

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
FINANCE COMMITTEE MEETING
April 11, 2022
Administration Center Board Room and Via Zoom
5:30 PM
Minutes**

- I. The Chairperson, Rebecca Bear, 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, Rebecca Bear, Wayne Rohner and Richard Schlameuss.

School Personnel Present: Brian Baddick, Diane Kelly, Kristen Long, Edwin Malave, Craig Neiman, William Riker, Patricia Rosado and William Vitulli.
- III. **Community Member Present:** Larry Dymond and Jacob Morris.
- IV. **Approval of Agenda and Minutes**

RECOMMENDATION BY THE COMMITTEE:

Motion was made by George Andrews to approve the agenda for April 11, 2022 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 Richard Schlameuss.

Motion was made by Wayne Rohner to add to the agenda the discussion of a RFQ (Request for Qualifications) for a Free Energy Analysis. Motion was seconded by George Andrews.

The agenda with additions was carried unanimously, 4-0.

Mr. Rohner said that Mr. Jacob Morris is looking for us to add on the agenda the energy use analysis. I am looking to add this on the agenda so that I can create minutes so that we can move forward with this. Mr. Schlameuss said we have a firm that does that now. They do evaluations. Mr. Rohner said the contract expires in 2023. This is a free analysis so we are looking to add this to the agenda so we can have that done. It is not costing us anything. Mr. Schlameuss said we can also have Penn State look over our bills. There are a bunch of different firms that do this. Maybe we should put out a Request for Qualifications for firms to do this kind of work. There are a number of different organizations out there. That way we can find the firm that is in our best interest. Mr. Rohner, at the end of the day, we are delaying the inevitable. Mr. Schlameuss said you said the contract is through 2023. Mr. Rohner said that is when the current agreement expires. Mr. Schlameuss said we cannot do anything right now anyway. Mr. Rohner said I am not looking to do anything right now. We are looking to get a free analysis on our energy use. Mr. Schlameuss said if we were to put out an RFQ, a Request for Qualifications, from firms that do that, we can explore all of our options so that we can get the best fit for our organization,

right? Mr. Rohner said I don't know. Mr. Schlameuss said I would assume. Mr. Andrews said I thought we already discussed this last month. Mr. Rohner said we have been discussing this for over a year. Mrs. Bear asked how would you like to add it to the agenda. What would you like the wording to be? Mr. Rohner said just add it to the agenda to see if it passes. At least I am creating minutes so that my community is starting to get educated. Mr. Schlameuss said add it as and RPQ for a free energy analysis. The firms that are interested in providing that analysis will apply and we will select the one that best fits our organization and we can go from there.

RECOMMENDATION BY THE COMMITTEE:

Motion was made by George Andrews to approve the minutes of the March 14, 2022 meeting. Motion was seconded by Richard Schlameuss and carried unanimously, 4-0.

V. Items for Discussion:

- a. High School South Steamer - Bid Award - Nova Equipment & Supplies, \$24,853.19

Mr. Neiman said this item might look familiar to this committee because this was presented to you last month. However, after the committee meeting and prior to the Board meeting, I was informed that this item was not properly bid due to the dollar amount. Over the last month, we put this item out to bid. Several bidders were interested. However, Nova Equipment, who also submitted the bid last month and again this month, was the lowest bid that met all of the specifications. As a reminder, the majority of this purchase is going to be funded by a grant for food service equipment. The actual cost to the district would be approximately \$2,000. Mr. Rohner asked if this vendor is part of Co-Star. Mr. Neiman said the winning vendor is not a Co-Star vendor but we received a total of three quotes. Mr. Andrews asked did we already purchase this item. Mr. Neiman said since the quote was good through the end of March, I directed the Food Services Director to go ahead and execute the agreement. Mr. Andrews said I saw the discussion about purchasing the item and that is why I was asking.

- b. HR Furniture - BMC Office Furniture Quote, \$10,924.65

Mr. Neiman said as part of the administrative shifts and the addition of a couple of individuals to the Human Resources (HR) Department, there was a need to add two desks to that office. What you see here is a quote from BMC Office Furniture who is a State Contract vendor who provides furniture to the Administration Building. Mr. Andrews asked from what department are we shifting people to the HR Department. Mr. Neiman said we brought in a secretary from an elementary school to support Human Resources and a Confidential Secretary from the Business Office was transferred to HR. Mr. Andrews asked why do we need more people in HR. Dr. Riker said I brought that position to the Board and the Board approved the addition of that position. Mr. Andrews said you said there were two positions. Dr. Riker said one was a move of someone from the Business Office to

the HR Department. The other one was the secretary position, which was approved by the Board. Mr. Andrews said I don't remember that is why I was asking the questions. Mr. Rohner asked how long ago did we approve that. Mr. Schlameuss said about two months ago. Dr. Riker said a few months back. Mrs. Bear said she remembers doing that. Mr. Schlameuss asked if we are knocking walls down. Dr. Riker said they added a wall for the file room. We are doing that job internally. The maintenance staff is doing a nice job.

