

MINUTES
FINANCE COMMITTEE
JUNE 7, 2010

The Penn Township Finance Committee convened on Monday, June 7, 2010 at 7:24 PM following the Public Safety Committee meeting. Present were Chairman Heilman and Commissioners Prieber, Rewa, Felix, and Goldsmith. 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 May 3, 2010 Finance Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

2010 BUDGET & OPERATING EXPENSE REPORT: Manger Garvick reviewed the 2010 budget and expense report through the end of May. The revenues to date are \$5,241,136 and expenses are \$2,823,120. Manager Garvick stated that we are coming into the crunch time for the expenditures for 2010 and preparation for the 2011 budget.

RFP FOR AUDITING SERVICES: Administrative Assistant Rodgers provided an RFP for auditing services for the Committee to review. The services requested would be for 2011, with an option for years 2012 and 2013. This is the first time in many years that a request has been sent out for auditing services. The Township currently appoints ParenteBeard as Township Auditor. There will be at least five requests sent out with Commissioner Heilman recommending a firm in Philadelphia.

CODORUS STATE PARK: The Committee received a request dated April 6, 2010 from Friends of Codorus State Park requesting a waiver of the sign permit fees to advertise the 2010 Codorus Blast at the end of June. The cost of the permit for fifteen signs is about \$250. The Committee recommended approving the request.

WAIVER REQUESTS: Manager Garvick stated that most waiver requests require a disclosure of charitable contributions but some of those requests the committee is considering tonight do not. Manager Garvick requested some clarification on how the Committee would like to proceed on sign fee waiver requests. The Committee is going to review the process for allowing waivers of the sign permit fees. It was suggested that the current applicants be notified that their waiver requests need to be submitted at least two months prior to the event and before the signs are placed. If these directions are not followed the request may be denied.

PENN TWP LIONS CLUB: The Committee received a request dated May 14, 2010 from the Penn Township Lions Club for a waiver of the sign permit fees to hold their chicken barbeque on June 12, 2010 at Young's Woods. The Committee recommended approving the request.

JEFFERSON VFC: The Committee received a request dated April 8, 2010 from the Jefferson Volunteer Fire Company for a waiver of the sign permit fees to advertise the Jefferson Carnival in July 12 to July 17. The Committee recommended approving the request.

CIVIL WAR REENACTORS OF HANOVER: The Committee received a request dated May 20, 2010 for a waiver of the sign permit fees to advertise their reenactment on August 20-22. The Committee recommended denying the request unless the permit fee was paid up front as is required on all waiver requests.

JULY 4TH: Chief Cromer noted that the July 4th activities are still being held in the Borough this year, including the fireworks.

VOLUNTEER FIRE COMPANY: Chief Cromer requested a waiver of the fees for Young's Woods for the Volunteer Fire Company to have a picnic on June 13, 2010. The Committee recommended approving the request.

The meeting adjourned at 7:47 P.M.

Respectfully submitted,

Jeffrey R. Garvick, Manager