DATE: February 6, 2017

COMMITTEE: Budget/Finance Committee

CHAIRMAN: Timothy W. Stayer

ASSIGNED MEMBERS: Glenn Martin and Chris Weber

BOARD MEMBERS IN ATTENDANCE: Judy Beiler, Richard Gehman, Glenn Martin, Jenny Miller, Robert Miller, Timothy Stayer and Chris Weber

OTHERS IN ATTENDANCE: Kevin Deemer, Jacy Hess, Rick Hornberger, Robyn Meadows (LNP News), Tim McCormick, Kristee Reichard, Greg Shulenberger, Brian Troop, and David Zook (resident)

ACTION ITEMS

Budget & Finance

I. Exonerations

After review and discussion the Committee endorsed the Administrative recommendation to approve the following Tax Exonerations:

A. Per Capita Exonerations:
   - Akron Borough 2016-2017 $ 90.00
   - Clay Township 2016-2017 $ 210.00
   - Ephrata Borough 2016-2017 $ 470.00
   - Ephrata Township 2016-2017 $ 240.00
   **Total** $1,010.00

B. Real Estate Exoneration
   - Ephrata Borough - Exoneration per Agreement 2016-2017 $14,928.52
   - Ephrata Township - Exoneration per Agreement 2016-2017 $40,198.57
   **Total** $55,127.09

II. Cropper GIS Consulting, LLC – Proposal

After review and discussion the Committee endorsed the Administrative recommendation to approve a proposal for demographic consultation services by Cropper GIS Consulting, LLC. The study includes a 10 year population and enrollment forecast for each school by grade. Professional fees for this project are $9,000, including expenses for the demographic study. This fee does not include a School Board presentation; cost for the presentation would be an additional $1,000. Additional time for work requested beyond what is scoped will be invoiced on an hourly basis at $175 per hour plus expenses.

III. Special Education Supplemental Contract with Cocalico School District

After review and discussion the Committee endorsed the Administrative recommendation to approve a Special Education Service contract to provide Emotional Support services for High School students from Cocalico High School. The cost is $22,730.00 per student plus additional related services billed on an hourly basis for the 2016-2017 school year.
Property

I. **Mowing Bid**
   After review and discussion the Committee endorsed the Administrative recommendation to approve mowing contracts for the following vendors for 2017:

<table>
<thead>
<tr>
<th>Site</th>
<th>Vendor</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Akron Elementary</td>
<td>DWD</td>
<td>$155.00</td>
</tr>
<tr>
<td>Clay Elementary</td>
<td>Stark</td>
<td>$195.00</td>
</tr>
<tr>
<td>Fulton Elementary (Including Softball Field and Swale)</td>
<td>Shaeffer</td>
<td>$290.00</td>
</tr>
<tr>
<td>Highland Elementary</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mowing</td>
<td>Clymer</td>
<td>$60.00</td>
</tr>
<tr>
<td>Weed-Wack Bank</td>
<td>Clymer</td>
<td>$200.00</td>
</tr>
<tr>
<td>Ephrata Middle School – Areas around School</td>
<td>Shaeffer</td>
<td>$245.00</td>
</tr>
<tr>
<td>Ephrata High School – Areas around High School</td>
<td>Clymer</td>
<td>$150.00</td>
</tr>
<tr>
<td>Mow Athletic Fields as follows:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ephrata Middle School Athletic Fields, Ephrata High School</td>
<td>Rec Center</td>
<td>$460.00</td>
</tr>
<tr>
<td>Oak Street Athletic Fields</td>
<td></td>
<td></td>
</tr>
<tr>
<td>189 S. Market Street</td>
<td>DWD</td>
<td>$90.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$1,845.00</strong></td>
</tr>
</tbody>
</table>

II. **Lancaster-Lebanon IU 13 Bulk Fuel Procurement Program - Participation Agreement for 2017-2018**
   After review and discussion the Committee endorsed the Administrative recommendation to approve a Participation Agreement with Lancaster-Lebanon IU 13 to participate in the collaborative procurement to purchase bulk fuel for district buildings.

III. **Lancaster County Children and Youth Memorandum of Understanding for Transportation of Children in Foster Care**
   After review and discussion the Committee endorsed the Administrative recommendation to approve a Memorandum of Understanding with Lancaster County Children & Youth to establish transportation procedures.

DISCUSSION ITEMS

Budget & Finance

I. **Diesel Fuel for Buses**
   Administration informed the Committee the supply of diesel fuel used for buses which was purchased in 2016 is dwindling. When the market is right the Administration will purchase a Lot and have the Board approve the contract.

II. **HandiVangelism Ministries International – Memorandum of Understanding**
   The Committee reviewed the information from HandiVangelism Ministries International regarding their organization and a PILOT arrangement. The board was sympathetic to their ministry. The Board felt a PILOT agreement should not contain a clause of payment based on financial ability to make payments.

Property

I. **Ephrata Middle School Door Replacement Bids**
   The Administration informed the Committee the district is advertising for bids for Ephrata Middle School Door Replacement; bids are due on February 21, 2017 and will be on the February 27, 2017 board agenda for approval.
II. **Ephrata Middle School Tennis Court Improvements**
The Administration informed the Committee the district is advertising for bids for the Ephrata Middle School Tennis Court Improvements; bids are due on February 22, 2017 and will be on the February 27, 2017 board agenda for approval.

III. **PA Motorcycle Safety Program**
The Committee reviewed a letter from the PA Motorcycle Safety Program and after discussion the Committee recommended to continue charging the organization a yearly fee of $2,500 for use of district classroom and parking lot.

IV. **Ephrata High School Parking Lot Review**
The Administration informed the Committee the High School Parking Lot should be sealed and decided to visit new lineage for the upper and lower lot for safety reasons. The Administration met with Officer Moore and an engineer from Derck & Edson to discuss options and received sketches which were shared with the Committee.

V. **Letter from Concerned Citizens**
A letter was sent to the Ephrata Area School Board regarding concerns at the Akron Elementary School. These concerns were discussed with the Committee.