c. North Pro Sled with Pads - Riddell Quote, \$5,605.40

Mr. Andrews asked if this expense will be paid through St. Luke's. Mr. Neiman said St. Luke's dollars will be paying for this item. Mr. Bear asked if this is for football. Dr. Riker said they use this equipment for blocking. Mr. Rohner said since we are talking about St. Luke's purchases, we have received as of today \$181,000 and we might have spent \$21,000 - \$24,000. What is the plan for the rest of those dollars? Dr. Riker said we are not required to spend all of the money. Mr. Rohner asked what is the plan. Dr. Riker said as things come up that we may need, we can look to spend at that time. We are not just going to buy things for the sake of spending money. Mr. Rohner said understood. Mrs. Bear asked if we can roll the money into next year. Mr. Neiman said we can earmark it in a fund and hold it if it is not all expended by the end of the fiscal year. Mr. Andrews asked are we going to have a St. Luke's Fund as a line item. Mr. Neiman said on the accounting side, we do separate out a St. Luke's fund. Mr. Andrews asked if we will get a read out every month of St. Luke's funds. Mr. Neiman said it would be another report for the Business Office to create. Mr. Andrews asked if it would be difficult to do. Mr. Neiman said it would not be difficult but it would be another report for the business office to create. Mr. Rohner said maybe we should put it on the balance sheet. Mr. Andrews said I am curious to know what it is. I am just asking. Mr. Schlameuss said why don't we check to see if it is already a part of the accounting that we get. If not and if we feel we need to have it, it can be part of the discussion at a later time. Mr. Andrews said it is not critical. I would like to know. It is not a need to know.

d. Payment in Lieu of Taxes - National Recreation Area, Pike County, \$11,644.44

Mr. Neiman said, as presented, this is an annual document that comes from the Department of Education. These are funds to be received from a piece of property that was taken over by the State. Mrs. Bear asked do they pay taxes. Mr. Neiman said they do not. Mr. Andrews asked is there a formula they use to calculate this. I was looking it over and could not figure it out. Mrs. Bear said they estimate the value of it and take the mill rate and it is what it is. Mr. Andrews said it says 123 mills. Mrs. Bear said that is for Pike County. Their mill

is higher than Monroe County because they were not reassessed like Monroe County was. Mr. Andrews said the \$11,000 is the taxes but it is not 123 mills. That is why I am asking. Mr. Schlameuss said Pike County has a different ratio. It is not one to one ratio. Mr. Andrews said he understands that. Mr. Schlameuss said you are looking at the \$94,000 and timing it by four. Mr. Andrews said it is not based on one quarter. This does not make any sense. Dr. Riker said if you multiply the two you come up with the \$11,000. Mr. Neiman said it is the assessed value multiplied by the two and divided by \$1,000 equals the \$11,000. Mr. Schlameuss asked did we get another sheet for Monroe County. Dr. Riker said this is for the National Park. I am guessing this is the property that they took over when they built the dam. Mr. Schlameuss said parts of it are in Monroe County. Dr. Riker asked if they took property or land. Mr. Schlameuss said both. It may be that they are saying it is all inclusive. Dr. Riker said it seems like a low number for multiple properties. Mr. Rohner said it is what it is. Dr. Riker said they could give us nothing. Mr. Rohner said we'll take the \$11,644.44 that they are giving.

- e. SunLife 2022 Renewal - Life - .145, AD&D - .02, LTD Rate 1 - .32, LTD Rate 2 - .17 - no rate increase over 2021-22

Mr. Bear said SunLife fees are up for renewal with no rate increase, which is good.

