

Lancaster County Career and Technology Center Authority

Quarterly Meeting Minutes
December 11, 2023, 4:30 PM
Willow Street Campus

Anticipated Attendees:

- Authority Board of Directors: Mr. Jim Smith, Mr. Bob Enck, Mr. Charles Rohrer, Mr. Denny Coleman, Mr. Jeffrey Swarr. Rhonda Lord
- Administrative Attendees: Dr. Stuart Savin, Mr. Tom Wolfe, Mr. Tim Klein, Ms. Amy Reis, Mr. Jeremy King, Dr. Julie Frey

Meeting Agenda

1. **Public Comment**

Mr. J. Smith

Anyone wishing to make a public comment can do so at this time.

- Mr. Smith opened the meeting at 4:35 PM for public comment. - None

Items for Approval

2. **Motion to approve LCCTC Subdivision Plan Proposal Lot 2 Fairview St.**

Dr. S. Savin

- Proposal from DG Gohn for 36K to do all work necessary for the next subdivision. Reference map with red outline lot. All documents are secure for the shared driveway. Mr Enck, Is Lot 2 ready to be done? Dr. Savin, yes, this is the work necessary for the development. Mr. Swarr motioned 2nd – Motion to approve DC Gohn approved

3. **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. Coleman motioned to pay the bills- Mr. Enck 2nd the motion
- Side discussion to motion to approve the September minutes. Ms. Lord mentioned that we can approve them at the next meeting.

Informational Items

1. **The lease for Farmland at Mount Joy**

Dr. Savin

- Dr. Savin – Approval to Lease farmlands. Dr. Frey will work through the leasing of the diminishing farmland. As we start to build on the other side, lots 6, 7, 8, 3, and 4 will need a construction entrance. Once we start that, the lease needs to be done to reflect the changes.
- Mr. Enck – We can return some of the land to him as a construction road is not being used anymore. Mr. Klein -Yes, the construction road can be used again as we finish. Dr. Savin – It will be minimal farming land.
- Mr Smith – Is the leaser aware that we will be doing this? Dr. Savin – There have been discussions with the Hershey’s about this coming plan.
- Mr. Enck – Will we need to approve it? Dr. Savin – No, once the JOC approves, it will move forward. Mr. Rohrer Noted that it is a reasonably low rate to lease the land.

2. **Sink Hole Issues**

Mr. T. Klein

- Mr. Klein – At the HSC, our retention pond has some sinkhole issues. We have repairs, and it has opened up again. Appr 18 feet. Mr. Swarr, how far is it from the building? Mr. Klein – the building is safe as it is around the retention pond. Mr. Smith – The driveway? Mr. Klein – The driveway is approximately 50ft from the sinkhole. Mr. Enck - Who is doing the work? DR Kreider and DCS are doing the site verification.

3. Update on Lot Timelines

Dr. J. Frey

- Work Done – Lot 14 Currently, walls are primed, HVAC is planning heat this week, PP&L has approved electricity already
- Lot 1 – Currently, the house is framed, the 1st-floor walls are going up, and backfilling is 80% complete. Basement is done. A driveway is planning to be installed.
- Lot 2 – Looking at improved plans. Looking to excavate that house in the spring
- Mr. Smith – Do you think Lot 14 will be ready to sell in the spring? Dr. Frey – it will be ready. Dr. Savin – We were asked not to participate in the parade of homes. Mr. Enck – Why can't we do the parade of homes? Dr. Savin – I was told we were asked not to participate. But I will look into participating in the parade of homes. Discussion on participating as good exposure, and we should go for it. I think it was a timing issue from a previous home. Dr. Frey meets with Dr. Savin every 8 weeks. Mr. Klein – a meeting was started to compare how much we spend letting students do the work versus hiring out the particular activity. Mr. Smith -Speaking for the Authority, this is about students. Are they students or contractors on the things mentioned by Dr. Frey that need to be finished? Dr. Frey – The things mentioned are student projects. Discussion on the value of student-driven projects. Mr. Klein – Hopefully, we can get HEO involved soon to help with some of the work we send out. Dr. Frey – We are hoping to have students finishing and starting houses. Dr. Frey introduced a Tool Called Monday.com to help plan out the projects. Mr. Smith – We would like to be more involved as the Authority Committee. At least let us know about the meetings so one of us can be involved. Dr. Savin – We can let you know

4. House Project Financial Summary and Budget Update

Dr. Savin

- Referred to Copy of budget – explained the packets. We haven't currently provided the budget to the authority in history. Mr. Swarr – Ok with how it has been done. Discussions on what we have been doing and how it seems to work. The general consensus is to use the auditors' report as we have done in the past. Mr. Enck, Can I suggest a target price range, and can Authority have a ballpark? Dr. Savin – We will let you know

5. Campus Updates

Principals

- Brownstown – Tim Klein
 - Completed hot water heater project. Gas regulators are operational. Redid the painting area. Mr. Smith – Are they capital items? Some of them were. We are also working on the fence. Some were grants, and some were capital.
- Mount Joy – Dr. Frey

- Finished the welding area, Mr. Enck – What is open on the books? Mr. Klein is unofficially looking into moving a wall to build a mock home inside.
 - A New Assistant Principal – Andrew Purcell
 - Restaurant is Open
 - Extra give was won by MJ.
 - Working to fill the Thrive at 5 space.
 - WGAL is doing a culinary segment – Dec 16 at 11 AM
 - A student was picked to design a Christmas ornament with Precision Corp.
- Willow Street – Jeremy King
- Mr. Klein – Expanding the diesel program area. Mr. Smith – The welding program? Mr. King – The welding program is going better than expected. We need to work with sending schools to get seniors to come back and work in level 3. So, we will have a student complete all 3 levels early. Mr. Smith – How is that possible? Mr. Wolfe – Started as a junior last year. This student finished level 2 in the 1st semester. With communication with the school, parents, and Mr. King, that student can finish the school year at level 3. Mr. King, we will communicate with the sending schools that the opportunity is available if students meet all criteria. Mr. Smith – is placement good? Mr. King – Placement is good. High Steel, Goodhart, S & W. are just a few. Mr. Enck – Is there still a list of students that cannot get in? Mr. King – Yes, if they could choose a career cluster that could lead to welding.
 - Replaced 2 sections of a sewer line along the tree line
 - LANCCCTC – Diesel Program – Fineline Transport took 5 students on a shopping fee in uniform. Great public attention. Lancaster County Subaru donated 10K. Ford Corp– 202 Ford Navigator donated due to a flood. The whole environment has changed. This donation will help the students in electrical, body, and auto. Mr. Smith – are any of these vehicles EV or standard? Mr. King – They are standard.
 - Mr. Enck – Is there a document that tells us where the programs are? Mr. Wolfe – On the website, all programs are listed by campus if you go to the high school. We have rearranged to maximize students to our capacity. Mr. Swarr – How many students are there? Mr. Wolfe – Right around 1500. Mr. Enck – It would be nice to see the documents on how many students we have. Mr. Swarr – How many adults? Mr. Wolfe – that is difficult to answer as we always have turn around and graduations. Mr. Enck – How is the equipment holding up with all the programs using it? Mr. Wolfe – It is 2 different labs for the high school students and adults. We also cycle equipment with grants. Mr. Smith – Do we get donated equipment? Mr. Wolfe – We do not. We get state pricing

6. Other Matters

- Mr. Smith – Can we get the JOC meeting minutes? Dr. Frey – They are on the website under JOC.

Adjournment –Mr. Swarr– motioned to adjourn the meeting, Mr. Enck 2nd the motion. 5:32 PM