

MINUTES
FINANCE COMMITTEE
MARCH 3, 2009

The Penn Township Finance Committee convened on Monday, March 3, 2009 at 7:41 PM following the Public Safety Committee meeting. Present were Chairman Heilman and Commissioners Prieber, Goldsmith, Rewa and Felix. Also present were Manager Garvick, Deputy Police Chief Laughlin, Fire Chief Cromer and Administrative Assistant Rodgers. The following matters were discussed:

ANNOUNCEMENTS: None

APPROVAL OF THE MINUTES: The minutes of the February 3, 2009 Finance Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

SOUTH WESTERN DOLLARS FOR SCHOLARS: The Committee received a request dated February 25, 2009 from South Western Dollars for Scholars requesting a waiver of the sign permit fees to advertise their Make-A-Difference week April 19 through April 25. The Committee recommended approving the request.

ST. JOSEPH'S ATHLETIC ASSOCIATION: The Committee received a request dated February 20, 2009 from the St. Joseph's Athletic Association for a waiver of the sign permit fee to place directional signs to their facility for the Harrisburg Diocesan Basketball Finals to be held March 12 through March 15. The Committee recommended approving the request.

CODORUS VETERANS MEMORIAL COMMITTEE: The Committee received a letter from the Codorus Veterans Memorial Committee asking for support of the Hanover Area Memorial. After some discussion, the Committee was unsure as to what kind of support was being requested, but did state it would not support a financial contribution.

WEB SITE IMPROVEMENTS: The Committee reviewed the proposal from Martin Design for updates to the Township's website. The Committee felt that the cost was substantial and could be done for less if other avenues are pursued. The committee will get back to staff with some other options.

2009 BUDGET & OPERATING BUDGET EXPENSE REPORT: The committee reviewed the revenues and expenditures for January and February 2009. The expenses have been higher than the revenues but this will change with the mailing of the property tax bills, which are in discount period through April 15th.

EASTER EGG HUNT: Commissioner Rewa reported that the Township received \$100 from the South Western School District for the annual egg hunt.

OPEN RECORDS ACT: Manager Garvick reported the Township received notification from the Township Solicitor that tape recordings of public meetings are not considered secretary notes and cannot be destroyed after the minutes are complete. The tapes must be destroyed in accordance with the Township's disposition policy, which the Township is currently preparing. The Township will continue to record the minutes for Planning Commission meetings because they require more detailed preparation. Administrative Assistant Rodgers requested that the Commissioners contact state representatives about getting the birthdates of township employees removed as a public record in order to reduce the possibility of identity theft.

The meeting adjourned at 7:53 P.M.

Respectfully submitted,

Jeffrey R. Garvick, Manager