- f. Colonial Intermediate Unit (CIU) 20 Cooperative Paper Bid Award, \$24,308.72
Mr. Neiman said this item is the annual consortium that we participate in for paper and custodial supplies. In this report you will see the timing of dates and the results of the awards. I was surprised, though, and, it was a little concerning, that for the first time that I am aware that there was a significant number of no bids for a lot of the quantities that we requested. I would say most concerning is just regular white 8 by 11 copy paper. No one bided. That was our biggest line item and obviously a concern. When I met with the group this past Friday, we spoke a little bit. They are going to try to recruit and possibly go out to bid or it may be a free for all for all district to try to scramble to get copy paper. The IU20 is going to run point and talk to other IU's to see their experience and to try to piggyback on their bid. We may have to take it back out and advertise again for another bid cycle. Mr. Andrews said so this bid result does not include white paper. Mr. Neiman said it does not. Mrs. Bear asked does this affect all of the schools that are part of the IU 20. Mr. Neiman said that is correct. All of our quantities go together to advertise and the suppliers bid. There was a significant amount of products that were not bided. I heard from one of our neighboring districts saying that they had a paper supply issue about 6 months ago. I will

update the committee as we move forward to get copy paper for this year. We will be very short if we do not get a delivery in the summer. WB Mason is our current supplier for copy paper and they did not rebid. Mrs. Bear said do you think they accidentally miss their chance. Mr. Neiman said I do not think they would miss this opportunity. I guess and I'm hopeful that I'll be coming back in another month or two with another bid award assuming we get other folks interested. We still have some leg work to do. This award list was finalized last Thursday so I figured I would bring to you the bids that were awarded. Mr. Andrews said when you say no one at all. Mr. Neiman said no one. Mrs. Bear said when you go to the stores no one seems that they are lacking any paper. Dr. Riker said as Mr. Neiman said before, about six months ago, a neighboring district was concerned that they were going to run out of paper this year. Clearly they would have gone to their supplier and their supplier could not get them paper. I assume that is what we are seeing here now. Mr. Schlameuss said good thing we have lap tops. Mr. Neiman said maybe it is time for the Board book to be prepared electronically. Mrs. Bear said she would be okay with working from a computer. Mr. Andrews said he would need hard copies.

g. Compensatory Education for Special Education Speech Services - Quote, Presence Learning, \$17,199

Ms. Kristen Long said I am coming to speak about the Form 611 which contain three quotes that we got from virtual speech providers. Due to unforeseen circumstances, we were not able to provide speech services into Resica Elementary and Middle Smithfield Elementary for part of the year. We were able to identify which students are in need of this Compensatory Education. As part of their Individualized Education Plans, legally, we are required to provide these services to these students. We have figured out the hours that are needed to provide for them. We are looking to provide these services to them over the summer. We have reached out to the in-house speech providers, as well as some IU providers. Due to the number of students, between 110 or 120 needing these hours, we are looking to potentially contract with a virtual speech provider as well. We did meet with and looked at the platforms to see what each provider could offer. The one that we are recommending not only has better platforms of the three, they are also the most cost effective of the three quotes. Mr. Schlameuss asked if the students that need assistance will be provided over the summer a face to face program or would it be just through a computer system. Ms. Long said the expectation would be through a virtual platform. They do a maximum of three students at a time. Our goal would be to try and find times that students with similar needs would be able to meet to try and maximize the amount of time that we get the students to meet with the professionals. Mrs. Bear asked if

they will have an aide or paraprofessional during these sessions to assist them. Ms. Long said since these would be in the summer, they would have their parents to assist them or whoever can support them at home. Mr. Schlameuss asked if the buildings would be open during the summer for them to get assistance. Ms. Long said right now the buildings will be open during the summer for summer programming but we would be looking for this particular provider to be only virtual. We would be offering our in-district and IU personnel the opportunity to do this program virtually. If anyone is seeking to do it in-person we should be able to reach out to them. Mr. Andrews asked does virtual work. Ms. Long said it does. Mr. Baddick said we have done this throughout the pandemic. Last year, our program in the summer was focused on Compensatory Education. We supported our students and families educational-wise. This year, as far as our summer program, we are offering our families speech. We need to have students get caught up on these services. That is our goal and project for this summer to work on speech services. Mrs. Bear asked if this program will be paid through ACCESS money or through regular funds. Mr. Baddick said the program will be paid through regular funds. We moved money around to get these resources so we can get started in June through July and right before school starts up. We have the personnel to cover it. Mr. Andrews asked do we have hearing impaired students, too. How would they do the virtual program? Ms. Long said these are not hearing services. This is just for speech services students who qualify and would be able to do it virtually. Mr. Baddick said that is a different service. Mr. Andrews said speech and hearing go together that is why I am asking. Ms. Long said hearing services are a different service. We are providing speech services over the summer.

