

Saucon Valley School District

Meeting of the Ad Hoc Finance Committee

July 21, 2021 – 5:00 pm

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Welcome to the meeting of the Saucon Valley School Board Ad Hoc Finance Committee. Our objective is to serve the students, parents, and residents of our community. You are an important part of this meeting and we look forward to your questions and comments. We are all here for the same reason. All opinions are welcomed and equally valuable. Our only request is that we address each other with civility and respect. Our courtesy toward each other is the best way to show our students how much we respect them as well.

Committee Members – Edward Andres, Cedric Dettmar, Dr. Shamim Pakzad, Shawn Welch

Agenda

- I. **Call to the Order** – *Cedric Dettmar, Committee Chair*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *David Bonenberger, Committee Secretary*
- IV. **Motion to Approve Agenda**
- V. **Approval of Minutes** – June 16, 2021
- VI. **Courtesy of the Floor to Visitors – Agenda Items Only** – *Visitors should state their name and address.*
- VII. **Discussion & Action: High School Windows - Phase 1&2** – Attachment
- VIII. **Discussion & Action: Roof Top Heat Pump Replacement #4 & 13** – Attachment
- IX. **New Business**
- X. **Old Business**
- XI. **Courtesy of the Floor to Visitors - Visitors should state their name and address.**
- XII. **Future Meetings** – August 11, 2021
- XIII. **Motion to Adjourn**

The Saucon Valley School District does not discriminate on the basis of race, color, national origin, age, sex, or handicap

A meeting of the Finance Committee was held on Wednesday, June 16, 2021 in the High School Audion. Present were Finance Committee members Edward Andres, Cedric Dettmar, and Shawn Welch. Dr. Shamim Pakzad was absent. Also present were David Bonenberger - Committee Secretary and Superintendent Dr. Craig Butler. Visitors: Susan Baxter, Bryan Eichfeld, Michael Karabin and Sandra Miller.

- I. **Call to the Order** – 5:00pm *Cedric Dettmar, Committee Chair*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *David Bonenberger, Committee Secretary*
3-present, 1-absent (Pakzad)
- IV. **Motion to Approve Agenda** – Director Andres, seconded by Director Welch moved to approve the Agenda. Vote: 3-yes, 0-no, 1-absent (Pakzad)
- V. **Approval of Minutes** – Director Andres, seconded by Director Welch moved to approve the minutes of May 19, 2021: Vote: 3-yes, 0-no, 1-absent (Pakzad)
- VI. **Courtesy of the Floor to Visitors – Agenda Items Only** – None
- VII. **Review: 2021-2022 Budget** – David Bonenberger sent out the 5 Year Forecast to the Board with no tax increase. \$10,000 is to be removed from the High School budget for Graduation.
- VIII. **Discussion: Finance Committee Approval Form** – Director Welch will look at a matrix and we will continue with current process, bringing anything over \$10,000 to the committee.
- IX. **Review: District Contracts** – The committee agreed to move this forward to the Board meeting for approval.
- X. **Review: Designation of Fund Balance Categories** – The committee agreed to move this forward to the Board meeting for approval.
- XI. **Review: Homestead/Farmstead** – The committee agreed to move this forward to the Board meeting for approval.
- XII. **Review: Senior Citizen Tax Rebate** – After corrections are made the committee agreed to move this forward to the Board meeting for approval.
- XIII. **Discussion: Federal Programs** – This item will be on the next A&P Committee meeting.

- XIV. SVFEI – Robotics Grant** – The committee agreed to move this forward to the Board meeting for approval.
- XV. PSBA Policy Maintenance Participation Agreement** - The committee agreed to move this forward to the Board meeting for approval.
- XVI. New Business** - None
- XVII. Old Business** - None
- XVIII. Courtesy of the Floor to Visitors** - None
- XIX. Future Meetings** – July 21, 2021
- XX. Motion to Adjourn**

Director Welch, seconded by Director Andres moved to adjourn the meeting.

7:05 p.m.

HS WINDOW PROJECT BID BREAKDOWN

	DESCRIPTION	BASE BID INCLUDING BOND	CONTINGENCY FOR MATERIAL COST INCREASE	CONTINGENCY FOR WINDOW FRAME REPAIR	COST OF INTERNAL SHADES	COST OF TINTED GLASS	TOTAL
PHASE 1	EXTERIOR PERIMETER	\$ 371,191.69	\$ 43,000.00	\$ 41,000.00	\$ 50,856.36	\$ 7,872.04	\$ 455,191.69
PHASE 2	INTERIOR PERIMETER	\$ 534,796.01	\$ 71,000.00	\$ 63,000.00	\$ 34,705.13	\$ 5,788.12	\$ 668,796.01
PHASE 2A	LIBRARY UPPER	\$ 68,179.16	\$ 7,100.00	\$ 7,500.00	NOT INCLUDED	NOT INCLUDED	\$ 82,779.16
PHASE 2 B	POOL	\$ 44,717.11	\$ 10,000.00	\$ 5,100.00	NOT INCLUDED	NOT INCLUDED	\$ 59,817.11
TOTAL		\$ 1,018,883.97	\$ 131,100.00	\$ 116,600.00	\$ 85,561.49	\$ 13,660.16	\$ 1,266,583.97
			12.85% Contingency	11.4% Contingency			

NAME	DESCRIPTION	SERVICE LOCATION	IN SERVICE DATE	LIFE EXPECTANCY WITH PROPER MAINTENANCE	SCHEDULE REPLACEMENT	REFRIGERANT	SIZE	INITIAL COST	REPAIR COST	REPLACEMENT COST	INSTALL PRICE	CONTROLS (JCI)	TOTAL
EXISTING UNITS													
RHP - 4	ROOF TOP HEAT PUMP	CORRIDORS - 300/400 CLASSROOMS	2003	15 TO 20	2018	R-22	6 TON	NA					
RHP - 13	ROOF TOP HEAT PUMP	CORRIDORS - DOOR23 /AUDITORIUM	2003	15 TO 20	2018	R-22	5 TON	NA					
REPAIR EXISTING UNITS													
RHP - 4	ROOF TOP HEAT PUMP	CORRIDORS - 300/400 CLASSROOMS	2003	3 to 5	2024	R-22	6 TON		\$10,000 to \$15,000				\$10,000 to \$15,000
RHP - 13	ROOF TOP HEAT PUMP	CORRIDORS - DOOR23 /AUDITORIUM	2003	3 to 5	2024	R-22	5 TON		\$10,000 to \$15,000				\$10,000 to \$15,000
													\$20,000 to \$30,000
REPLACE EXISTING UNITS													
RHP - 4	CONDENSER/GAS FIRED	CORRIDORS - 300/400 CLASSROOMS	2021	15 TO 20	2036	R-410	6 TON			\$11,550.00	\$30,000.00	\$2,500.00	\$44,050.00
RHP - 13	CONDENSER/GAS FIRED	CORRIDORS - DOOR23 /AUDITORIUM	2021	15 TO 20	2036	R-410	5 TON			\$10,500.00	\$30,000.00	\$2,500.00	\$43,000.00
													\$87,050.00