

MINUTES
FINANCE COMMITTEE
MARCH 4, 2013

The Penn Township Finance Committee convened on Monday, March 4, 2013 at 7:15 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 and Administrative Assistant Rodgers. The following matters were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the February 4, 2013 finance committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

2013 BUDGET AND OPERATING EXPENSE REPORT: Administrative Assistant Rodgers provided the February revenue/expense report. It shows revenues low for realty transfer and earned income with the anticipation that earned income will be higher in March or April when the quarterly payees make their payments.

HANOVER EAGLES: The Committee received a request dated January 31, 2013 from the Hanover Eagles for a waiver of the permit fees to have a Family Fun Day on April 20, 2013 with the proceeds going to the Penn Township Prevention of Child Abuse. The Committee recommended approving the request.

CENTER STREET REIMBURSEMENT: Manager Garvick reported that additional funds are needed for the Center Street project for McCormick Taylor and CSXT railroad. This will require an amendment to the Center Street Reimbursement agreement. The Committee recommended approving a Letter of Amendment to the agreement.

DEBT SERVICE: Manager Garvick provided an updated debt service schedule for the Township through 2020. It shows a reduction in the debt service by roughly 50% in 2015. Commissioner Heilman stated that with the review of the five-year capital purchase plans now being prepared the Township will be able to anticipate borrowing in 2015 for upcoming projects.

ZONING OFFICER: Manager Garvick reported that the current zoning officer, John Menges, has submitted his letter of retirement effective April 30, 2013. The Committee will discuss at a future time the appointment of a new zoning officer.

BROKER OF RECORD: Manager Garvick reported that he has received notification of the retirement of our Broker of Record, Edward J. O'Donnell, III. He would like to have adopted a Resolution of Recognition for Ed's thirty year of service. The Committee recommended adopting a resolution.

COMCAST: Commissioner Heilman reported that Comcast has increased their price again and is now charging for items that were previously free or included with the service. It was noted that the Township has not approved Comcast as the only provider of cable service and would be open to other entities providing similar services in the Township.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting adjourned at 7:39 PM.

Respectfully submitted,

Kristina J. Rodgers
Township Secretary