

**Minutes**  
Committee of the Whole  
February 12, 2007

The Penn Manor School Board met in Executive Session at 6:30 for the discussion of a personnel item. The Executive Session adjourned at 7:00 p.m.

The Penn Manor School Board met as a Committee of the Whole at 7:05 p.m. in the Board Room at Manor Middle School. The meeting was called to order by Board President, Mr. C. Willis Herr. Present were Mr. DeLuca, Mr. Herr, Mr. Kreider, Mr. Lyon, Mr. Rintz and Mrs. Wert. Dr. Frerichs, Mrs. Friedman and Mr. Geist were absent. Present from the administrative staff were Mr. Stewart, Mr. Johnston, Ms. Pollock, Mr. Skrocki and Dr. Leichliter. Also in attendance were Mrs. McPherson, Mrs. Barnett, Mr. Edwards, Millersville students, Mrs. Rhoades, and Mrs. Howard.

Mr. Herr announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, March 5, 2007 at 7:00 p.m. in the Board Room of the Manor Middle School.

Mr. Herr asked if there were any Citizen's Comments. There were none at that time.

Mr. Herr asked the committee whether there were any additions or corrections to the Minutes of the February 5, 2007, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Rintz, a second by Mr. DeLuca and a unanimous voice vote, the Minutes were approved as printed.

Mr. Stewart welcomed the Millersville students. He explained the format of the three types of board meetings being held this evening. He said the Sunshine Law allows school boards to meet privately for specific types of issues, such as, personnel issues, negotiations with the teacher's association and the purchase of real estate. He explained the current board session is the Committee of the Whole, where the board will have discussions about issues. Some of these items will be placed on the voting meeting agenda. The third meeting is the voting meeting. The law requires anytime a school district takes action that results in the expenditure of public tax dollars, personnel matters and policies that it occur in a public voting meeting.

The district mid year enrollment was updated by Dr. Leichliter. He reviewed the 10 and 35 year enrollment trends, and the changes in the elementary and secondary enrollment from October 2006 to February 2007. Dr. Leichliter stated there is a lot of development and growth in the Central Manor enrollment area. He reviewed the proposed developments and number of estimated 1,011 residential units in the Central Manor enrollment area. Mr. Stewart said that with the district's long term renovation and improvement plan, Central Manor is targeted for renovations in 2011 or 2012. With the potential for increased student enrollment in the Central Manor area Mr. Stewart reviewed several possible options. He requested approval from the board to pursue a Request for Proposal (RFP) for a district enrollment study. After some discussion the board granted approval to Mr. Stewart to prepare an RFP for a district enrollment study for presentation to the board.

Mr. Stewart presented two calendar options for the 2007-2008 school year. With the traditional calendar students would start school on August 27, 2007. If students stay at Marticville Middle School during construction, a calendar may be recommended for the Marticville students only to start school after Labor Day on September 4, 2007. With this post Labor Day calendar four days would be made up during the year allowing for all the students in the district to finish at the same time in June. Mr. Stewart said proposed calendars will be presented to the Board in March.

Mr. Skrocki presented an overview of the PA and Penn Manor Property Tax Rebate Program. He said the board approved the rebate program for property owners for 2006-2007. Mr. Skrocki recommended the board continue the Property Tax Rebate Program for the 2007-2008 year using the current guidelines. He said if approved, promotion of the program will commence with the next edition of the Above and Beyond and application material will be delivered to local legislators. Approval for placement of this item on the board agenda was approved on a motion by Mr. DeLuca and seconded by Mr. Lyon. The following vote was taken on this motion: Mr. DeLuca, yes; Dr. Frerichs, absent; Mrs. Friedman, absent; Mr. Geist, absent; Mr. Herr, yes; Mr. Kreider, yes; Mr. Lyon, yes; Mr. Rintz, yes; and Mrs. Wert, yes.

Mr. Skrocki presented the construction reorganization plan to the board. He recommended that Mr. Coleman serve as "Clerk of the Works" for the construction projects; Mr. Dickenson assume the position of Interim Custodial Supervisor and Mr. Homsher assume the position of Acting High School Head Custodian. During the construction reorganization Mr. Skrocki recommended the addition of a 4 hour part time custodian for the high school. Mr. Skrocki reviewed the new job descriptions for the new positions, the compensation plan for Mr. Coleman and the reorganization plan timeline. Questions were asked for clarification. Approval for placement of the construction reorganization plan and job descriptions on the board agenda was approved on a motion by Mr. DeLuca and seconded by Mr. Rintz. The following vote was taken on this motion: Mr. DeLuca, yes; Dr. Frerichs, absent; Mrs. Friedman, absent; Mr. Geist, absent; Mr. Herr, yes; Mr. Kreider, yes; Mr. Lyon, yes; Mr. Rintz, yes; and Mrs. Wert, yes.

