

MINUTES
FINANCE COMMITTEE
JANUARY 7, 2013

The Penn Township Finance Committee convened on Monday, January 7, 2013 at 7:05 PM following the public safety committee meeting. Present were Chairman Heilman and Commissioners Klunk, Prieber, Felix and Goldsmith. Also present were Manager Garvick, Police Chief Laughlin, Fire Chief Cromer, Administrative Assistant Rodgers, WWTP Superintendent Mahone, and Township Engineer Bortner. The following matters were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the December 3, 2012 finance committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

2012 BUDGET AND OPERATING EXPENSE REPORT: Administrative Assistant Rodgers presented the revenue and expense statement through December 31, 2012. There was a revenue surplus of just over \$47,000. It was noted that the carryover for 2012 was about \$1.5 million, which is slightly higher than the \$1.21 million projected in 2013 budget. Chairman Heilman suggested that something be done with the extra funds such as putting it into reserve accounts. Anyone with any suggestions should let the Manager know so that it can be discussed at a future finance committee meeting.

TAX COLLECTOR WAGES FOR 2014: Manager Garvick stated that 2014 is an election year for the tax collector and the Township will need to set the compensation prior to February 15, 2013. It was noted that the tax collector will be a separate position from the treasure in 2014, if the Commissions choose that option. The Committee has recommended separating the two positions. After some discussion the Committee recommended that the tax collector's wages be set at \$10,000 for the collection of the real estate tax and \$3,000 for the collection of the local services tax. The treasure's position will be discussed at a future time. It was suggested to contact the school district and the county to find out what they are paying the tax collector. An ordinance with the tax collectors wages for 2014-2017 will be prepared for adoption at the next Board of Commissioners meeting.

YORK COUNTY ECONOMIC ALLIANCE: Manager Garvick reported that York County Economic Alliance, previously known as the York County Economic Development Corporation, has requested an increase in the fees the Township pays for the services they provide in the Hanover Area. The Committee agreed to an increase to \$24,000 a year for the calendar years 2013 and 2014.

CHRIST'S AMERICAN BIBLE BAPTIST CHURCH: The Committee received a request from Christ's American Bible Baptist Church for a waiver of the building permit fees to

install a wheel chair ramp. They stated that they are providing their services as volunteers and trying to make the project as cost effective as possible. After some discussion the Committee recommended denying the request.

HANOVER 150/250: The Committee discussed making a contribution to the Hanover 250 year celebration and the 150 Battle of Hanover celebration. It was noted that most of the Battle of Hanover occurred in Penn Township on Frederick Street. The Committee recommended providing labor if asked for events and if necessary would consider a financial contribution if requested at a later date.

REGIONAL ECONOMIC DEVELOPMENT RESOLUTION: Manager Garvick noted that a resolution has been prepared to be adopted by the Board of Commissioners for the Township to participate with Hanover, McSherrystown Borough and Conewago Township in a multi municipal and multi county economic development plan. The resolution needs to be adopted so that the Adams County municipalities can receive grant money for their participation.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting adjourned at 7:27 PM.

Respectfully submitted,

Kristina J. Rodgers
Township Secretary