EAST HANOVER TOWNSHIP BOARD OF EDUCATION

Special Public Meeting, 6:30 p.m.

April 9, 2019

Board of Education Conference Room

20 School Avenue

MINUTES

The meeting was opened by Mrs. Pfund-Olsen at 6:30 p.m.

The mission of the East Hanover School District is to prepare our young people to be positive, contributing members of society. Our diversified curriculum incorporates the expectation that all students achieve or exceed the New Jersey Student Learning Standards (NJSLS) at all grade levels. The educational environment fosters self-esteem, independent thinking, and respect for individual differences. We provide our students with the skills and experiences necessary to assist them in achieving their fullest potential as unique individuals and to meet the challenges of life.

Assistance for persons with disabilities for the purpose of attending this or any other district meeting/function can be obtained by contacting the Board Secretary’s office at 973-887-2112 (x100).

**CALL TO ORDER OPEN PUBLIC MEETING STATEMENT**

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advanced notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon.

In accordance with the provisions of this Act, the East Hanover Township Board of Education has caused notice of this meeting to be forwarded to the Hanover Eagle and Daily Record as official newspapers of the East Hanover Township Board of Education and posted in the Board Office, 20 School Avenue, and forwarded to the Township Clerk.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Present: Mr. Barisciano, Mr. Filippone, Mrs. Mitchell, Mrs. Pfund-Olsen, Mr. Troise, Mr. Ucci,

Absent: Mr. Sullivan

Also Present: Mrs. Bartlett, Superintendent

Mrs. Muscara, Business Administrator/Board Secretary

**PUBLIC COMMENTS** - None

**SUPERINTENDENT’S REPORT** – None

**BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT**

The original contractor awarded the Air Conditioning projects at the Middle School and Frank J. Smith School realized they made a mathematical error and needed to withdraw their bid. The special board meeting was needed to rescind the contract to Iron Mountain Mechanical, LLC and award the new contract to Industrial Cooling Corp. so that equipment can be ordered for the summer project.

**COMMITTEE REPORTS**

Personnel – None

Education/Technology – Mrs. Pfund-Olsen attended the NJSBA Mental Health workshop today and stated a committee meeting will be set up soon.

Finance – None

Policy/Public Relations – None

Buildings and Grounds/Transportation - None

**CONSENT RESOLUTIONS**

All matters are considered to be routine in nature and will be enacted by one motion. Any Board member may request that an item be removed from the Consent Agenda for separate consideration. Any item(s) removed from the Consent Agenda will be discussed and acted upon separately, immediately following the consideration of the remaining items on the Consent Agenda. A motion or a second is not required to remove an item(s) from the Consent Agenda. All resolutions acted upon at this meeting are available to be viewed this evening and copies can be obtained by contacting the School Board Secretary’s Office.

Personnel – Items 1 through 3

Policy – Items 1 and 2

Finance – Items 1 through 6

Mrs. Mitchell moved and Mr. Barisciano seconded the motion to move all items as a consent agenda. All ayes.

**PERSONNEL**

1. Ratify/Approve the appointment of Frank Granata, as Grade 6-8 Leave Replacement teacher from March 22, 2019, through April 30, 2019, at a rate of $276.28 per day (BA Step 1 of the 2018-2019 Teacher’s Salary Guide).
2. Approve the appointment of Lindsay D’Ambola to the position of Transportation Assistant/Buildings & Grounds Secretary, at an annual salary of $50,000, effective July 1, 2019, through June 30, 2020. [(Doc. P-1)](https://drive.google.com/file/d/1rUlPObO67mVUDnv3jUfohg4tLzM5zny7/view?usp=sharing)
3. Approve the appointment of the following individuals as district substitutes for the 2018-2019 school year, pending approval by the New Jersey Department of Education following a criminal history review:

Linda Lang Substitute Teacher and Substitute Instructional Aide

Jennifer Toto Substitute Teacher, Nurse, Instructional Aide, Cafeteria Aide, Bus Aide   
 and Secretary

**POLICY**

1. Approve the second reading to adopt Policy 1642 Earned Sick Leave Law, as attached. [(Doc. PL-1)](https://drive.google.com/file/d/15GrKAKYWgvtWx3IcfNfh_jb4U4b55Tmi/view?usp=sharing)
2. Approve the second reading to adopt Regulation 1642 Earned Sick Leave Law, as attached. [(Doc. PL-2)](https://drive.google.com/file/d/1tBej6VKzLaFCaE7WdE3bVK1pHJIZFKVN/view?usp=sharing)

**FINANCE**

1. **WHEREAS**, East Hanover Board of Education (“Board”) held a public bid opening for the award of a contract for the Air Conditioning Projects at Frank J. Smith Elementary School project and the East Hanover Middle School (“Project”); and

**WHEREAS**, the Board received ten bids for the Project at the public bid opening; and

**WHEREAS**, the putative low bid for the Project was submitted by Iron Mountain Mechanical, LLC with a base bid in the amount of $505,995; and

**WHEREAS**, the Board awarded the Project to Iron Mountain Mechanical, LLC at its March 11, 2019 meeting; and

**WHEREAS**, after the award, Iron Mountain Mechanical, LLC advised the Board that it made an error in its bid submission for the Project, and therefore requested to be permitted to withdraw its bid; and