The preliminary budget was reviewed by Mr. Johnston. He said according to the Act 1 requirements school districts are required to pass their preliminary budget by February 14. Mr. Johnston presented the preliminary budget using the maximum amount of tax rates provided by Act 1. He said that the proposed tax increase in the final budget in June will be much different than the one presented in the preliminary budget. Mr. Johnston reviewed the budget calendar and explained some of the details of the forms that will be submitted to the state for the preliminary budget. Questions were asked for clarification. Approval for placement of the preliminary budget on the board agenda was approved on a motion by Mr. Lyon and seconded by Mr. Kreider. The following vote was taken on this motion: Mr. DeLuca, yes; Dr. Frerichs, absent; Mrs. Friedman, absent; Mr. Geist, absent; Mr. Herr, yes; Mr. Kreider, yes; Mr. Lyon, yes; Mr. Rintz, yes; and Mrs. Wert, yes.

Mr. Skrocki updated the board on revised Pennsylvania Public School Employee Retirement System (PSERS) rates. He explained that on an annual basis the state will set the percentage that the school district will have to pay into the fund. He provided a

spreadsheet showing the past, present and projected rates of the district contribution to PSERS. Mr. Skrocki explained the former projection rates compared to the revised PSERS rates of contribution and the reasons for the change. He said for 2007 the rate will be 7.13%; however, the projected rate for 2012 will be a dramatic increase. Mr. Skrocki explained points in Governor Rendell's recent budget address. He added that Mr. Geist is serving on a committee that is taking a look at moving away from the PSERS defined benefit plan to a defined contribution plan. Questions were asked for clarification.

Dr. Leichliter presented an update on the Dual Enrollment Program. The program allows high school students to be dual enrolled in a high school and college course. This is the second year that the state has funded the program. He explained the funding and provided the number of students enrolled in Millersville and HACC in the fall and spring and the enrollment number in the courses. Dr. Leichliter announced that an agreement with Penn State has been reached for next year for the program. He is also looking at extending the program to include Thaddeus Stevens School. Questions were asked.

Mr. Lyon announced that the Teacher Recognition dinner will be held on April 24. The banquet recognizes the Outstanding Teacher and Employee of the Year, employees retiring and employees with a significant number employment years at Penn Manor. Mr. Lyon recommended that the board extend the invitation to the spouse of the employees who will be recognized. The board unanimously agreed to extend the invitation.

The Committee of the Whole adjourned at 8:29 p.m. on a motion by Mrs. Friedman, a second by Mr. Rintz, and a unanimous voice vote.

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C. Willis Herr, President

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Paula E. Howard, Secretary

February 12, 2007

The regular meeting of the Board of Directors of the Penn Manor School District was held on the above date in the Board Room at Manor Middle School. The meeting was called to order by Board President, Mr. C. Willis Herr at 8:40 p.m.

The following members were present: Mr. DeLuca, Mr. C. Willis Herr, Mr. Kreider, Mr. Lyon, Mr. Rintz and Mrs. Wert. Mrs. Friedman, Dr. Frerichs and Mr. Geist were absent. Present from the administrative staff were Mr. Donald Stewart, Ms. Ellen Pollock, Mr. Christopher Johnston, Mr. Steve Skrocki and Dr. Michael Leichliter. Also in attendance were Mrs. Carly McPherson, Mrs. Mary Barnett, Mrs. Cindy Rhoades, Millersville students, Mrs. Clark, Ben Clark and Mrs. Paula Howard.

Mr. Herr announced that on March 5, 2007, a special meeting of the Board of Directors of the Penn Manor School District will be held following the Committee of the Whole meeting, and the next regularly scheduled meeting will be held on Monday, March 12, 2007 at 8:15 p.m. in the Board Room of the Manor Middle School.

Mr. Herr asked if there were any Citizen's Comments. There were none at this time.