h. RFQ (Request for Qualifications) for a Free Energy Analysis

Mr. Schlameuss said my recommendation is to take some proposals and look through them for request for qualifications and publish them to see what kind of response we get. Mrs. Bear said they can let us know what their punch list items are to see what we need to provide them in order to do so. Mr. Schlameuss said whoever we select as the vendor we can send them our information in order for them to look into it. It could be the company that we are working with now will respond to the request. At least we are setting ourselves up for it in order to be ready for that. Mrs. Bear asked Mr. Rohner if he heard what was said since he walked away. Mr. Rohner said he did. Mrs. Bear asked if he is okay with requesting the RFQ. She said we will need to move the RFQ motion for the whole board to vote upon it. Mr. Neiman asked if there is any additional guidance that the committee would like to give us as to how they would like me to write the RFQ. Mr. Schlameuss said the RFQ would contain information from

like what Mr. Morris has provided us with a company who had a bunch of bulleted points. Did you get that? If not, I will get that to you. Dr. Riker said he has it. We can probably get a sense of what the company that is providing services currently does and what we expect to have as qualifications. Mr. Neiman said so the expectation would be to go through the formal advertisement period to receive proposals. Mr. Schlameuss said that is correct. We would then receive the proposals. Mr. Neiman asked who would be reviewing the proposals. Mr. Schlameuss said I would leave it up to administration to select that vendor based upon the needs of the district. Mr. Andrews said it should be someone who knows what they are looking for. Administration would not do that. Mr. Schlameuss asked what expertise do we have within the district to evaluate what is needed. Mrs. Bear asked how did we acquire the other company that did the energy analysis in the past. Mr. Schlameuss said that was done before any of the current administrators or Board members were here. Mr. Rohner said that was in 2010 and all we have is a contract. Mr. Neiman said I have spoken to Provident Energy and they were not available this evening to come but they are planning to present in May. I was planning to tailor that around the services they are currently providing which is the procurement of natural gas and electricity. I don't know if there is anything else this committee would like to hear so I can add it on the agenda. Mr. Andrews said would we not want to have the people responding to the RFQ come and speak and present just like Provident would. Mr. Neiman said Provident is not coming to respond as a result of an RFQ but as result of the conversation that the committee had last month about services they provide. If we are not interested in them coming to speak I can let them know. Mr. Schlameuss said Provident can respond to the RFQ. Do we pay Provident for their services? Mr. Schlameuss said Penn State does it for free. All we need to do is give them our information. Mrs. Bear said there are other companies that provide free services such as the companies that Mr. Morris sent us. Mr. Neiman asked would the other companies assist with a consortium purchasing. Mrs. Bear said they would at no charge. Mr. Schlameuss said that is what Penn State does. They put us to be part of their consortium. They will leverage our bills along with other school districts, county governments, State governments, municipalities solid waste authorities and anyone that is a municipal authority. You then throw all of them in together and get that rate based on your combined use and there is no charge for it. We can then do it for natural gas and electric. Mr. Andrews asked if this item should go through the Property/Facilities Committee first. Mr. Schlameuss said he believes that this is more of a Finance Committee item. Mr. Neiman said he thought he heard that Administration will review but now I am hearing about having interviews. Are we doing formal interviews at a Finance Committee meeting? Mr. Schlameuss said I think the first thing is, we identify a

list of potential vendors, who would be interested in providing the service for free. What Penn State would do is review your electric bills and natural gas bills, too, I don't know if they do propose. That is the first step. One aspect would be an evaluation of all of your bills for your energy use. Mr. Neiman said I would need a little bit more definition. I feel that I am flying blind here. Mr. Schlameuss said you should have a conversation with Scott at Penn State Cooperative. He will go through the mechanism with you so that you understand exactly what they can do for us. We do not need to do a RFQ if you feel comfortable speaking to Scott at Penn State since they are a State Authority. It is not a bid process. We are not paying them anything. Since it is a State Entity, we have the right to contract with them. Mr. Andrews said if we decide not to go with them, we don't have to. That is why we should do an RFQ. Mr. Schlameuss said that is one side of the table. The other side of the table is what Mr. Morris tried to explain to us which is about doing some type of cogeneration energy development such as putting solar panels. How do we create the energy that we need to offset some of the costs? Mrs. Bear said there are companies that will do the analysis for free. Mr. Schlameuss said they will do it for free but they will be recommending that we pay X, Y or Z. That is the piece that we may want to do an RFQ for in order to get the qualifications of these firms since they will want to sell us something. There are two different tranches. One is to evaluate your energy needs, which Penn State who does it for free. Mr. Andrews said we do not need an RFQ for that. We should do it for the cogeneration part. Mrs. Bear said I believe we should get the evaluation of our bills first before we propose to do the second half. We then know what each building is paying in electric and natural gas, first. That is what Penn State will review in each bill. Mr. Schlameuss said they will review each bill and say you are paying this tax or shouldn't be paying that tax. They may say you are paying too much for this year or everything looks right. They will put our information on their bids. The other side is the cogeneration side by working with a firm who will make evaluation per building. They might be looking at the cost of everything and suggests putting up panels in some buildings to reduce cost for energy in this building by x. These costs become variable. Prices will differ by firm and we will need to choose the best value. Dr. Riker said may I recommend that the committee here may want to make the motion, since I hear Penn State mentioned, by at least three of you to do that evaluation. We can take that Finance Committee recommendation to get the full Board approval. Mr. Neiman can then reach out to Scott at Penn State and go from there. Mr. Schlameuss said that would be good. Dr. Riker said that would be the first step. Why don't you consider doing that as a committee? Once that is done, we can then take the next step with what may occur with cogeneration and how much would it cost and is the district interested in funding that type of project for

