

MINUTES  
FINANCE COMMITTEE  
OCTOBER 3, 2011

The Penn Township Finance Committee convened on Monday, October 3, 2011 at 7:51 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 September 6, 2011 Finance Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

2011 BUDGET & OPERATING EXPENSE REPORT: Administrative Assistant Rodgers reviewed the budget and operating expense report through September 2011. It was noted that the Township is at 94% of revenue at this time. The Committee questioned if the Township could expect to exceed budgeted revenue in 2011. Administrative Assistant Rodgers was not sure at this time due to slow down in property transfers and other revenues such as Earned Income and Local Services taxes. The Township has received about 97.5% of its projected Property tax, which is higher than most years at this time. The Township has also received more delinquent and prior year tax revenue than budgeted, as well as extra state aid for pensions and firemen's relief funds.

ST. JOSEPH PARISH: The Committee received a request dated September 9, 2011 from St. Joseph's Parish for a waiver of the permit fees associated with their Holiday Bazaar being held in November. The Committee recommended approving the request.

EARNED INCOME/NET PROFITS TAX ORDINANCE: The Committee reviewed the ordinance appointing the York Adams Tax Bureau as the tax collector for the Earned Income tax on behalf of the York County Tax Collection Committee and the Township. The York County Tax Collection Committee will advertise the ordinance and split the costs among all its members. The Township will need to advertise its intention to adopt the ordinance. The Committee recommended adopting the ordinance.

2012 BUDGET: Manager Garvick reviewed the 2012 proposed budget. The revenue side will be affected by changes in the assessed value of property within the Township. It is hopeful that the total assessed value remains the same or increases due to the addition of the Gateway Shopping Center. There have been numerous commercial properties that have had their value reassessed downward. Some of these properties have lost as much as thirty-seven percent of their value. The one-time increase in pension state aid will not occur next year and the budget reflects the amount of state aid normally received. It was noted that line items have been inserted in each department

for expenses related to pensions and insurance to more accurately reflect the cost of each department. The budget is not balanced. There was discussion that the projected expenses for 2011 are much lower than what is being projected for 2011 revenues. The carryover figure is typically reflected conservatively in the first draft. Staff will examine the numbers and come up with a more realistic figure. The budgets are showing all contractually obligated increases. The insurance numbers have not been received and will be received by the end of October or the first of November. The commissioners will be provided with updated budgets in anticipation of further discussion at the next finance meeting.

The meeting adjourned at 8:19 P.M.

Respectfully submitted,

Kristina J. Rodgers  
Township Secretary