

**HARRISBURG AREA COMMUNITY COLLEGE  
JOINT BOARD FINANCE AND BUILDING & GROUNDS  
COMMITTEE**

Wednesday, September 25, 2002 - 7:30 A.M.  
Boardroom, B-105

**MINUTES**

**Present:**

Ronald Brown	Larry Adams
Daniel Delaney	Edna Baehre
Ralph Dyer	Patrick Early
Christopher Gulotta	Bob Finley
John Jordan	John Ford
Velma Redmond	George Franklin
Donald Schell	Stephen Hietsch
Patricia Vance	Barbara Hutchinson
Mark Whitmoyer	Chip Jackson
	Mike Klunk
	Larry Livingston
	Ernie Peters
	Nancy Rockey
	Meredith Tulli

Guests: Martin Murray, Murray Associates  
Benedict Dubbs, Murray Associates  
Matt Harlow, ELA

**Minutes**

The minutes of the August 28, 2002 meeting were reviewed and approved.

**Resolutions**

Mr. Franklin reviewed the resolution regarding the contract for the Employee Assistance Program. This was awarded to Guidance Associates of Pennsylvania. Mr. Finley reviewed the resolution regarding the installation of drainage and paving that is to take place in Blocker Hall, Whitaker Hall, and the Cooper Student Center alcoves. The primary need for this project is due to the poor drainage in the alcoves. This resolution was approved.

The resolution regarding gifts and scholarships was reviewed and approved.

**Lancaster**

Dr. Klunk and Mr. Martin Murray discussed the proposal for the construction of the new building at the Lancaster Campus. The proposed cost of the project is \$32 million. Dr. Klunk spoke about the enrollment trend expected in Lancaster over the next few years. He explained that the growth trend noted in the proposal is based on the current number of 9<sup>th</sup> grade students in Lancaster County. After 2008, the trend should level off. Mr. Murray stated that if the building is to be occupied by Fall 2004, then the College needs to continue with the plans. Mr. Schell suggested that we keep on track with the plans for the new building, but we need to see where the township stands first.

Mr. Peters informed the committee that a successful discussion took place regarding the leasing of the Keiner property. Mr. Keiner has agreed to lease the land to the College for \$3,000 a month, which would provide 150 parking spots. It will be a three-year lease. After the three years, Mr. Keiner may consider selling. The township gave their approval of the Keiner property before drawings were even submitted, so they are being very supportive.

Mr. Gulotta suggested a fund raising campaign be launched in the Lancaster area. Mr. Jordan agreed, and said that a buy in from the Lancaster community would be very helpful. Mr. Schell suggested the Board meet with Lancaster community members. The linkage between the Board with the Lancaster community is not there. He also suggested the Board talk with the Foundation Board to discuss this before the next meeting.

Mr. Franklin has negotiated with Mr. Bob Redcay regarding appraisals, and Mr. Redcay is willing to accept Mr. Pat Noone, Noone & Associates, as the appraiser.

Mr. Gulotta noted that he would have a hard time supporting \$32 million for the Lancaster project. He felt that the College needs to be more conservative and that the architects provide another estimate that is less than \$32 million. We should have a fallback option--something around \$20 million. Mr. Delaney supported the \$32 million plan, but agreed that Mr. Gulotta had a good point that the College should explore some alternative options.

### **HVAC**

Mr. Livingston and Mr. Finley reported on the air quality issue in Blocker Hall. An employee who has respiratory problems has complained about the air quality in Blocker. Air quality checks were done in Blocker Hall and Whitaker Hall. It was noted that with the newer, more efficient HVAC system, less outside air is flowing through these buildings. A consultant came in and found deterioration in the HVAC ducts. It was suggested to clean, replace, and coat the vents. Mr. Schell suggested that the College get a second opinion to test the areas in question. Mr. Dyer agreed, and added that if the ductwork was needed, this could easily come out of the operating budget with the support of the delegates. Dr. Baehre would like to see similar studies completed in the other buildings as well. She suggested targeting one or two buildings each year. Mr. Whitmoyer suggested that if the studies show the need for more outside air, which will effect energy performance, Johnson Controls should be involved since they are guaranteeing a certain performance.

### **Monthly Financial Reports**

The report of revenues and expenditures for August 31, 2002 was reviewed the approved.

### **Healthcare Update**

Ms. Tulli updated the committee on the healthcare bids. Currently, the College is negotiating with Blue Cross and Blue Shield. Six vendors were solicited. Several vendors would not bid because the College's average participant age is 50. Blue Cross and Blue Shield presented to the Budget Advisory Committee. They both guaranteed costs for two years, but we have to look ahead to the third year. Healthguard is also being looked at for the Lancaster Campus. The BAC will be making a decision today, so there may be a walk-in resolution at the board meeting next week. Dr. Baehre suggested implementing another early retirement plan within the next two/three years.