Mr. Herr asked if there were any additions or corrections to the Minutes of the January 8, 2007 and the February 5, 2007 School Board Meetings. There were none. It was moved by Mr. Rintz and seconded by Mr. DeLuca to approve the minutes as printed. This motion was passed by a unanimous voice vote.

Connor O'Neill and Bree Bolin presented the student report. They reviewed the high school activities for January and the upcoming events for February. They reported that the Model UN club participated in the 6<sup>th</sup> annual Boston MUN and the Quiz Bowl team finished the Lancaster Lebanon League season in 4<sup>th</sup> place. The high school spring musical, "How to Succeed in Business" will be held March 1-3. On February 23 and 24 high school students will be participating in a Dance-A-Thon. Proceeds will benefit the Four Diamonds fund, which helps families who have been impacted by childhood cancer and children who are receiving treatment at Penn State Children's Hospital. The students also reminded the board of the district Read-A-Thon on February 25. A winter athletic update was reported. The Boys Basketball team finished in 4<sup>th</sup> place and qualified for district playoffs, several swimmers qualified for district competition on March 2 and 3, the Wrestling team was Section 1 runner-up and qualified for district team tournament, and the Bowling team won the section championship.

Mr. Dana Edwards introduced Ben Clark, a seventh grade student at Manor Middle School, and highlighted Ben's academic achievements. Mr. Herr read a resolution recognizing and commending Ben for his outstanding scholarship in the Mathematical Association of America and American Mathematics Competitions. Ben Clark was one of 127 students nationally and one of 3 students in grades 4-8 in Pennsylvania to achieve a perfect score. Ben thanked the board for inviting him to the board meeting and his math teacher, Mr. Staub, for helping him achieve a perfect score.

Mr. Stewart introduced Mrs. Carly McPherson, who is the Dean of Students at Pequea Elementary during Mrs. Sugra's child rearing leave this year. He commended her for her efforts while in this position and added that Mrs. McPherson has all the capabilities to be



\$2,500 will be made at the end of the renovation project if schedule milestones are adhered to. Payment to be made from the 2006 Construction Fund.

Leighton Dickenson – Interim Custodial Supervisor/High School Head Custodian for a stipend of \$2,500. Payment to be made from the 2006 Construction Fund.

Mark Homsher – Acting High School Head Custodian for a stipend of \$2,000. Payment to be made from the 2006 Construction Fund.

Authorization for the administrative staff to add 4 hours of custodial hours at the high school during the period cited above.

- C. Re-designation of March 5 and April 30 Board Meetings – The committee is recommending the re-designation of the March 5 and April 30, 2007 Penn Manor School Board Meetings as Committee of the Whole and Voting Meetings.
- D. Reschedule the July 2007 Board Meetings Date – The committee is recommending rescheduling the July 9 Committee of the Whole and Voting Meetings to July 16, 2007.
- E. Comcast Network Proposal – The committee is recommending approval of a network services agreement with Comcast Business Communications, LLC as per the attached agreement, rider, and schedules, effective 7/1/2007 through 6/30/2012 in the amount of \$4,600 per month and a one-time up-front payment of \$300,000. The \$300,000 is to be paid from the capital reserve fund while the \$4,600 monthly charge will be paid from the general fund budget. (see pages 15 - 28)
- F. Act 1 Tax Shifting Referendum Resolution – The committee is recommending approval of the Act 1 tax shifting referendum resolution as per the attached resolution. (see pages 29 - 30)
- G. Adoption of the 2007/2008 Preliminary Budget – The committee is recommending approval of the following items regarding the adoption of the preliminary 2007/2008 Penn Manor School District budget:
  1. Adoption of a preliminary budget for 2007/2008 listing expenditures in the amount of \$61,226,408.00.
  2. A resolution adopting a preliminary budget for the 2007/2008 fiscal year and authorizing the administration of the school district to seek Act I referendum exceptions. (see pages 31 - 32)

**MOTION ON THE COMMITTEE OF THE WHOLE CONSENT AGENDA ITEMS 2 A-G:** It was moved by Donna Wert and seconded by Joseph DeLuca to approve these items. The following call vote was taken on this motion. Joseph DeLuca, yes; Richard L. Frerichs, absent; Johnna Friedman, absent; Frank Geist, absent; C. Willis Herr, yes; Jeffrey Kreider, yes; Jeffrey E. Lyon, yes, Carlton Rintz, yes; and Donna J. Wert, yes.

