

MINUTES
FINANCE COMMITTEE
FEBRUARY 7, 2011

The Penn Township Finance Committee convened on Monday, February 7, 2011, at 7:09 PM following the Public Safety Committee meeting. Present were Chairman Heilman and Commissioners Prieber, Rewa, Goldsmith and Felix. 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 3, 2011 Finance Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

2011 BUDGET & OPERATING EXPENSE REPORT: Administrative Assistant Rodgers reported on the revenue and expenses through the first month of 2011. She reported that current year tax revenue will not begin to come in till the end of February but we are at 123% of prior year tax. The first month's interest has not been posted yet because we wait until we balance with the Treasurer. The first sewer bond payment for the year was prepared in January for payment on February 1. The Township has also received the payment for the bond subsidy. The TAN has not been completed because we just received the opinion of the solicitor.

RESOLUTION FOR ACT 44: Manager Garvick reported that Solicitor Tilley has prepared a Resolution for adoption in compliance with Act 44 of 2009. Also recommended for approval are the "Procedures for Compliance with the Professional Services Contract Provisions" for pension administration. The committee recommended placing this on the agenda for the next meeting.

FEE RESOLUTION: Manager Garvick reported that there is an error regarding the Homewood and Plum Creek interceptor tapping fees that was missed when the Fees For Permits and Services Resolution was adopted. The resolution will be readopted at the next meeting with an effective date of January 1, 2011.

MASON-DIXON CREDO: The Committee received a request dated February 3, 2011 from the Mason Dixon Credo for a waiver of the sign permit fees to advertise a retreat at the Penn Grove Retreat Center on April 7-10. The Committee recommended approving the request.

HANOVER CHAMBER OF COMMERCE: The Committee received a request dated February 1, 2011 from the Hanover Chamber of Commerce for a waiver of the sign permit fee to advertise the shuttle service for the Hanover Area Dutch Days being held on July 30, 2011. The Committee recommended approving the request.

HANOVER EXCHANGE CLUB: The Committee received a request dated January 3, 2011 from the Hanover Exchange Club for waiver of the sign permit fees to advertise the Home Builder's and Garden show being held March 9-12. The Committee recommended approving the request.

17 INDUSTRIAL DRIVE: The Committee received a request dated February 4, 2011 from Conewago Contractors requesting the use of the Local Economic Revitalization Tax Act for 17 Industrial Drive. The Act provides for a temporary waiver and/or reduction of property taxes as an incentive to bring new business to a community. Since Penn provides the least amount of tax relief, the Committee will wait for a decision from the County of York and the South Western School District before making a recommendation.

HANOVER AREA EARNED INCOME TAX BUREAU MEETING: Commissioner Heilman reported on the Hanover Earned Income Tax meeting, which was held on January 25th. The HAEITB office will close to the public on December 29, 2011 and will shut down for good in March 2012 due to the consolidation into a county system. As a result, they are preparing a fifteen-month budget. Ms. Deyarmin will remain until the office is closed. She and one other employee will then retire. The remaining two or three employees will be terminated. The budget was prepared with a 3.6% collection fee instead of a 2.5% collection fee to make sure that costs are covered for the fifteen month period. Any additional funds that the agency may have after it is dissolved will be returned to the taxing authorities. The next meeting will be held February 22, 2011 with the final meeting being held in May of 2012 following the audit.

YORK COUNTY TAX COLLECTION COMMITTEE: Administrative Assistant Rodgers reported that the York County Tax Collection Committee (YCTCC) held a meeting on the last Monday in January. They decided not to purchase liability insurance as a group and are considering a consolidation with the Adams County Tax Collection Committee (ACTCC). The York Adams Tax Bureau in its current configuration will no longer exist after December 31, 2011 as result of the state mandate. There will be a meeting between the executive committees of the YCTCC and the ACTCC to discuss problems and concerns for a consolidation. The YCTCC will meet again on March 28th to discuss those meetings and prepare to vote on the consolidation at the April 25th meeting if there are no outstanding issues or concerns.

The meeting adjourned at 7:30 P.M.

Respectfully submitted,

Jeffrey R. Garvick, Manager