

MINUTES  
FINANCE COMMITTEE  
FEBRUARY 1, 2010

The Penn Township Finance Committee convened on Monday, February 1, 2010 at 7:20 PM following the Public Safety Committee meeting. Present were Chairman Heilman and Commissioners Prieber, Felix, Goldsmith and Rewa. Also present were Manager Garvick, Police Chief Rhodes, Fire Chief Cromer and Administrative Assistant Rodgers. The following matters were discussed:

ANNOUNCEMENTS: None

APPROVAL OF THE MINUTES: The minutes of the January 4, 2010 Finance Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

2010 BUDGET & OPERATING EXPENSE REPORT: Manager Garvick reviewed the 2010 revenue and expenses through January. The Township currently is trying to limit spending until the real estate tax begins to be paid in late February or early March.

HANOVER EARNED INCOME TAX REPORT: Commissioner Heilman reported on the Hanover Area Earned Income Tax meeting held on January 26th. The collection fee will remain at 2.5%. A hearing was held at the request of two individuals who are appealing the decision of the tax office to pay several years of taxes in arrears. The married couple was of the opinion that they didn't have to pay their back taxes because they were not aware that they were due and owing. The HAEIT Board will meet again in formal session on February 22<sup>nd</sup>. The local tax office is prepared to stop collection at the end of 2011 to be in compliance with the new state regulation allowing one tax collection agency per county. The Hanover office will remain open for about three to four months after the consolidation to handle the returns and refunds for the previous year.

YORK TAX COLLECTION COMMITTEE: Administrative Assistant Rodgers reported that the York Tax Collection Committee held their second meeting on January 26th. The group is still working on bylaws, which need to be sent to DCED by April 15, 2010. The Committee will meet again at the end of March to vote on them but in the meantime they will be sending out a survey to find out if the municipalities and school districts would be willing to waive their weighted vote allowed under the law. Penn Township has a 1.99% weighted vote. It was noted that the school districts would most likely not waive their weighted vote in favor of one organization/one vote. The Finance Committee also recommended not waiving the weighted vote. Ms. Rodgers also noted that York County has agreed to allow Adams County to combine with York into one organization but it would be up to the Adams County committee to decide if they wanted to be one unit.

HANOVER EXCHANGE CLUB: The Committee received a request dated February 1, 2010 from the Exchange Club of Hanover for a waiver of sign permit fees to advertise the annual Home Builder's Show in March. The Committee recommended approving the request.

D.J. OFFICE UPGRADES: Manager Garvick reported that additional receptacles and circuits need to be installed in the District Justice Office. When the offices were renovated 20 years ago they were not equipped for the large amount of electric and electronics equipment currently being used. One electrical contractor's quote came in at \$1,000 for additional

upgrades to reduce the circuit breaker problems. There will be plenty of room in the existing electric panels for the additional circuits. The Committee recommended proceeding with improvements upon receiving additional quotes.

ALTERNATIVE PAYMENTS FOR SEWER BILLS: Administrative Assistant Rodgers reported on the costs associated with implementing ACH and/or credit cards for payments of sewer bills. The Committee felt that the user costs should not be incurred by the Township but rather by the individuals who want to use the cards or services. They recommended getting an analysis from the bank on the costs that the Township may incur by implementing this type of program and the number of expected users.

BENCHMARK ENGERGY SOLUTIONS: Manager Garvick familiarized the Committee with a company called Benchmark Energy Solutions to help the Township purchase energy at a cheaper rate. As an example, Benchmark has saved their natural gas customers 14%. If we participate, Benchmark will receive and review our electric and natural gas bills to make sure that we are not being overcharged or improperly invoiced. Benchmark will provide analysis on what the Township would have spent and what they would save using them. Commissioner Heilman stated that he has used some of the consortiums in the past and they have saved the School District money on utilities. The Committee recommended that Benchmark be invited to the next Finance meeting.

OTHER MATTERS: None.

The meeting adjourned at 7:56 P.M.

Respectfully submitted,

Jeffrey R. Garvick, Manager