

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
FINANCE COMMITTEE MEETING**

March 12, 2018

Carl T. Secor Administration Building – Board Conference Room

5:30 P.M.

Minutes

- I. The Chairman, Lisa VanWhy, called the Finance Committee meeting to order at 5:30 p.m. and led those present in the Pledge of Allegiance. Secretary, Patricia Rosado called the roll.
- II. **Board Committee members Present:** George Andrews (arrived at 5:34 p.m.), Larry Dymond, Rich Schlameuss and Lisa VanWhy.
- III. **School Personnel Present:** Jeff Bader, Brian Borosh, Tom McIntyre, Fred P. Mill, Daryle Miller, Ryan Moran, William Riker, Patricia Rosado, Paul H. Schmid and Bob Sutjak.
- IV. **Community Members Present:** Joe Hogan, Chuck Leonard and T.J. Lonergan
- V. **APPROVAL OF AGENDA AND MINUTES**

Motion was made by Richard Schlameuss to approve the agenda for March 12, 2018 and with members of the Committee reserving the right to add to the agenda and take further action in the best interest of the District. Motion was seconded by Larry Dymond and carried unanimously, 3-0.

Motion was made by Richard Schlameuss to approve the minutes of the February 12, 2018 meeting. Motion was seconded by Larry Dymond and carried unanimously, 3-0.

VI. ITEMS FOR DISCUSSION:

a. 2018-19 Breakfast & Lunch prices

Mr. Schmid said last year he requested an increase of 10 cents for lunches. He is now requesting an increase of 10 cents for breakfast and lunch prices. There have been no increase for the breakfast prices since 2009. Mr. Schmid said the increase will help to cover the increases in benefits, retirement and wages. The new breakfast and lunch prices are comparable to the area school districts. The increase will generate \$23,000 in additional revenue from the lunch meal cost and \$5,200 in additional revenue for the breakfast meal cost.

b. JTL Irrigation System

Mr. Sutjak said that the Grounds Department would like to update the portable irrigation system at the J. T. Lambert field. Three quotes were obtained and the lowest one came from Rain-Flo Irrigation in the amount of \$3,269.00.

- c. GASB 77 Tax Abatement Disclosures
Mr. Bader said that GASB 77 issued by the Governmental Accounting Standards Board requires that effective next year governmental agencies such as the school district will need to disclose the particulars pertaining to tax abatements, i.e. TIF, LERTA, etc. The District will need to show the amount of tax revenue lost as a result of the tax abatement.
- d. Payment of Bills
Mr. Schlameuss requested that the district submit to the Board members invoices and not a register of what was already paid for their approval. Mr. Bader asked if they would prefer receiving a list of all checks that were cut prior to them being mailed out. Mr. Schlameuss said only bills that cannot wait to be paid can be sent. Mr. Bader said that either the Board President or Vice-President comes in and reviews all of the checks before signing them and that prior Boards were comfortable with that process. If the Board would like to change the current procedure, then the policy needs to be changed. Mr. Schlameuss also asked that the budget vs. actual report provided in the Board packets include month to date as well as year to date. Mr. Bader said he will try to revise the current format in order to comply with Mr. Schlameuss' request.
- e. Property & Facilities Items
 - i. Master Locators Proposal – Stormwater Investigation - \$6,000
 - ii. CSI Proposal – JTL PA System - \$32,420Mr. Bader said the above mentioned items were approved by the Property/Facilities Committee Meeting and forwarded to the Finance Committee for their review and approval.
- f. Additional School Police Officers
Mr. Mill said that he recently had requests from J. M. Hill Elementary School and Bushkill Elementary School for him to place a full time police at their building. This will complete the police force in the district. He presented the committee with the estimated cost to add these two positions. In addition to their salaries, they will need the funds to train them and to provide them uniforms.
- g. TIF Update
Mr. Schlameuss introduced Mr. Chuck Leonard who came to talk about the Smithfield Gateway Project. Mr. Leonard said this project has the support from the county and municipalities. They have secured grants and will be getting a ten-year loan. The project will create about 900 jobs and generate revenue in taxes for the township, municipalities and especially the school district. Mr. Leonard said he needs the approval from the Board in order to move forward.
- h. Payment in Lieu of Taxes
Mr. Bader said the district receives an application for payment in lieu of taxes every year from the National Recreation Area project. Instead of taxes, we receive an amount of \$11,599.14 for a property that is assessed for \$94,371.00.
- i. Middle Smithfield Elementary Doors
Dr. Riker said there are two doors at Middle Smithfield Elementary School that are access compromised, which causes a safety issue. One door leads to the playground and the other to the nurse's office. Mr. Borosh said that CSI will do the bulk of the work. The installation will cost extra. The pricing is per the PEPPM 2018 Bid.

VII. PUBLIC PARTICIPATION – LIMITED TO ITEMS OF DISCUSSION

None

VIII. ADVISORY RECOMMENDATIONS FOR CONSIDERATION BY THE BOARD OF EDUCATION

RECOMMENDATION BY THE COMMITTEE:

Motion was made by Rich Schlameuss to recommend that the Board consider for approval the following items. Motion was seconded by George Andrews and carried unanimously, 4-0.

1. The cafeteria school breakfast and lunch prices for the 2018-19 school year with a \$.10 increase in breakfast and lunch prices.
2. The proposal from Rain-Flo Irrigation to purchase a Kifco portable, self-retracting, above ground irrigation system in the amount of \$3,269.00.
3. The proposal from Master Locators to perform additional stormwater pipe investigations in the amount of \$6,000.00.
4. The proposal from CSI to replace the public address system equipment at JTL in the amount of \$32,420.00.
5. The hiring of two additional 10-month School Police Officers.
6. The Application for Payment pursuant to Section 604 of the School Code for payment in lieu of taxes for property acquired by the Commonwealth for the National Recreation Area project located in Lehman Township, Pike County.
7. The proposal from CSI to install access control on two doors at Middle Smithfield Elementary in the amount of \$7,030.62 plus labor anticipated to be approximately \$3,000.

IX. NEXT MEETING – April 4, 2018 at 5:30 pm

X. ADJOURNMENT: 7:04 p.m.

Respectfully submitted,
Patricia L. Rosado,
Board Secretary