**Item 3 A - N.****Consent Agenda for Administrative Actions**

- A. Budget Transfers – The administrative staff is recommending approval of the budget transfers as listed on Penn Manor’s web page (<http://www.pennmanor.net/tr/>).
- B. Tuition Free Seniors – The administrative staff is recommending approval of the following students as tuition free seniors for the 2006/2007 school year.  
Michelle Chnupa  
Ryan D’Amico  
Jack Hamby IV  
Katherine McKenzie
- C. Delinquent Real Estate Taxes – The administrative staff is recommending ratification of the submission of delinquent real estate and interim taxes as listed. (see page 33)
- D. Venture Grants – The administrative staff is recommending the acceptance of Penn Manor Education Foundation Venture Grants as listed. (see pages 34 - 35)
- E. Child Accounting/Food Services Secretary Job Description – The administrative staff is recommending approval of the Child Accounting/Food Services Secretary job description. (see pages 36 - 37)
- F. Plancon Parts A and B – Marticville Middle School Renovation Project – The administrative staff is recommending acknowledgement of receipt of the reviewed and approved Plancon parts A and B from the Pennsylvania Department of Education for the Marticville Middle School renovation project as per the attached. (see pages 38 - 39)
- G. Approval of Architectural and Engineering Services Agreement - Security Improvements – The administrative staff is recommending approval of a contract with Crabtree, Rohrbaugh & Associates for the architectural and engineering services for district-wide security improvements in the amount of \$38,130 plus reimbursable expenses. Payment to be made from the capital reserve fund.
- H. Approval of Architectural Services Agreement - Central Manor Flooring – The administrative staff is recommending approval of a contract with Crabtree, Rohrbaugh & Associates for the architectural services floor finishes upgrades at Central Manor Elementary School in the amount of \$548 plus reimbursable expenses. Payment to be made from the capital reserve fund.
- I. Lease Agreement – The administrative staff is recommending approval of the lease of 23 acres of farm land formerly belonging to Mr. and Mrs. Abe Fisher to Mr. Clifford Charles at the rate of \$3,795.00 for \$165 per acre, for one year beginning April 1, 2007.

- J. Paving Change Order #1 – Field House Renovation Project – The administrative staff is recommending approval of a DEDUCT change order with Pflumm Contractors, Inc. in the amount of \$21,944.00 for the field house renovation project. The reduction is due to the elimination of paving and reclaim work at the driveway entrance at Route 741 and lower parking lot and the exchange of Portland cement for calcium for the reclamation base. Payment to be made from the 2005 Construction Fund.
- K. Paving Change Order #2 - Field House Renovation Project – The administrative staff is recommending approval of a change order with Pflumm Contractors, Inc. in the amount of \$48,693.10 for the field house renovation project. The additional amount is for reclaim, base, and paving adjacent to the field hockey field and between the field house and baseball field. This work was not originally included in the base contract. Payment to be made from the 2005 Construction Fund.
- L. Generator Maintenance Agreement – The administrative staff is recommending approval of a generator planned maintenance agreement with SEMS TECH effective 3/1/07 at the buildings listed below for the amounts stated:
- |                          |                   |
|--------------------------|-------------------|
| Pequea Elementary        | \$150.00 per year |
| Eshleman Elementary      | \$215.00 per year |
| Manor Middle             | \$215.00 per year |
| Central Manor Elementary | \$100.00 per year |
| Conestoga Elementary     | \$175.00 per year |
| Hambright Elementary     | \$100.00 per year |
| Letort Elementary        | \$215.00 per year |
- M. Custodial Job Descriptions – The administrative staff is recommending approval of the following job descriptions. (see pages 40 - 47)
- Acting High School Head Custodian
  - Interim Custodial Supervisor/High School Head Custodian
- N. Judicial Review – The Judicial Review Committee is recommending the board approve the actions of the committee as cited. (see page 48)

**MOTION ON ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEMS 3 A – N:** It was moved by Jeffrey Lyon and seconded by Jeffrey Kreider to approve these items as amended. The following call vote was taken on this motion. Joseph DeLuca, yes; Richard L. Frerichs, absent; Johnna Friedman, absent; Frank Geist, absent; C. Willis Herr, yes; Jeffrey Kreider, yes; Jeffrey E. Lyon, yes, Carlton Rintz, yes; and Donna J. Wert, yes.