**WHEREAS**, Iron Mountain Mechanical, LLC further advised the Board that it would compensate the Board for damages suffered by the Board due to its error; and

**WHEREAS**, the Boards has determined that it is in its best interest to allow Iron Mountain Mechanical, LLC to withdraw its bids; and

**WHEREAS**, the lowest responsible bid for the Project was submitted by Industrial Cooling Corp. with a base bid in the amount of $510,000; and

**WHEREAS**, the bid submitted by Industrial Cooling Corp. is responsive in all materials respects; and

**WHEREAS**, it is the Board’s desire to award the contract for the Project to Industrial Cooling Corp.

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1. The Board hereby rescinds the resolution passed at its March 11, 2019 Board meeting awarding the Project to Iron Mountain Mechanical, LLC.
2. The Board hereby permits Iron Mountain Mechanical, LLC to withdraw its bid for the Project due to an error in its bid preparation.
3. The Board hereby approves the agreement with Iron Mountain Mechanical, LLC regarding the withdrawal of its bid.
4. The Board hereby awards the contract for the Project to Industrial Cooling Corp. in the amount of Five Hundred Ten Thousand Dollars ($510,000).
5. This award is expressly conditioned upon Industrial Cooling Corp. furnishing the requisite documentation as required in the project specifications, including the insurance certificate, bonds, and an executed Agreement, as prepared by the Board Attorney, within ten days of the date hereof.
6. The Board Attorney is hereby authorized to prepare the agreements consistent with this Resolution.
7. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution. [(Doc-F-1)](https://drive.google.com/file/d/0BwC1oJIkqI93RmNjVjQ2V2d5YUdRb2R4S1AyeWZyWk9JODc0/view?usp=sharing)
8. The East Hanover Board of Education hereby resolves, effective July 1, 2019, to select Horizon Blue Cross Blue Shield of New Jersey as its benefits administrator for group prescription coverage. [(Doc. F-2)](https://drive.google.com/file/d/0BwC1oJIkqI93OXl6WktwdUZPS04tb1B0Ym9MN25PVzBuZnVz/view?usp=sharing)
9. Approve the Boiler Replacement Project at Central Elementary School for the 2019-2020 school year with United Welding & Plumbing of Caldwell, NJ at the cost of $82,550 based on pricing from Ed Data Time & Material Bids #9177 to be funded by Capital Reserve. Proposals were requested with United Welding & Plumbing providing the lowest cost as follows: [(Doc-F-3)](https://drive.google.com/file/d/1-yst7lnDj7A_lFRydxk7IlCdd66JFkkc/view?usp=sharing)

United Welding & Plumbing $ 82,550 (Based on Ed Data # 9177)

CJ Vanderbeck and Son Inc. $ 93,390

Manhattan Welding Company Inc. $118,500 (Based on MRESC 15/16-52)

1. Approve the Professional Services Agreement with Parette Somjen Architects LLC of Rockaway, NJ as a supplement to the Architect of Record Agreement for the Boiler Replacement at Central Elementary School for the cost of $12,500 plus reimbursable expenses at the cost of $750. This appointment is awarded without competitive bidding under the provisions of the “Local Public Contract Law” of New Jersey. [(Doc. F-4)](https://drive.google.com/file/d/0BwC1oJIkqI93eWc1cHhXYzVaQktEbjg5T0l6M1NnZ1R4VkpZ/view?usp=sharing)
2. RESOLVED, upon the recommendation of the Superintendent, that the East Hanover Township Board of Education, in the County of Morris, New Jersey, authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning the “Boiler Replacement” for Central Elementary School to serve as an application to the Office of School Facilities and an amendment to the District’s Long Range Facility Plan; and

BE IT FURTHER RESOLVED, this project shall be an “Other Capital Project” and the Board of Education is NOT seeking State funding, but will fund the Project through a withdrawal from Capital Reserve.

1. Approve a Capital Reserve Withdrawal for the preliminary fees in the amount of $13,250 for the Boiler Replacement Project at Central Elementary School to be completed in the 2019-2020 school year. Pursuant to N.J.A.C. 6A:23A-14.1(h)1, a board of education can transfer funds for pre-development or other pre-application costs associated with architects for school facility projects included in the approved LRFP.

**OLD BUSINESS**-none

**NEW BUSINESS**-none

**PUBLIC COMMENTS**-none

**EXECUTIVE SESSION**

WHEREAS, C.231, P.L. 1975, also known as the Sunshine Law, authorizes a public body to meet in executive or private session under certain limited circumstances; and

WHEREAS, said law requires the Board to adopt a resolution at a public meeting before it can meet in such an executive or private session:

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE EAST HANOVER TOWNSHIP SCHOOL DISTRICT:

1. That it does hereby determine that it is not necessary to meet in Executive Session on April 9, 2019.
2. That the matter discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting.

Formal action may be taken upon return from Executive Session.

President \_\_\_\_ reconvenes the meeting at \_\_\_\_ p.m.

**ADJOURNMENT**

Mrs. Mitchell moved and Mr. Ucci seconded the motion to adjourn the meeting 6:35 p.m.

Voice vote all yes.

Respectfully submitted,

Deborah Muscara

Business Administrator/Board Secretary

DM/cg