

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

**July 9, 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, Larry Dymond, Rich Schlameuss and Lisa VanWhy.  
  
**School Personnel Present:** Jeff Bader, Tom McIntyre, Fred Mill, William Riker and Patricia Rosado.
- III. **Community Members Present:** None
- IV. **APPROVAL OF AGENDA AND MINUTES**

**RECOMMENDATION BY THE COMMITTEE:**

Motion was made by Rich Schlameuss to approve the agenda for July 9, 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 George Andrews and carried unanimously, 4-0.

**RECOMMENDATION BY THE COMMITTEE:**

Motion was made by George Andrews to approve the minutes of the June 11, 2018 meeting. Motion was seconded by Lisa VanWhy and carried unanimously, 4-0.

**V. ITEMS FOR DISCUSSION:**

- a. Rollback Tax Appeal  
Mr. Bader said that the East Stroudsburg Borough purchased some land that is situated in Smithfield Township in order to do work on the reservoir. The property owner is now requesting that the Act 319 Rollback taxes in the amount of \$518.21 be forgiven, since the Rollback taxes were not factored into the sale price. The County and Township's taxes may have been waived. Mr. Bader will find out the price off the tax rolls.
- b. MCTI NSLP Agreement  
Mr. Bader said that the National School Lunch Program agreement is made between the district and another entity when students eat lunch there. The District does the free/reduced lunch certification so the other entity can provide meals at the appropriate rate. The Committee decided that no Board action is needed. The Committee would like a list of agreements that the district signs off on and that do not require Board action. This particular agreement gives the right to the district to share information, in this case with

Monroe Career & Technical Institute, with an entity about students that are entitled to free and reduced lunch/Federal Funding.

c. 2019-20 Bus Purchases

Mr. Bader said that after September due to tariffs, steel prices will increase and cause the prices of school buses to increase by \$2,100 per bus. The district plans to purchase 25 buses for the 2019-20 school year. The purchase normally takes place in November or December. If the district waits until this date to purchase the buses, they will incur the additional expense. If the district purchases the buses by the middle of September, they will save about \$62,500. Discussion was held about what vendors to buy the buses from. NJPA Blue Bird buses come from Brightbill, which is the only NEPA vendor. The Committee recommended that Mr. Bader get independent estimates from out-of-state vendors and bring this information to the August meeting. The 25 buses will be the end of the turnover to propane.

d. Property & Facilities Items

i. Smithfield Hot Water Storage Tank – Super Heat - \$12,200.00

Mr. Bader said that the Smithfield Elementary School water heater failed and was leaking. The insurance policy covers this issue and will pay the claim except for the \$500 deductible. Since Super Heat worked on the water heater to provide a temporary fix, the Property & Facilities Committee recommended they make the permanent fix even though other companies provided a quote which was slightly less than Super Heat's.

ii. HSN Roof – D'Huy Engineering Proposal - \$35,900.00

Mrs. VanWhy said that D'Huy Engineering is going to perform preliminary services that are necessary for the development of bid documents. The project is estimated at eight million dollars. Plans are needed before a final decision can be made.

**VI. PUBLIC PARTICIPATION – LIMITED TO ITEMS OF DISCUSSION**

A. Mr. Schlameuss asked for the status of the J. M. Hill Elementary School sidewalks project. Mr. Dymond said they are busy working on it. Mr. Bader said that the district received the permit.

B. Dr. Riker said that he is proposing that subsets of the budget be discussed monthly. He asked Mr. McIntyre to begin in September bring a review of the budget to each Finance Committee Meeting, if the Committee agrees. The review will include full details and will provide the Committee with background information. If the Committee wants all Board members to be involved, then they should dissolve all Committees and just meet in Board Work Sessions. The other options is for interested Board members to attend the Committee meeting of their choice. The Committee agreed for budget discussions to begin in September.

VII. **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.

- a. The exoneration of Act 319 Rollback taxes in the amount of \$518.21 on parcel #16/11/13.
- b. The proposal from Super Heat in the amount of \$12,200.00 for the replacement of the boiler and piping to the hot water storage tank at Smithfield Elementary School.
- c. The proposal from D'Huy Engineering in the amount of \$35,900.00 for field investigations needed to develop the scope of work for the roofing work needed at HSN and LIS.

VIII. **NEXT MEETING** – August 13, 2018 at 5:30 pm

Motion was made by George Andrews to adjourn. Motion was seconded by Rich Schlameuss and carried unanimously, 4-0.

IX. **ADJOURNMENT: 6:26 p.m.**

Respectfully submitted,  
Patricia L. Rosado,  
Board Secretary