

Lancaster County Career and Technology Center Authority

Quarterly Meeting Minutes

March 28, 2024, 4:30 PM

Willow Street Campus

Anticipated Attendees:

- Authority Board of Directors: Mr. Jim Smith, Mr. Bob Enck, Mr. Charles Rohrer, Mr. Jeffrey Swarr
- Administrative Attendees: Dr. Stuart Savin, Mr. Tom Wolfe, Ms. Darla Gettle, Ms. Kelly Decker, Ms. Amy Reis, Mr. Jeremy King, Dr. Julie Frey, Dr. Kevin Peart, Mr. Jason Harris, Ms. Rhonda Lords, Via Teams – Mr. Zahirovic, Mr. Farano (Boyer and Ritter)

Meeting Agenda

1. Public Comment

Mr. J. Smith

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

-Dr. Stuart Savin, we did have a person ask us to change the time and date of this meeting. He will most likely be here at the next meeting.

Items for Approval

2. 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– Could we get a list of the bills that need to be paid so we know what we are paying? Dr. Dr. Savin – Yes, we can get you a list of the bills. Motioned to pay bills – Mr. Swarr motioned; Mr. Rohrer 2nd the motion. All in favor

3. Civil Action Hearing Notice

Dr. S. Savin

- Dr. Savin – One of the homeowners is taking us to small claims court. This is the last path this person can take. The version in front of us is not the corrected version with the date May 1st. Dr. Savin – There is a punch list of items. Dr. Frey – There were items that an independent inspector evaluated on the property. There were items that were visited with Mr. Martin from that evaluation (punch list). They parted ways, and we thought everything was good. Mr. Enck – Did we do an inspection? Dr. Savin – This is the owner who pushed to take ownership before it finished. He came to us with a list of things that needed fixing. We honored that. Mr. Enck – Did that list come out of the inspection report? Dr. Savin - Yes, the inspection reported these items, and we covered those items. Discussion of the repairs and sinkhole. Dr. Savin – The sinkhole appeared after one year of ownership. That was not on the list of items we originally covered. The action items are only the items listed on the civil action. Next Step – They are suing Mr. Martin and the school, not the Authority. May 1st at the Magistrate Office in Elizabethtown is the date of the hearing. Ms. Lords agrees that we are good and moving forward.

4. Mt Joy Entrance Paving

Mr. T. Wolfe

- Proposal for \$19K – Getting this done sooner than later is better. It will help move forward with Lot 2. We have to do the paving regardless

5. Mt Joy Entrance PP&L/Brightspeed Pole Move & Waterline Installation

Mr. T. Wolfe

- Needs to get done quickly as the permit runs out in early June. We have gotten a price of \$12K. We have lost communication with Brightspeed. We are actively trying to contact them.

Brightspeed owns the pole that PP&L is using. The Waterline proposal has to be completed to complete these homes in the shared Driveway. We want to get this done by the end of May. We have a variance hearing at the end of May. The more we can get done before that hearing, the more favorable it will be. Mr. Enck – Where is the shared drive? Mr. Wolfe - The shared driveway is coming off Fairview. Mr. Swarr motioned to approve. Mr. Enck 2nd the motion. All in favor

6. Permission with DC Gohn

- We need to have a plan for what we are doing moving forward. I recommend having DG Gohn do all the planning work for the next housing project. This will be proactive. Mr. Harris – Would it make sense to make a motion to have them as Engineering of Records for the Subdivision lots 6, 7, and 8? Discussion- Mr. Enck motioned it. Mr. Rohrer 2nd. All in favor

Informational Items

1. Update on Lot Timelines

Dr. J. Frey

- Progress report – Completed items: HVAC is done, and trim and kitchen cabinets are 90%. May - look at grading; June- the plumbing will be finished. Lot 1 is moving along. 95% framed. 85% plumbing and electrical. Still discuss garage, etc. Mr. Smith – Is the bulk done by students? Dr. Frey – At the last meeting, looking into pulling more students to do the work. With timelines, student preparedness is all a factor. We are always looking to see what the student can do more.

2. [Rotary Park MOU](#)

Dr. S. Savin

- Lease is up in 29. There are no changes except contact people. We revisit every couple of years

3. House Project Financial Summary and Budget Update

Mr. J. Harris

- 235K is the grand total of expenses for the house project. Discussion on the printout of details of expenses.

4. Audit Draft - Boyer Ritter

Mr. J. Harris

- Mr. Zahirovic and Mr. Farano from Boyer and Ritter joined through teams. Mr. Zahirovic introduced and reviewed the financial report that was handed out. Mr. Farano- Discussion on Lot expenses and authority expectations within the handout.

5. Campus Updates

Principals

- Brownstown – Computer systems upgrade for security and ability to service our students. Renovations are happening in that classroom. Work in Intro to Manufacturing is also getting renovated. Assistant Principal interview are happening, 2nd round will be coming. We are hoping the candidate will start on July 1
- Mount Joy – New Metal Fab Instructor – Mr. Clark is doing well. NTHS Kindness Campaign – It went very well – Students worked with SDoL Elementary school to build raised. The Spring OAC buffet served 150 individuals; the Restaurant hosted high tea for 280 guests, and six lunches served 336 guests. In Lancaster newspaper, there is a feature article about organic egg dying. Another focus was that the Aevidum club sponsored a guest speaker, “Finding your way to Mental Health. Campus visits happened across all the campuses with 8th graders
- Willow Street – We are expanding Diesel. We have offered to an individual for the new Diesel program. It will be two separate classrooms with two separate labs. Began NOCTI, Dental certification 8 of 8 students passing. Hallways are lined with student projects. Keeping students engaged in their own product. The paint simulator is fun to visit. It makes you feel like you are there and gives results of students' painting skills with real-time data.
- HSC - We have repaired the sink whole again. Hopefully, it will be fixed this time.
- Mr. Smith – Where do we stand with the Parade of Homes? Dr. Savin – We are working on it with our realtor.

6. Other Matters

- Mr. Enck– We asked about approving paying bills without seeing them. I couldn't find any minutes sent out. Ms. Decker – We will look into why you didn't get them. Mr. Harris, we will need to add to the agenda permission to pay
- Next meeting June
- Motioned to adjourn – Mr. Swarr motioned to adjourn, and Mr. Enck 2nd the motion. All in favor

Adjournment