whatever the cost would be and your return on that investment. Mrs. Bear said we may even explore grants. Dr. Riker said perhaps but I think we are time away from that. Mr. Schlameuss said that is why some of these firms are out there. They might say there is some kind of grant available or some type of State funding available or even Federal funds. It is just choosing the firm to work with. I would accept that motion to contact Penn State. That is the first step. Second Step would be how do we want to approach working with a firm regarding cogeneration. It is plausible in my mind that other school district has gone through this process and have some information on how they did it so that we do not have to write our own RFQ. Maybe send out this question to Superintendents around the State to see if they have done this already. We can see mistakes made and lessons learned. Mr. Andrews said Mr. Morris has some information from other districts. Mr. Morris said we should reach out the Superintendent Association or reach out to PSBA or even the Northampton area because there are all sorts of experiences out there. Mr. Schlameuss said Dr. Riker will get all the details for us to see if it is practical. One step will take more time than the other. The first step would be to get the bills to Penn State. Dr. Riker said I would assume that you would wait on Penn State's information before you do the second part. I can reach out to other Superintendents but they are not going to find particular areas or schools that will need energy savings. Mr. Schlameuss said that is not what is going to happen. They are going to look at the bills and make sure that they billed you properly for the accounts that you have. They are not going to say this school or that school is spending too much. They will then put all of the schools on the State Contract bid in order for the district to get the best possible rate. This will give us a benchmark. It is not that much work. I had to give them my company's bills and data. They did the evaluation. Dr. Riker said in Mr. Neiman's defense, it is budget time. I want for him to do this once budget is done. Mr. Schlameuss said the only thing we have to be careful with is that they put it out for a January 1st deadline not July 1st. Mrs. Bear said there would never be good time in the district to do this. Mr. Neiman asked if the Committee is interested in having our current provider, Provident, come to the Finance Committee meeting next month. Mr. Schlameuss said he would recommend, when the Board gives you the authority, call Penn State to see how much they do aligned to what Provident is doing. If they are doing the same thing, but one is doing it for free, they can put us on their Cooperative Purchasing Agreement. I don't think we need to hear from the other group. Mr. Neiman said we are in a Cooperative Purchasing Agreement for electricity and natural gas through Provident through the IU. Mr. Schlameuss said if they are both doing the same thing and one is charging us and the other one is not, it's an easy choice. Mr. Andrews said they are charging us a fee as part of the overall cost. The cost was

.001cent if we went with them. Mrs. Bear said we are with Provident since 2010. We should check with Penn State to see their cost. Mr. Andrews asked if Penn State deals with natural gas. Mr. Schlameuss said they do natural gas, not propane. Mr. Andrews asked if Provident does propane. Mr. Schlameuss said we have a Cooperative Agreement with the IU for propane. My recommendation would be for the Board to have Mr. Neiman contact with Penn State and have a conversation with them about the bills to make sure that we do not have something with Provident that we cannot get from Penn State. You can bring back to the Board if Provident does something that Penn State does not. The Committee should send that recommendation to the Board. Mr. Neiman said so you do not want Provident coming next month. Mr. Schlameuss said not yet. You should have a conversation with Penn State first. If you feel comfortable or see any value similar or different and if you feel Provident is the right fit, then bring them in. Mr. Neiman said the electricity agreement goes through the 2022-23 school year and natural gas expires at the end of this year. We went out to bid for natural gas. I will bring results next month. Mr. Schlameuss said we do not have to change that due to the current market. We are not trying to make more work for you. The second piece of this puzzle is to have Dr. Riker reach out to see if anyone has any information that may be helpful for us to work on the cogeneration side since they are in a different time frame. Once we have hat documentation and make a decision, we will provide a motion for the Board to take action on.

