

# Lancaster County Career and Technology Center Authority

Quarterly Meeting Minutes  
September 28, 2023, 4:30PM  
Mount Joy Campus

## 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, Mr. Frank Ayata, Ms. Darla Gettle, Mr. Tim Klein, Ms. Kelly Decker, Mr. Jeremy King, Dr. Julie Frey, Ms. Rhonda Lord, Dr. M. Laush

## Meeting Agenda

### 1. Executive Session

### 2. Board Officer Election

Dr. S. Savin

- Dr. Savin led a discussion regarding Election of Officers
  - Current Officers
    - Chairman Mr. J. Smith
    - Vice Chairman Mr. B. Enck
    - Secretary Mr. D. Coleman
    - Asst Secretary Mr. C. Rohrer
    - Treasurer Mr. J. Swarr
- Mr. C. Rohrer motioned to keep Officers the same; Mr. J. Swarr 2<sup>nd</sup> the motion, All approved

### 3. Public Comment

Mr. J. Smith

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

- Jack Thomas – property owner interested in purchasing or leasing an area beside his home that is currently CTC property. Mr. Thomas has been handling landscaping for some time, to keep the area around his home look nice. Mr. Thomas also stated he had sent a letter at the beginning of the year asking for the above-mentioned. If approved, he would also like to keep a small trailer on the property where he stores his landscaping tools.
- Mr. C. Rohrer – ask Mr. Thomas to show the property line regarding his request.
- Mr. J. Smith – ask for information regarding the water line concerning other projects.
- Mr. J. Felix – a neighbor of Mr. Thomas, was also present and stated that Mr. Thomas has been managing the area for some time.
- Mr. J. Smith – thanked Jack Thomas for his time and stated they would be looking into this and we will get back to him.

## Items for Approval

### 1. Motion to ratify, confirm, and approve any actions taken by any officer, agent, or employee of the LCCTC Authority occurring between December 1, 2022, until present.

