

MINUTES
FINANCE COMMITTEE
SEPTEMBER 4, 2012

The Penn Township Finance Committee convened on Tuesday, September 4, 2012 at 7:06 PM following the Public Safety Committee meeting. Present were Chairman Heilman and Commissioners Prieber, Klunk, Goldsmith and Felix. Also present were Manager Garvick, Police Chief Laughlin, Fire Chief Cromer, WWTP Superintendent Mahone, Engineer Bortner, Highway Foreman Mahan and Administrative Assistant Rodgers. The following matters were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the August 6, 2012 Finance Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

2012 BUDGET AND OPERATING EXPENSE REPORT: Administrative Assistant Rodgers reviewed the revenue and expense report through August 2012. The Township is at about 81% revenue received and 50% of projected expenses. She noted that the earned income is down from last year but is projected to catch up in October. Revenue and expenses are about the same as they were in 2011.

GOLDEN VISIONS WAIVER REQUEST: The Committee received a request dated August 16, 2012 from Golden Visions Senior Center requesting a waiver of the yard sale permit fees for their multi vendor yard sale being held at Hillside Medical Center on September 29, 2012. Michalene Peticca was present to represent the request. She stated that she was not aware of the requirement for yard sale permits and they would be selling the vendor space for \$10 dollars with the proceeds of the sales going to Golden Visions. If they had known about the permit fee they would have charged additional fees for the spaces. It was noted that the waiver was for this sale only. Any future sales would require a waiver request if they did not want to pay the fee. The Committee recommended approving the request.

PENN TOWNSHIP LIONS CLUB: The Committee received a request dated August 10, 2012 from the Penn Township Lions Club for a waiver of the sign permit fee to advertise their chicken barbeque on September 22, 2012 at Youngs Woods. The permit has been submitted and paid for. The Committee recommended approving the request.

2013 BUDGET PREPARATION: The Committee received a memo with a timeline for the preparation of the 2013 budget. The first reading is scheduled for October 15, 2012 with adoption scheduled on December 17, 2012. Commissioner Heilman would like to schedule a budget workshop with all four department heads and the finance committee to review the requests of each. A date will be set following the next Board of Commissioners meeting.

MMO'S 2013: Administrative Assistant Rodgers reported that the minimum municipal obligations (MMO's) for the pension plans have been calculated for 2013 and will need to be adopted by September 30, 2012. They can, however, be amended prior to December 31, 2012. The MMO for the police pension plan is \$523,667.95, which is \$109,000 less than the 2012 MMO. This is a result of the Township being classified by the state as being a distress level two municipality. This allows for a twenty five percent reduction in the amortization requirement for two years for both of the Township's defined benefit plans. The amount will be still owed at a future date if the Township's actuary determines that the plan is still underfunded. The MMO for the firefighter pension plan is \$103,926.88 and the non-uniformed plan is \$148,619.20. Both of these slightly increased even though the Township is taking the funding adjustment for the firefighter plan of just over a thousand dollars. The Township will receive the pension state aid in late September or early October. The MMO's will be adopted at the next Board of Commissioners meeting.

CITIZEN'S QUESTIONS TO THE COMMITTEE: None

The meeting adjourned at 7:19 P.M.

Respectfully submitted,
Kristina J. Rodgers
Township Secretary