**Item 4 A - S:                      Consent Agenda for Personnel**

- A. Employment or Change in Status(\*) – The administrative staff is recommending the board accept the individuals listed for employment or change in status(\*) according to the conditions listed. (see page 49)



- B. Substitute Teachers – The administrative staff is recommending that the individuals listed be approved for substitute teaching within the school district until such time that either the school district or the individual would opt to have their name deleted from the substitute teacher list. (see page 50)
- C. Leaves – The administrative staff is recommending granting Family Medical Leave and Child Rearing leaves to the individuals listed according to the terms listed. (see page 51)
- D. Stipend for Additional Instructional Duties – The administrative staff is recommending the payment of a daily stipend of \$79.67 to Mr. Skip Reddig for additional instructional duties effective Monday, January 22 and concludes with the employment of a new music instructor.
- E. Speech and Language Clinician – The administrative staff is recommending approval of Charlotte Horton as an independent Speech and Language Clinician at the rate of \$50.00 per hour, not to exceed 250 hours for the 2006-2007 school year.
- F. Millersville Borough Police – The administrative staff is recommending approval for payments to Millersville Borough Police Department for providing police security at Penn Manor home athletic competitions. Estimated cost is \$45.00 per hour.
- G. Curriculum Writing – The administrative staff is recommending approval of Brian Malek and Kevin Bower for curriculum writing for Blendedschools at the rate of \$31 per hour, not to exceed 60 hours.
- H. Twilight School Instructor – The administrative staff is recommending approval of the following individual to the position of Twilight School Instructor for the 2006-2007 school year at the rate of \$31 per hour.  
Phil Weaver
- I. Supportive School Counseling Services – The administrative staff is recommending the approval of Ms. Donna Popo for supportive school counseling services at Penn Manor High School at the professional rate of \$31.00 per hour, not to exceed 8 hours per week effective March 8, 2007 for the 2006-2007 school year.
- J. Winter Coaching Contracts – The administrative staff is recommending approval of the individuals listed as coaches for the remainder of the 2006-2007 winter sports season.  
Wes Mendez -- Wrestling effective 1/19/07 -- \$260.50  
Steve Wilson -- Jr. High Boys Basketball, effective 1/12/07 -- \$1,165.40
- K. 2006-2007 Spring Coaching Position – The administrative staff is recommending approval of the individual listed below for the 2006-2007 spring sports season.  
Lindsey Zimbile -- Girls Asst. Lacrosse Coach -- \$2,165

- L. Resignation of Coaches – The administrative staff is recommending the board accept the resignation of the coaches listed below per the effective date.  
     Dale Reed – effective 1/12/07  
     Matt Miller – effective 1/19/07
- M. Co-curricular Positions – The administrative staff is recommending the approval of the individuals listed to the co-curricular positions cited for the 2006-2007 school year.  
     Lakisha Hargan – Musical Choreographer – Level 3 - \$1,102.00  
     Carole Shellenberger – Musical Costume Coordinator– Entry Level - \$1,461.00  
     Melissa Telesco – Musical Choral Director – Entry Level - \$2,001.00  
     Terry Eckman – Middle School Choral Competition/Festival - MVMS - \$500.00  
     Jill Almoney - Middle School Choral Competition/Festival – MAMS - \$250.00  
     Konrad Fritz - Middle School Choral Competition/Festival – MAMS - \$250.00  
     Skip Reddig - Middle School Band Competition/Festival – MVMS - \$500.00  
     Jill Almoney - Middle School Band Competition/Festival – MAMS - \$500.00  
     Konrad Fritz - Middle School Orchestra Competition/Festival – MVMS - \$500.00  
     Konrad Fritz - Middle School Orchestra Competition/Festival – MAMS - \$500.00
- N. Tenure – The administrative staff is recommending that the individual listed below be granted tenure as she has completed the requirement of three years of satisfactory teaching performance one year within IU 13 and two years with the school district.  
     Michele Palmer
- O. Retirements – The administrative staff is recommending the board approve the retirements of the individual(s) listed per the effective date subject to the conditions listed in the Negotiated Agreement.  
     Judith Keiser – end of the 2006-2007 school year
- P. School Nurse Substitute – The administrative staff is recommending the board approve the employment of a nurse substitute for a Health Room Technician on medical leave during the spring semester of the 2006-2007 school year.  
     Jeanette Eddowes – designated substitute at \$160.00 per day.
- Q. ESL Services – The administrative staff is recommending that Mrs. Wendy Letavic be paid for ESL services of PSSA testing at the professional rate of \$31.00 per hour, up to 14 hours, to be concluded by March 30, 2007.
- R. Resignations – The administrative staff is recommending the board accept the resignation of the individuals listed below per the effective date.  
     Gloria Adams – effective 12/22/06  
     Angela Banner – effective 1/17/07  
     Marlene Knight – effective 1/29/07  
     Sheila Raymond – effective 2/9/07  
     Carole Troast – effective 2/4/07  
     Dottie Zug – effective 1/19/07

