

Lehigh Area School District

Lehigh, Pennsylvania

Building Committee Workshop Meeting

Monday, January 9, 2017

7:00 PM

Administration Board Room

Minutes

Pledge of Allegiance

*** Moment of silence for the passing of Stacey Duerst's father.*

Call to Order - A workshop meeting of the Lehigh Area School Board was held in the Administration Building, Conference Room A, on the above date and called to order at 7:00 p.m.

Roll Call

	Present	Absent
Mr. Richard R. Beltz, Member	X	☐
Mrs. Stacey L. Duerst, Member	X	☐
Mr. Duane R. Eidem, Member	X	☐
Mr. Stephen L. Holland, Member	X	☐
Mr. David L. Krause, Vice-President	X	☐
Mr. Larry Stern, Member	X	☐
Mr. Wayne Wentz, Member	X	☐
Mr. Andrew Yenser, Treasurer (via phone)	X	☐
Mrs. Gloria Bowman, President	X	☐
Mr. Brian Feick, Business Manager	X	☐
Mr. Jonathan Cleaver, Superintendent	☐	X
Attorney William Schwab, Solicitor (Atty. Eric Filer)	X	☐
Mrs. Melissa Wagner, Recording Secretary	X	☐

Public Comment on Agenda - None

Presentations

1. **Construction Project Updates - EI Associates, Quandel, & Mr. Cleaver**
 - *No presentations. All parties were at the Lehigh Borough Joint UCC meeting beginning at 6:00 p.m. and did not return during the board meeting.*

Communications - None

Approval of Minutes – None

Financial Matter

Discussion of Tax Collectors' Resolution 2017 – Mr. Brian Feick

- *The Finance Committee has been discussing Tax Collectors' Compensation. By law, we must set a compensation for the next 4 years by February 15th.*
- *Currently, tax collectors are paid \$125/month and \$3.00 per bill for 2016-17. They came in with a request for a 6% increase. Finance felt they should not get more than our current employees and were going to offer a 3% increase.*
- *Consensus from Finance is that the programs they are using now have not been effective. There were some delays and issues with billing. Two years ago we had Berks County IU come in and do a presentation on their software which is used by 95% of the municipalities and by Palmerton School District. Finance came back and asked that we put the use of this software in the compensation package. Mr. Feick spoke with one of the collectors, and the collectors had a problem with going with what we told them they had to. Spoke with Mr. Schwab and he said you can't mandate it, but you can entice them. So, that is what this resolution states. We will pay the same amount as last year, but will pay an additional \$25 per month plus an additional ten cents per bill for the years 2018 and 2019 and an additional twenty cents per bill for years 2020 and 2021 if the tax collectors participate in the software program. This will include the training for the new program.*
- *The resolution will be put on the board agenda for January 23, 2017 as a motion.*

Mr. Beltz – Is there any indication of any of the tax collectors being for this?

Mr. Feick – When we presented this system, they said they were fine with what they had and then three months later they got the bills out late using the old system. The old system was written by the County and is no longer used or serviced. Some use a municipal billing system. Some tax notices went to all the non-profits and schools.

Mr. Beltz – We paid the postage for the incorrect (non-profit) amount (of mailings)?

Mr. Feick – Yes, and for the printing of the non-profits. I'm tired of hearing complaints on why they can't get bills out or them asking a board member to change the billing date. Taxpayers would have less time to pay before they become delinquent.

Mr. Beltz – If this does pass and one person uses the system, maybe the others will jump on board.

Mr. Feick – I think it will give them an incentive to jump on board.

Mrs. Bowman – I recall one of the tax collectors say she doesn't use a computer. Who's going to pay for the computer?

Mr. Feick – Then don't run for tax collector.

Mr. Stern – Too bad, we don't live 30 years ago.

Mrs. Bowman – I think we need to do a little PR with a letter or phone call to them.

Mr. Feick – I would give them a laptop from here. A lot of seniors want to pay their bills when they get them. When they get them late, they call us. It's not our problem, but it comes back to us. It would have been nice, when we had the problem with our Mahoning tax collector a few years ago, if someone could have picked up. Now they need to have a deputy, and the deputy can pick up and be trained in the program.

Personnel

Hires
Approved MOTION by Mr. Stern, SECONDED by Mr. Wentz to approve the recommendation to hire the following employees in accordance with the respective contracts, pending clearances:

1. **Darrell Berger** – Part-Time Cleaner (\$7.47/hour)
2. **Zachary Feifel** – Part-Time Cleaner (\$7.47/hour)
3. **Melissa Nothstein**– Part-Time Cleaner (\$7.47/hour)
4. **Linda Guy** – Lunch-Time Aide (\$8.50/hour)

VOTE: YES - 9 NO - ABSENT - ABSTENTIONS -

Motion carried.

Resignations
Accepted MOTION by Mr. Stern, SECONDED by Mrs. Duerst to accept the resignation of the following employees:

1. **Lauren Lesko** – Part-Time Cleaner - effective January 6, 2017.
2. **Sandra Hedmeck** – Part-Time Cleaner – effective January 31, 2017.

VOTE: YES - 9 NO - ABSENT - ABSTENTIONS -

Motion carried.

Miscellaneous

Homebound Approved MOTION by Mr. Krause, SECONDED by Mr. Eidem to approve homebound instruction for the following students:

1. Student #52784
2. Student #52190

VOTE: YES - 2 NO - _____ ABSENT - _____ ABSTENTIONS - _____

Motion carried.

CLIU #21 CCEA-CLAS Agreement MOTION by Mr. Stern, SECONDED by Mr. Wentz to approve the tentative agreement with Carbon Lehigh Intermediate Unit #21 for the District to supply meals to the CCEA-CLAS at the Palmerton Area School District.

Mr. Feick – The IU called the District knowing that Palmerton might go on strike. These lunches are only for the IU classes at Palmerton during the strike. They will pay us the reimbursement rate per meal.

VOTE: YES - 2 NO - _____ ABSENT - _____ ABSTENTIONS - _____

Motion carried.

Programs - None

Old Business for Discussion - None

New Business for Discussion

Mrs. Bowman – Annual Board Report is posted on the website and a couple of copies on the table tonight.

Mr. Feick – We finally got an agreement with UGI for the elementary center. We had a budget of \$150,000 for tap in. They came back with a lot higher. We've been discussing back and forth. The final offer has the tap in fee at \$50,343. I will put this on the agenda for January.

Mr. Stern – The temporary entrance at the high school...has anything been done about the lighting? It's a little dark. We can talk about this at Building & Grounds meeting tomorrow morning. I don't know what it would cost us, but it could be a benefit.

Mr. Holland – I think of the visitors.

Mr. Feick – I think in the project there is street lighting in April or May but we can check into temporary.

Courtesy of the floor / Public Comment – None

*** Board went in to executive session at 7:31 p.m. to discuss the support contract negotiations and other contracts.*

**** Board returned from executive session at 8:01 p.m.*

Adjournment

Next scheduled meeting is the regular meeting on Monday, January 23, 2017, at 7:00 p.m.

MOTION by Mr. Wentz, SECONDED by Mrs. Duerst to adjourn the meeting at 8:06 p.m.

VOTE: YES - 9 NO - _____ ABSENT - _____ ABSTENTIONS - _____

Respectfully submitted



Brian Feick
Board Secretary

(Minutes of January 9, 2017, include Pages 1 through 5.)