VI. Recommendations by the Property & Facilities Committee

- a. D'Huy Engineering Invoices
 - i. Resica and Middle Smithfield Water Filtration – Invoice #54620 \$4,297.16
 - ii. High School North and Lehman Intermediate Window Replacement – Invoice #54621 \$1,043.11
 - iii. High School North and Smithfield Flooring Replacement – Invoice #54622 \$4,357.20
 - iv. High School North Natatorium Roof Replacement – Invoice #54623 \$3,095.40
 - v. High School South Turf Replacement – Invoice #54624 \$701.85
 - vi. High School North Natatorium HVAC Replacement – Invoice #54625 \$501.33
- b. Applications for Payment
 - i. High School North Sanitary Liner – Atlantic Lining – Application #5 \$10,626.52

- ii. High School North Flooring Replacement – H&P Construction - Application #1 \$9,880.78
 - iii. High School North and Lehman Intermediate Window Replacement – D&M Construction – Application #10 \$66,486.80
 - iv. Smithfield Elementary Floor Replacement – Cope Commercial Flooring – Application #1 \$94,500.00
 - v. High School North Natatorium HVAC Replacement – ASL Refrigeration – Application #1 \$8,550.00
 - vi. Bushkill Elementary HVAC and Control Renovation – TRANE – Application #3 \$88,490.00
- c. Current Project List.

Mr. Schlameuss asked when is the estimated completion date for the H.S. South field. Dr. Riker said he does not have an answer and is not sure if they have a date. Mr. Rohner said he is confident that the job will be completed in time for the pre-season of the fall sports.

Mr. Rohner said I made the Property/Facilities Committee aware about the fact that the storm water project that was voted and approved on for the summer 22 projects is not on the list. Mr. Schlameuss said that this was sent out by email today, concurring your statement. It will apparently be done soon. Mrs. VanWhy said that something was not communicated but it would be addressed. Mr. Rohner asked is it on the list of the summer of 2022 projects. Dr. Riker said the bid specs have not been put together by D'Huy Engineering. At that time, they will have to come to the Property/Facilities Committee and the full Board for approval before it would become a project. I don't know their timeline so I can't say whether that is something they are going to have in time for the summer of 2022 projects. Mr. Rohner said the Board approved this summer project. Dr. Riker said the Board did not approve it. The Property/Facilities Committee added it to their agenda on October 5. It was moved by the Committee to move forward with the bid specs with D'Huy Engineering. Mr. Schlameuss asked what is our parking lot utilization when school is in session. Is every spot in the parking lot filled? Dr. Riker said this portion of it is not necessarily in the parking lot. D'Huy Engineering proposed, I believe, two different locations that they were going to actually do the work and it is not in the parking lot but on the road. Mr. Rohner said the storm water pipes are clogged. Mr. Schlameuss asked if this work can be done because it would be hard to have an open trench. Mrs. Bear said students park in that area. Mr. Rohner said that is why we placed it on the summer 2022 project list. At the end of the day the entire storm water system needs to be addressed. The reason why I am bringing it up because we had

Lyman and Ash working on this. I am not going to sit here and listen to the Board members tell me that nothing is happening. When I know thanks to your summary last month, Josh Grice reminded us that the Board approved this section for the summer of 2022. I will look for my minutes. Mr. Schlameuss said we are not doubting that. We need to come up with the specs. It possibly may start this summer but we do not know how long it will take. Mrs. Bear said I don't want this project to end up like the vestibule windows at North where there is wood by the gym. Mr. Rohner said the scope of the project stands and it needs to be done. Mr. Schlameuss said let's get this project underway. Mr. Andrews said the scope of the project has dragged on. Mr. Rohner said our project list has us paving for four years and we cannot pave if this project is not done. Mr. Schlameuss said what is the next step for this. Dr. Riker said D'Huy Engineering has to put the specs together. Mr. Schlameuss said we can then put it out to bid. Does the Board have to approve anything before they go out to bid? Dr. Riker said no. Mr. Schlameuss said they need to do their level best to get it done. Dr. Riker said they already know that. Mr. Schlameuss said I can call a special meeting if needed to move it forward to get it done by the summer. We can have the meeting via Zoom.