- S. Special Ed Clerical Hours – The administrative staff is recommending approval for Jean Bender for 20 hours of clerical assistance effective February 5, 2007 at an hourly rate of \$12.00.

**MOTION ON PERSONNEL CONSENT AGENDA ITEMS 4 A – S:** It was moved by Donna Wert and seconded by Herk Rintz to approve these items as amended. The following call vote was taken on this motion. Joseph DeLuca, yes; Richard L. Frerichs, yes; Johnna Friedman, yes; Frank Geist, yes; C. Willis Herr, absent; Jeffrey Kreider, yes; Jeffrey E. Lyon, absent, Carlton Rintz, yes; and Donna J. Wert, yes.

**Item 5.** **Approval to Advertise for Bids**

Approval to Advertise for Bids – The administrative staff is recommending to advertise for bid for asbestos removal at Marticville Middle School as part of the renovation project.

**MOTION ON CONSENT AGENDA ITEM 5:** It was moved by Johnna Friedman and seconded by Frank Geist to approve these items as amended. The following call vote was taken on this motion. Joseph DeLuca, yes; Richard L. Frerichs, absent; Johnna Friedman, absent; Frank Geist, absent; C. Willis Herr, yes; Jeffrey Kreider, yes; Jeffrey E. Lyon, yes, Carlton Rintz, yes; and Donna J. Wert, yes.

**Item 6.** **Judicial Review**

Judicial Review – The Judicial Review Committee is recommending the board approve the actions of the committee as cited. (see page 2)

**MOTION ON PERSONNEL CONSENT AGENDA ITEM 6:** It was moved by Johnna Friedman and seconded by Joe DeLuca to approve these items as amended. The following call vote was taken on this motion. Joseph DeLuca, yes; Richard L. Frerichs, absent; Johnna Friedman, absent; Frank Geist, absent; C. Willis Herr, yes; Jeffrey Kreider, yes; Jeffrey E. Lyon, yes, Carlton Rintz, yes; and Donna J. Wert, yes.

**Item 7.** **Special Education Supplemental Contract**

Special Education Supplemental Contract – The administrative staff is recommending approval for the employment of Cynthia Witmer as an interpreter for 3 hours total on December 14, 2006 at a music concert. The estimated contract cost is \$74.16.

**MOTION ON CONSENT AGENDA ITEM 7:** It was moved by Donna Wert and seconded by Herk Rintz to approve these items as amended. The following call vote was taken on this motion. Joseph DeLuca, yes; Richard L. Frerichs, absent; Johnna Friedman,

absent; Frank Geist, absent; C. Willis Herr, yes; Jeffrey Kreider, yes; Jeffrey E. Lyon, yes, Carlton Rintz, yes; and Donna J. Wert, yes.

**Item 8. Employment or Change in Status(\*)**

Employment or Change in Status(\*) – The administrative staff is recommending the board accept the individuals listed for employment or change in status(\*) according to the conditions listed. (see page 3)

**MOTION ON CONSENT AGENDA ITEM 8:** It was moved by Donna Wert and seconded by Herk Rintz to approve these items as amended. The following call vote was taken on this motion. Joseph DeLuca, yes; Richard L. Frerichs, absent; Johnna Friedman, absent; Frank Geist, absent; C. Willis Herr, yes; Jeffrey Kreider, yes; Jeffrey E. Lyon, yes, Carlton Rintz, yes; and Donna J. Wert, yes.

The meeting adjourned at 9:00 p.m. on a motion by Mr. Rintz and seconded by Mrs. Wert and a unanimous voice vote.

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C. Willis Herr, President

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Paula E. Howard, Secretary