



FINANCE & FACILITIES MEETING MINUTES

Monday November 2, 2020

Committee Members: Ray Egbert, Chair
Laura Simon, Carol Hample, Tom Wallace

Administrative Staff: Dr. Jonathan Hart, Superintendent
Jason Bohm, SBA/Board Secretary
Don Race, Facilities Manager (Items 1-3)

1. 2020-2021 Capital Projects

- a. The TBS boilers have been installed and are operational. The relative staff have received training on the boiler operations.
- b. The HBS roof project is substantially complete with a few punch list items remaining.
- c. The Securing Our Children's Future Bond Act grant is now available after being postponed by the State. The District's grant application is being updated for a finalized submission. The grant will be used for additional school security costs.
- d. Other maintenance and IT summer projects have been substantially completed per the priority list. The list will be updated for the next budget cycle.

2. RMS Well / E. Coli – Update

NJ DEP has approved the project with a November 12 deadline. The equipment is expected to be received this week with installation to begin upon equipment receipt.

3. Facility Use

The Committee had a lengthy discussion concerning facility use by outside groups and District sport teams. Additional information will be gathered before a final decision will be made.

4. Minimum Wage Mandatory Adjustment

The NJ minimum rate will increase on January 1, 2021 which will require an increase to the secretarial substitute rate. Other substitute rates will be reviewed during the 2021/22 budget process.

5. Budget Update

- a. The District could possibly receive additional funds from the CARES/ESSER grant. However, the amount and the likelihood of receiving the funding is unknown.
- b. The District received an additional \$31,732 through Extraordinary Aid. This amount will be held in Fund Balance to be used in the 2021/22 budget.
- c. The Committee received a preliminary update of open enrollment responses. The open enrollment deadline is November 13th. The final budget impact will be reviewed at the next Committee meeting.
- d. The Committee received an update on NJEHP legislation. A "clean-up" bill will probably be passed to clarify components of the new State health care plan.

- e. A list of additional costs related to COVID 19 was presented to the Committee. The additional costs currently amount to approximately \$122,000. Mr. Bohm continues to monitor this list and most of the items were not budgeted. The largest unknown amount that could be a concern is costs related to long term substitutes needed to fulfill staff accommodations.

6. Food Service Bid

- a. The Committee received a summary of the Green Committee recommendations for bid specifications for the upcoming food service bidding process. No recommendation currently.
- b. Through Federal funding, students can now receive breakfast that is free to the students. The breakfasts are being delivered to students who currently receive lunch deliveries.

7. Polling Location

Governor Executive Order # 177 requires the District to allow the schools to become a polling location for the upcoming general election. HBS has been prepped for the election occurring Tuesday 11/3.

8. Finance Agenda Items

The Finance agenda items are normal in nature. The Committee is recommending approval for all.

9. Bills List

The Bills List are normal in nature other than listed below. The Committee is recommending approval of all items.

- Substitute wage adjustment because of a change in NJ law
- Proprietary Vendor – Sonitrol was approved before but need updated
- RMS Well No 2 emergency contract

10. Next meeting is planned for December 4, 2020.