

Lehigh Area School District
Lehigh, Pennsylvania
Finance Committee Meeting
Monday June 11, 2018 at 6:00 PM

Minutes

Present

- ☐ Andrew Yenser Present
- ☐ Richard Beltz Present (approx. 6:10 p.m.)
- ☐ Rita Spinelli Present
- ☐ Brian D. Feick Present
- ☐ Tina Champ Absent
- ☐ Jonathan Cleaver Present

Meghan Christman- Recording Secretary

George's Transportation Daily Run Bills for Approval

- All committee members agreed to pay the May 2018 transportation bill

Homestead Farmstead Discussion

- Homestead amount this year is \$1,205,440
 - \$1,170,186.05 from Gambling Tax Funds
 - \$35,253.95 from the Sterling Tax Credit; increase from last year
 - The number of Homestead Farmstead properties decreased from last year
 - Total tax reduction is \$264.23; increase from last year
 - Will be on the board agenda for approval after the budget

LERTA Discussion

- Kathy Henderson, the Director Economic Development at Carbon Chamber and Economic Development Corporation, reached out to discuss the Local Economic Revitalization Tax Assistance Act (LERTA)
 - Has a client who is trying to go into Weissport
 - Takes the increase in assessment for improvements over ten years
 - Mr. Feick suggested implementing LERTA district wide to help create jobs promote growth of businesses
 - Would need to come up with requirements and policies regarding LERTA

- Committee agreed to recommend to board

Insurance Discussion

- Insurance Summary includes property, general liability, builders risk, boiler and machinery, automobile, terrorism, school leaders legal liability, workers compensation, student accident, security, school board secretary bond, assistant school board secretary bond and school board treasurer bond
 - 2017 cost was \$262,293
 - 2018 cost will be \$277,288
 - When elementary buildings are sold 2018 cost will be \$264,278

Township Building Permits Discussion

- Weissport, Parryville and East Penn have not been submitting copies of all building permits to the county assessment office

Food Service Discussion

- Right now the district is charging \$2.30 for elementary lunch and \$2.60 for high school and middle school lunch
 - 2017-2018 weighted average is \$2.48
 - 2018-2019 weighted average is \$2.60
 - Need to increase rounded to the nearest .5 ¢
 - Will increase .10 ¢ for 2018-2019
 - Remaining increase carried forward for 2019-2020 is .2 ¢
- Free and Reduced
 - Building Administrators have the ability to make a student free
- There are some unpaid balances on lunch accounts

Check Date Discussion- End/Beginning of Year

Board Motions Discussion

- Discussion about the motions the Finance Committee will be recommending to the board for the June meeting
 - Approval of insurance package
 - Issuing checks dated June 30 to pay remaining invoices for 2017-2018 school year
 - Authorizing a transfer from the general fund to food service to close the 2017-2018 school year
 - Authorizing a transfer from the general fund to food service (budgeted \$110,000)
 - Increase in student and adult lunch prices
 - Approval of the 2018-2019 Budget resolution

- Approval of the 2018-2019 Homestead and Farmstead Exclusion

Open Discussion

- RBC/PFM will be coming to the July Finance Meeting to discuss bonds and swaps
- Discussion on change of Business Office duties when the construction projects are completed
- Will be supplying meals to BHA starting the 2018-2019 school year
- Will look at completing a formal RFP for insurance brokers in the fall
- Will look at completing a formal RFP for auditors in two years
- Received a two-year extension on the Waste Management contract
- Renewal for Dr. Munshower as the School Physician will be on the June board agenda
 - Mr. Feick stated that other doctors were not willing to complete exams for the price that Dr. Munshower is charging
 - Mrs. Spinelli asked if the exams have to be done by an MD or DO or can it be done by a PA or Nurse Practitioner
 - Mr. Feick believes that it must be a MD or DO but will double check
- Teachers Union wants to start negotiations in the winter
- Medical Insurance Claims discussion
 - Saved approximately \$180,000 on prescriptions through mail orders rather than using pharmacies
- Elementary Center Update
 - Willing to give tour to board members
 - Planting trees
 - Gym floor is laid but not nailed (needs to be a certain humidity)
 - Rooms are clean and floors are waxed on the second floor; waiting on furniture
 - Able to move furniture when the elevators are complete
 - Rooms are starting to be cleaned on the first floor
 - Playgrounds are being worked on
 - Sidewalks are almost complete

Meeting adjourned at 7:01 p.m.

Next Meeting Date: Monday July 9, 2018 6:00 p.m.

RBC/PFM Presentation

BDF/mmc