Dr. S. Savin

- Mr. J. Swarr motioned, Mr. C. Rohrer 2<sup>nd</sup> the motion, All approved

### 2. Permission to Pay Bills- as needed until meeting

Mr. J. Smith

*Including any residual audit-related bills that need to be paid*

- Mr. B. Enck motioned, Mr. J. Swarr 2<sup>nd</sup> the motion, All approved

### 3. Rain Keeper - \$2000.00 per house cost be paid by Authority

Dr. S. Savin

- Mr. B. Enck motioned, Mr. J. Swarr 2<sup>nd</sup> the motion, All approved

## Informational Items

1. The Latest Subdivision was Approved Dr. S. Savin
  - Planning Commission and MJ Township Supervisor approved
  - We are able to do the project in smaller parts.
2. Superior Walls Contract Approval – precast walls Ms. K. Decker
  - Ms. K. Decker - One bid was received from Weaver Superior Walls. The bid was approved, and the purchase order was sent out, totaling \$32000.00
  - Mr. J. Smith – how many bids did we receive?
  - Ms. K. Decker – only one bid was received
  - Mr. J. Smith – when you put out bids how is that advertised?
  - Mr. F. Ayata – bids are put out typically for a two-week period, we also advertise on our website, and if there are vendors we are aware of we will send it to them as well.
3. Sink Hole Developing Dr. S. Savin
  - Dr. S. Savin – explained there is a sinkhole developing near the house that was sold over two years ago. Responsibility should be on the current owner
  - Mr. J. Smith – once the house is sold, it should be the owner's responsibility
4. The lease is coming due for Farmland at Mount Joy Mr. F. Ayata
  - Mr. F. Ayata - Lease has a current end date of December 2023. S. Hershey, the current lease holder would like to review the lease for another 5-year term at a new rate.
  - Dr. S. Savin – there needs to be an out clause added to the next lease.
  - Mr. J. Swarr – How many acres?
  - Dr. S. Savin – we will need a construction access road in that area for future projects.
  - Mr. F. Ayata – would like to put this out for a new bid to lease the farmland but wanted input from the Authority.
  - Mr. C. Rohrer – is it possible to add a “no liquid spray manure” to the lease?
5. Update on Lot 14, 209 Fairview Road Dr. J. Frey
  - Dr. J. Frey- the good news is we are gaining ground on what was behind from last year. Last year we started about six weeks late.
    - o Installation is complete and has passed inspection
    - o Stone veneers are installed
    - o Gas line is finished
    - o The electronic trench is installed, and inspections are complete; we are just waiting for PP&L to come out and finish that.
    - o Drywall hanging is 65% complete; this should be completed by the end of October.
    - o Ceilings are done, and walls are about half complete.
    - o The goal is to have the house available for sale by the end of the school year.
  - Dr. J. Frey – Would you like to know about Lot #1?
    - o Lot #1 – lot stake out occurred on September 19<sup>th</sup> and 20<sup>th</sup>.
    - o Excavation should be complete tomorrow, September 29, 2023.
    - o Stone is in for the pre-cast walls between October 2, 2023, and October 12<sup>th</sup>.
    - o Pre-cast walls will be installed on October 19<sup>th</sup> and October 20<sup>th</sup>.
    - o Shooting for the cement flooring to be installed October 30<sup>th</sup> – November 6<sup>th</sup>.
    - o The house should be ready for trim at the beginning of next school year.
6. Update on Relocation of Sewer Pipe – bill back to the Authority Mr. T. Klein
  - Mr. T. Klein - Sewer pipe is installed down through Fairview.
  - Mr. J. Smith – when do you expect this to be finished
  - Mr. T. Klein – The sewer is finished; they just have to hook it to the new houses as they are finished.
7. Cove Park Dr. S. Savin
  - Dr. S. Savin – Follow up from the executive session, we need to find out what we want to do with the property, 2029 is the next lease renewal for Cove Park
  - Dr. S. Savin – Working through the issue with the individual that wants to protect their property boundary.
  - Dr. S. Savin – need to figure out what to do, seeing that we have no need for the land. We can never build on it because it is wetlands.

- Mr. B. Enck – stated he can't remember why we accepted this land in the first place, He thinks it was based on a sewer line and does not want to replace that.
- Dr. S. Savin – we might want to think about using it as leverage to get the authority to take the sewer line that they never took from us.

## 8. House Project Financial Summary

Ms. K. Decker

- Ms. K. Decker –
  - Lot 14 expenses for the 23/24 year are \$13,241.39
  - Lot 1 expenses for the 23/24 year are \$10,139.50
  - Fairview Avenue Subdivision expenses for the 23/24 year are \$34,462.40
  - Total expense paid out \$47,703.79
- Mr. J. Smith – had a question regarding the Subdivision allocation number
- Ms. K. Decker- the spreadsheet will be reviewed tomorrow with Mr. F. Ayata and An update will be sent including a description of where the numbers are populated from.
- Mr. F. Ayata – there are two houses on the subdivision allocation, so the allocation is divided 2, but we will review the worksheet and get back to you tomorrow.

## 9. Campus Updates

Principals

- Ms. D. Gettle- Brownstown update
  - All good things and no major issues
  - Sewer plan is completed
  - Fence is installed just waiting on completion
  - Powersports moved to Brownstown from Willow Street
  - Three new teachers, Painting, Digital Design, and Photography, all doing well.
  - Kids have been great, this year, they greeted you more, been great so far.
- Mrs. J. Frey – Mount Joy update
  - House update already given
  - Kicked off the school year very positively, with many great things happening.
  - Students are more social.
  - Welding room updated painted, and the floor resurfaced.
  - Employer engagement, had three rooms filled with industry and students.
  - Five students hired from the Welding.
- Ms. D. Gettle- kudos to Dr. Wienand for setting everything up, she did an amazing job.
- Mr. J. King – Willow Street update
  - Expanding Diesel since Powersports has moved to the Brownstown Campus.
  - Diesel will become a two-teacher program, the goal was to target the gaps in education.
  - Currently, Diesel has 25 students with a waiting list of about 40 students.  
With two teachers the class size will increase to 50 students
  - Sewer at the end of the 100 hall is complete but we are still waiting on the terrazzo.
- Ms. D. Gettle- Dr. Wienand will be sending out a survey those who participated, this is the first year this was done. It was a really great event.

## 10. Other Matters

### Adjournment

- Mr. J. Swarr motioned to adjourn; Mr. B. Enck 2<sup>nd</sup> the motion, All approved