- d. High School South Main Gym Floor Screen/Resurface - Wayfare Sports Floor Quote, \$6,659.00
- e. JT Lambert Auditorium System – Keystone Fire and Security Quote, \$91,146.00
- f. JT Lambert Gymnasium System – Keystone Fire and Security Quote, \$4,979.00
- g. JT Lambert Front Vestibule Access Control – Keystone Fire and Security Quote, \$5,235.00
- h. East Stroudsburg Elementary PA System Upgrade – Sage Technology Solutions Quote, \$18,309.00
- i. RightFax Fax2Mail Software – Open Text Quote, \$10,550.00

VII. Recommendations by the Education Programs & Resources Committee

- a. MAP Growth K-12 - NWEA, Quote \$33,800.00
 - b. Library Furniture for High School North, High School South, Lehman Intermediate, and JT Lambert Intermediate at a cost not to exceed \$135,000.
- Mrs. Bear asked Dr. Vitulli if we will be hearing about the Map Growth K-12 NWEA and Library Furniture items at the Education Programs & Resources Committee Meeting. Dr. Vitulli said we need to renew our NWEA services. It's an annual

purchase. They are items we use to measure students' reading and math growth every year in MAP testing. Mr. Neiman said that they have been working in getting quotes for the Library Furniture for the Finance Committee. Unfortunately, we did not get quotes for all libraries yet. I didn't feel that we would be in a position this evening to have the complete package. If this Committee is okay with us moving forward we will have the entire quote for the Regular School Board meeting. Dr. Vitulli said this project began with Mr. Moran where they were looking to buy furniture for libraries. Knowing that we are doing some construction in some of the schools, we would order it now to have them ready for when the buildings are done. Mr. Neiman said we did not want to wait to order the furniture because we would want to have it in time for the new school year. The furniture was budgeted under the Five-Year Capital Plan. Mr. Schlameuss said I do not have a problem in moving this item forward.

VIII. Public Participation - Limited to Items of Discussion

- A. Mr. Jacob Morris said I would like to thank the Board and Dr. Riker for their support in the possibility of having the school district getting a free analysis of their energy consumption. As the President of the Board beautifully enunciated, there are different aspects to this process. The Penn State program you cannot beat. I am looking forward to the conversation that Mr. Neiman is going to have with the gentlemen from Penn State. I know it will be positive for the district. In regards to Part B, which is the idea that the school district can save money, let's just say that its energy consumption is around \$2 million per year, the district may save about 25%. That is half a million dollars a year. If the life cycle is 25 years for whatever the modality for energy savings happens to be whether it's photovoltaic, windmill or cogeneration, the savings would depend on the expense. I know a windmill costs \$115,000. With cogeneration, how do you work with that. You can get units with different sizes and capacities. Basically, they heat hot water and they generate electricity so its combined heat and power CHP. Then there is photovoltaics. Different installers and different providers would give different analyses. This is money and this is finance so it is your jurisdiction. I recommend that you do what you were talking about. Look at all of them and look at them as soon as possible. Half a million dollars a year savings is about \$45,000 or \$50,000 or \$60,000 a month. Every week and month that goes by, dollars are going out the window that could be used to lower our taxes.
- B. Mr. Larry Dymond said everyone I know is busy and I get to stay home and watch the financial stuff. There are some real tough times ahead for everybody. The Federal Government is broke. The States aren't much better. We need to manage well. We

need to think ahead and think on our feet. Energy prices are going up. My phone rings off the hook from people looking for any pointers on where they can pick up any kind of fuel at a half percent cheaper or even closer to saving shipping. Food is going to be a major issue. Tough times are coming. Paper shortage that is something none of us thought would every happen. The foresters who cut down the trees are not working because it costs a lot of money to run their trucks. That is why there is no pulp. It is only going to get worse over the next couple of months or even years depending on how everything goes.

IX. Advisory Recommendations for Consideration by the Board of Education

1.

RECOMMENDATION BY THE COMMITTEE:

Motion was made by Wayne Rohner to recommend that the Board consider for approval the quote from Nova Equipment & Supplies for a Steamer at High School South in the amount of \$24,853.19. Motion was seconded by George Andrews and carried unanimously, 4-0.

2.

RECOMMENDATION BY THE COMMITTEE: Motion was made by Richard Schlameuss to recommend that the Board consider for approval the quote from BMC Office Furniture for HR office furniture in the amount of \$10,924.65. Motion was seconded by George Andrews and carried unanimously, 4-0.

3.

RECOMMENDATION BY THE COMMITTEE:

Motion was made by Wayne Rohner to recommend that the Board consider for approval the quote from Riddell for a Pro Sled with pads at High School North in the amount of \$5,605.40. This purchase will be funded through the St. Luke's Athletic Trainer Services agreement. Motion was seconded by George Andrews and carried unanimously, 4-0.

4.

RECOMMENDATION BY THE COMMITTEE:

Motion was made by Richard Schlameuss to recommend that the Board ratify and affirm the authority of the Superintendent, Board President, and Board Secretary to execute and submit to the Pennsylvania Department of Education an 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. Motion was seconded by Wayne Rohner and carried unanimously, 4-0.

