

MINUTES
FINANCE COMMITTEE
AUGUST 4, 2008

The Penn Township Finance Committee convened on Monday, August 4, 2008 at 7:20 PM following the Public Safety Committee meeting. Present were Chairman Heilman and Commissioners Prieber, Johnson, Goldsmith and Rewa. Also present were Manager Garvick, Acting 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 July 7, 2008 Finance Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

YCEDC: Darrell Auterson, President and CEO, of the York County Economic Development Corporation (YCEDC) was present to thank the Township for its ongoing relationship with YCEDC, which provides economic development services from their office in Hanover. They are looking forward to continuing that relationship by renewing the contract, which occurs every two years and he is here tonight to begin that process. He wants to make sure there is a continuing dialogue between the organization and the Township besides the weekly meeting between the Hanover Representative and Manager Garvick. He also wanted to let the Commissioners know about the yearlong project being conducted between the York County Planning Commission and YCEDC to prepare an economic plan for the county. This plan will be included as part of York County's Comprehensive Plan. The study is in response to the BRAC (base realignment and closure) being undertaken by the Department of Defense. They are closing a base in New Jersey and relocating the employees to the Aberdeen Proving Ground in Howard County, Maryland, which borders the southeastern corner of York County. In addition to moving 8,200 jobs from the base DOD is projecting an additional twenty to thirty thousand non-base jobs will be created. They are projecting more residential and business development within the county. There are going to be a series of public forums in several weeks for the public to comment on the proposed economic plan. The study will take about a year to complete. They are asking for help from Penn Township and the other surrounding municipalities in conducting this study. Paul Wojciehowski, YCEDC, Hanover representative, stated to the Committee that he is working with local businesses to be able to supply the base with products produced in the area. Paul stated that he does meet each Monday with Manager Garvick, Hanover Borough Manager Bruce Rebert, Hanover Chamber of Commerce President Gary Laird, and West Manheim Township Manager Andy Richardson to discuss what the Corporation is doing and to provide a dialogue between the municipalities. He provides monthly activity reports and Commissioner Johnson represents the Township on the YCEDC Board. On occasions guests are invited to the meeting to discuss certain projects or problems that may face both the municipalities and YCEDC. He stated they have developed a program known as IMPLAN which allows them to project impacts when new businesses come to the area or when an existing business

changes the type of service it provides. He stated that they also try to develop and market industrial areas. The most valuable of their programs is the Business Retention and Expansion Program. YCEDC also conducts surveys and provides resources to companies. YCEDC also works with the Governors Action Team and meets quarterly with the Adams County Economic Development Corporation to discuss mutual projects such as Gateway Hanover. Paul stated that he also works with several committees in the area such as the Work Force Development Committee and the Downtown Hanover Committee. He stated that one of the important things to come out of these committees is the work force development center, which is currently being used by R.H. Sheppard, Utz Quality Foods and McClarin Plastics. It is hoped that other businesses will utilize the facility to train employees. Paul also regularly meets with the superintendents from the Hanover, South Western, Conewago Valley, Spring Grove and Delone school districts. They have developed a manufacturing training program and are looking forward to introducing a health care training program.

HANOVER EAGLES AUXILIARY: The Committee received a request dated July 19, 2008 from Viola Shearer for a waiver of the yard sale permit fee for the Hanover Eagles Auxiliary. The Committee recommended approving this request.

STAUB'S LANDING: The Committee received a request dated July 29, 2008 from John Staub for a waiver of the penalty and fees for the delinquent payments made for the Staub's Landing 2005 and 2006 Emergency Municipal Services Tax. The delinquencies were discovered when the Township could not make refunds to former Landing employees who requested them, as there was no record of any submission of the tax for the employees. The records of the Landing were then audited and the fees and penalty are a result of that audit. Mr. Staub recently submitted the taxes for 2005 and 2006. He indicated he had been using an independent payroll service and was not aware that they were not submitting the payments for the tax. The Committee stated that Mr. Staub is responsible for the tax but would review the request after additional information is received.

BUILDING PERMIT FEE: The Committee received a request from Jeanette McClintock, 77 Lion Drive, for a refund of \$29 for a building permit fee to install a pool. The building permit application was submitted with dimensions showing that it met all the setback requirements. The pool inspection was denied because the pool location did not meet setbacks. This was confirmed by both the Code Enforcement Officer and the Zoning Officer. The permit was eventually denied. The Committee recommended denying the request.

2008 BUDGET & OPERATING EXPENSE STATUS REPORT: The Committee reviewed the current budget status report.

SEWER RATES: Commissioner Heilman stated they may want to review the proposed sewer rate increases prior to the Health and Sanitation meeting and that a public meeting would need to be held in the future to discuss the issue.

SEPTEMBER MEETINGS: The Committee stated that because the Labor Day holiday falls on the regular meeting night they would have the Public Safety, Finance, Public Works, and Health and Sanitation meeting all on September 2, 2008 starting at 7:00 p.m.

NEW FIRE STATION: Chief Cromer stated that the volunteers are planning on moving into the new fire station on Clover Lane in September. Commissioner Heilman noted that former Commissioner Wendell Felix, as a liaison representative of the Board, did an excellent job keeping the Commissioners informed about project.

The meeting adjourned at 7:54 P.M.

Respectfully submitted,

Jeffrey R. Garvick, Manager