

MINUTES  
FINANCE COMMITTEE  
JULY 6, 2010

The Penn Township Finance Committee convened on Tuesday, July 6, 2010 at 7:34 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, Engineer Bortner and WWTP Supt. Mahone. The following matters were discussed:

ANNOUNCEMENTS: None

APPROVAL OF THE MINUTES: The minutes of the June 7, 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 June. The General Fund revenues to date are \$5,909,506 and expenses are \$3,371,733. Manager Garvick also presented a department-specific expenditure report indicating where all department spending is halfway through the year. All departments are below the 50% spending level with the exception of Zoning, which took a large hit because of the Shehan litigation. Manager Garvick also requested that all departments continue to monitor their budgets and control spending as cash carryover is extremely important in anticipation of preparing the 2011 budget.

WEBSITE SURVEY – INVOICE PAYMENT OPTIONS: Manager Garvick informed the committee that the survey has now been pulled from the website after about 3½ months. The survey was intended to see if residents were interested in other options for bill paying, such as debit, credit or some other online payment method. Of the 103 respondents, almost all indicated some desire to have other options but over 85% also indicated that they would not pay a fee for those other options. The committee agreed to leave things as they are and look at the matter again some time in the future.

TEMPORARY SIGN FEE WAIVER POLICY: Manager Garvick presented the committee with a proposed policy regarding the waiver of fees for temporary signs. The Township receives many of these waiver requests and the policy spells out the procedure to be followed by applicants seeking fee waivers. The committee recommended adopting the policy at the July 19<sup>th</sup> meeting of the BOC.

The meeting adjourned at 7:47 P.M.

Respectfully submitted,

Jeffrey R. Garvick, Manager