5.

RECOMMENDATION BY THE COMMITTEE:

Motion was made by George Andrews to recommend that the Board approve the one-year proposal with Sun Life 2022 - CM Regent beginning July 1, 2022 for Life, AD&D, and LTD insurance at the rates set forth in the agreement presented. Motion was seconded by Richard Schlameuss and carried unanimously, 4-0.

6.

RECOMMENDATION BY THE COMMITTEE:

Motion was made by George Andrews to recommend that the Board approve the award of bids by the IU Joint Purchasing Board for paper and custodial supplies effective July 1, 2022 for a period of one year in the estimated quantities and unit prices as presented. Motion was seconded by Wayne Rohner and carried unanimously, 4-0.

7.

RECOMMENDATION BY THE COMMITTEE:

Motion was made by Wayne Rohner to recommend that the Board approve the quote from Presence Learning for Compensatory Education Speech Services in the amount of \$17,199. Motion was seconded by George Andrews and carried unanimously, 4-0.

8.

RECOMMENDATION BY THE COMMITTEE:

Motion was made by Wayne Rohner to recommend for the Board to direct the Chief Financial Officer to contact Scott Harford, P.E., Energy Engineer (Utilities) Penn State Facilities Engineering Institute to request a free energy analysis with the intention of entering into a cooperative purchasing agreement for the procurement of electricity. Motion was seconded by Richard Schlameuss and carried unanimously, 4-0.

9.

RECOMMENDATION BY THE COMMITTEE:

Motion was made by Wayne Rohner to recommend that the Board consider for approval the following Property/Facilities Committee meeting items. Motion was seconded by George Andrews and carried unanimously, 4-0.

- a. D'Huy Engineering Invoices
 - i. Resica and Middle Smithfield Water Filtration – Invoice #54620
\$4,297.16
 - ii. High School North and Lehman Intermediate Window Replacement –
Invoice #54621 \$1,043.11
 - iii. High School North and Smithfield Flooring Replacement – Invoice
#54622 \$4,357.20
 - iv. High School North Natatorium Roof Replacement – Invoice #54623
\$3,095.40
 - v. High School South Turf Replacement – Invoice #54624 \$701.85
 - vi. High School North Natatorium HVAC Replacement – Invoice #54625
\$501.33

- b. Applications for Payment
 - i. High School North Sanitary Liner – Atlantic Lining – Application #5
\$10,626.52
 - ii. High School North Flooring Replacement – H&P Construction -
Application #1 \$9,880.78
 - iii. High School North and Lehman Intermediate Window Replacement –
D&M Construction – Application #10 \$66,486.80
 - iv. Smithfield Elementary Floor Replacement – Cope Commercial Flooring –
Application #1 \$94,500.00
 - v. High School North Natatorium HVAC Replacement – ASL Refrigeration
– Application #1 \$8,550.00
 - vi. Bushkill Elementary HVAC and Control Renovation – TRANE –
Application #3 \$88,490.00

- c. High School South Main Gym Floor Screen/Resurface - Wayfare Sports Floor
Quote, \$6,659.00

- d. JT Lambert Auditorium System – Keystone Fire and Security Quote, \$91,146.00

- e. JT Lambert Gymnasium System – Keystone Fire and Security Quote, \$4,979.00

- f. JT Lambert Front Vestibule Access Control – Keystone Fire and Security Quote,
\$5,235.00

- g. East Stroudsburg Elementary PA System Upgrade – Sage Technology Solutions
Quote, \$18,309.00
- h. RightFax Fax2Mail Software – Open Text Quote, \$10,550.00

10.

RECOMMENDATION BY THE COMMITTEE:

Motion was made by George Andrews to recommend that the Board approve the quote from MAP Growth K-12 - NWEA in the amount of \$33,800.00. Motion was seconded by Wayne Rohner and carried unanimously, 4-0.

11.

RECOMMENDATION BY THE COMMITTEE:

Motion was made by George Andrews to recommend that the Board approve the quote from Demco for Library Furniture at High School North, High School South, and Lehman Intermediate in the amount of \$125,834.26. Motion was seconded by Wayne Rohner and carried unanimously, 4-0.

X. Next Meeting - May 9, 2022

RECOMMENDATION BY THE COMMITTEE:

Motion was made by Richard Schlameuss to adjourn. Motion was seconded by Wayne Rohner and carried unanimously, 4-0.

XI. Adjournment: 6:33 p.m.

Respectfully submitted,
Patricia L. Rosado
Board Secretary