

Finance Committee Minutes

Meeting Information			
Meeting Date/Time:	Wednesday, March 25, 2026 2:00 PM EDT	Location:	Virtually- Zoom
Meeting Called By:	Mr. Andrew Welk	Purpose of Meeting:	Committee Meeting
Chairman:	Mr. Andrew Welk	Recording Secretary:	Ms. Amy Reis
Purpose Statement:	Assist the Joint Operating Committee in fulfilling its oversight responsibilities of the LCCTC’s management of its financial resources. This includes, but is not limited to, LCCTC’s financial planning, purchasing, and capital management processes.		
Attendees			
Mr. Andrew Welk, Mr. Philip Eby, Mr. Jerry Steinman Mr. Jeremy Wiker, Ms. Kelly Decker, Ms. Rachel Hetzel, Dr. Scott Long, Mr. Michael Moeller, Ms. Amy Reis			
Minutes			
Call to Order at 2:00 PM by Mr. Andrew Welk			
Previous Meeting Minutes Mr. Welk	Previous month’s meeting minutes and open action items		
Financial Reports - Treasurer’s Reports: General Fund - February; Began with (43,291.67); Ended with \$439,623.35 Money Market Account - February Began with \$7,466,662.87; Ended with \$5,293,820.54 Cafeteria Fund - February Began with \$249,326.96; Ended with \$256,672.06 Capital Reserve 2001 - February; Began with \$941,886.65; Ended with \$944,466.13 Capital Reserve 2018 - February; Began with \$1,846,927.07; Ended with \$1,815,159.01 Production & Activity Accounts - February - Brownstown; Began with \$59,425.52; Ended with \$55,881.60 - Mount Joy; Began with \$72,725.71; Ended with \$70,617.99 - Willow Street; Began \$99,909.19; Ended with \$88,124.19 Bill Payment: Listing, Summary GT payments \$3,020,828.56 General Fund - Bill Payment List - February 2001 Capital - Bill Payment List - February - No payments to report 2018 Capital - Bill Payment List - February Internal Service Fund Report - Health February Rev \$243,222.80; Exp \$381,956.31; Bal \$772,213.77 Internal Service Fund Report - Unemployment - February Rev \$0.00 Exp \$299.00; Bal \$53,948.93 13 Month Rolling Treasurer’s Report Balances - February Financial Comparison Report Mr. Wiker - This is a new report. Page 1 is a Board Summary. Reviewed what we budgeted versus what we have spent with a YTD chart. This report can be changed as the Committee sees fit. The committee agrees this looks good, and let give it a month or two and revisit. We will be looking into showing Adult Ed on its own as another new report, which is a little more complicated, and we are exploring how to show that.			
Permission to Purchase/Bid/RFP, Award Bids/RFPs			

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- **Permission to Purchase** - Mr. Wiker explained that we have \$2.7M in capital available. Reviewed the total of each of these capital purchases. Boilers, hot water heater, and fire systems are a priority. If no grant money, the total cost will be \$1.6M; if we get the grant money, it could be as low as \$770K. Mr. Welk asked for some details on the funds we requested a few years ago for roofs. Mr. Wiker, This is an ongoing, multiyear project and we are nearing completion. Mr. Eby, were other bids submitted for the boilers? Mr. Klein received 3 quotes from Co-stars vendors. The quote chosen seems like the best system and is also the least expensive.
 - [Brownstown Fire System Upgrade](#) - Capital
 - [Mount Joy Fire System Upgrade](#) - Capital
 - [Mount Joy Boiler](#) - Capital
 - [Mount Joy Hot Water Heating System](#) - Capital
 - [Mount Joy Roof](#) - Capital
 - [Willow Street Boiler](#) - Grant funding pending, or Capital
 - [Willow Street Roof](#) - Grant funding pending, or Capital
 - [CDL Door Access Controls](#) - Safety Grant - Mr. Wiker explained that CDL is a separate building access system. They are in trailers, so we need to secure them.
 - **Supplemental Equipment Grant Items.** Ms. Decker went through each piece of equipment to explain which program was used for it. We were awarded \$659,958.23 for this supplemental equipment grant. We must get it all paid and installed by June 30th. The state has indicated they will not do an extension this year as they have in the past.
 - [Allegheny Educational Systems - Amatrol AB Control Logix](#)
 - [Atla Enterprises - Lathe](#)
 - [Verathon - BladderScan i10](#)
 - [Xtool - Engraver](#)
 - [K&K Youndt Excavating - Tamper](#)
 - [GovConnection, Inc - Desktop Firewall, Licensing, and Delivery](#)
 - [Benco - 3 Dental Chair Units](#)
- **Permission to Bid**
 - Live Turret Lathe
 - Mini CNC Mill

Seeking Approval

- **LCCTC/LCCTEA CBA 2026-2031** - [Redline Document](#), [Final copy](#), [MOU](#) Mr. Wiker explained that the CBA voted and approved the 2026-2031 CBA. There will be a discussion during the executive session. It is as presented last month, except for a couple of words which were adjusted for clarity. Mr. Steinman, do we know what the bottom line is for next year? Mr. Wiker, it came in lower than I initially budgeted. I went with higher than the 3.95% that was negotiated. I will be calculating the margin and will be coming with proposals in coming months. Discussion percentages over the next few years.
- **ATI Contract Renewal** Mr. Wiker - Dr. Brendle has asked for this to be used and it was budgeted for in the new budget. This is the comprehensive version
- **SOS Contract Extension** Mr. Wiker - We met with them to discuss some communication and recruitment issues. It was a productive meeting, and they have agreed to make some changes so we are looking to extend the partnership for a year.
- **Rx and Go**, Mr. Wiker- this is a free service to CTC. It is an alternative that our staff can utilize for their mail order prescriptions. We are asking permission to sign up for it.

Approve Finance Committee Report – Vote

Informational Items

- [HealthWorks](#), Mr. Wiker explained, HealthWorks is an alternative healthcare delivery model, a center that offers different types of care. It is free to employees who sign up. They will not be charged a copay nor will they incur claims so it will not be applied to their deductible. HealthWorks does much in-house. There is one here at Willow Valley, one at Rock Lititz, one in Ephrata, and one in Mount Joy, etc. They are popping up around the county. We need a certain number of employees to sign up. It would cost the CTC \$65.00 per employee per month who is signed up. We would invest \$20K for 25 employees to sign up. The goal would be to save at least \$20K in claims and improve health outcomes. Some companies and school districts have seen 89% - 130% savings after a few years. It might be worth trying to get better outcomes. Mr. Welk feels this is a good service to provide. What kind of impact would it have on our current budget for next year? Mr. Wiker – It would be an initial outlay of \$65 per employee who signs up and hopefully a savings as we go through the year. The more employees who sign up, the higher the initial costs but also the greater the potential for savings on claims. Discussion on HealthWorks and the program's capability and capacity.
- [Willow Valley Agreement](#) - Mr. Wiker, the LCCTC Authority Board gave permission to myself and Mr. Klein to negotiate with Willow Valley. Willow Valley wants to use some of our farm land at Willow Street as overflow parking for their construction site. We have worked with Willow Valley and the farmer who rents the land. Everyone is in agreement and they will begin using 3 acres in 2027.
- [Spyglass Agreement](#) - Mr. Wiker - This is their follow-up from their previous work with the CTC in 2022. They find savings in cable and phone bills. We think that there won't be much for them to find this time, as Ms. Hetzel does a fantastic job in saving us money on these agreements.

	Adjourned at 2:43 PM by Mr. Welk
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Next regularly scheduled meeting: Wednesday, April 22, 2026
