

MINUTES  
FINANCE COMMITTEE  
MARCH 3, 2014

The Penn Township Finance Committee convened on Monday, March 3, 2014, at 7:27 PM following the public safety committee meeting. Present were Chairman Heilman and Commissioners Klunk, Prieber, Goldsmith and Felix. 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, 2014 finance committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

2014 BUDGET AND OPERATING EXPENSE REPORT: Administrative Assistant Rodgers reported on the 2014 budget and operating expenses through the end of February. She noted that the State Liquid Fuels Funds were received March 3, 2014 and were about \$41,000 above what was estimated.

TAX COLLECTOR AUDIT: The committee was provided an audit of the tax collector's records from Rager, Lehman, and Houck. The audit was clean but they only audited about ten records from 2013 because additional records would have required a greater fee.

LIQUID FUELS AUDIT: The state Auditor General's office audited the liquid fuels funds for 2011 and 2012. There were no findings noted on the audit.

HANOVER REGIONAL ECONOMIC PLAN: Manager Garvick provided a final copy of the Hanover Regional Economic Plan for the Committee and is asking for the approval of the resolution to adopt the plan, which will need to be executed by all the participating municipalities. The plan recommends that the four participating municipalities, Hanover Borough, Penn Township, McSherrystown Borough, and Conewago Township meet quarterly to discuss implementing the recommendations of the plan.

BORROWING OPTIONS: Manager Garvick supplied the committee with several borrowing options for a million dollars over five, seven, and ten years. After some discussion, the Committee recommended getting a quote for two million dollars over ten years with monthly payments of principal and interest.

REALTORS ASSOCIATION REPORT: The committee reviewed the Realtor's Association report that was provided for 2013.

DISTRICT JUSTICE LEASE: Manager Garvick reported that York County has

contacted him about leasing additional space for District Justice Miner. The Township has a spare room adjacent to Miner's office that they are interested in which would provide an additional \$430 revenue per month. The room is going to be used for storage of records so no additional work by the Township is needed. The county has already executed the agreement but it will need Township approval. The committee recommended approving the lease.

The meeting adjourned at 7:38 PM.

Respectfully submitted,

Kristina J. Rodgers  
Township Secretary