective payers were interested when we put the footer in the ground. Mr. Smith - Is this in line with the cost of the previous one? Dr. Savin – Yes, we have been working on realigning the production of these homes to align with our curriculum, so students are the ones building. Discussion on the importance of allowing our students to be more involved.

Mr. Swarr motioned to approve the plan; Mr. Enck seconded the motion.

10. Motion to accept the settlement

Dr. S. Savin

- a. Discussed in Executive session

Motion to accept the mediation agreement 7/11/24 Mr. Enck motioned Mr. Swarr 2nd motion

Motion to accept the mutual agreement. Swarr motioned to accept the agreement; Mr. Enck 2nd motion.

Informational Items

1. Update on Lot Timelines

Dr. J. Frey

- a. Discussed scheduling for 3 lots to utilize students more with their curriculum
- b. Lot 14 January 2025 to possibly go to market – finalizing inside in December and landscaping to follow.
- c. Lot 1 is moving along this year, putting on siding and gutters, then inside. Schedule finish to sell date - March 2026
- d. Lot - Excavating in October and moving forward
Mr. Smith -what trade – Electrical, plumbing, and new to HEO, cabinetry, painting
Dr. Savin with the new principal. Meeting in September to bring everyone up to speed with having the students working together across all campuses with these house projects. Discussion on the importance of these projects

2. Campus Updates

Principals

- a. BT—Students are excited to start, and there were many positive reactions today to starting at the CTC. We finished Intro to Manufacturing and Intro to Computers Networking and Security. Students noticed the difference in the classrooms.
- b. WS – Students are excited to start. Diesel has doubled in size. It is up and running. A new cafeteria floor was installed. Automotive got a new alignment rack. Attendance, at a guess, was well into the 90% range, with not all districts attending. WS has recovered from the flood. The loading dock and retaining wall have been updated with poured concrete.
- c. MJ -

3. Other Matters

Schedule upcoming meetings

Dec 9, 2024, at Willow Street

April 2025 Date and location will be voted on in the December JOC meeting

August 2025 Date and location will be voted on in the December JOC meeting

Adjournment

Mr. Swarr Motioned to adjourn; Mr. Enck second motion

Respectfully,
Amy Reis
acr