

MINUTES
FINANCE COMMITTEE
NOVEMBER 4, 2013

The Penn Township Finance Committee convened on Monday, November 4, 2013, at 7:20 PM following the Public Safety Committee meeting. Present were Chairman Heilman and Commissioners Klunk, Prieber, Goldsmith and Felix. Also present were Manager Garvick, Police Chief Laughlin, Fire Chief Cromer and Administrative Assistant Rodgers. The following matters were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the October 7, 2013 finance committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

2013 BUDGET AND OPERATING EXPENSE REPORT: Administrative Assistant Rodgers reported on the 2013 budget and operating expense report through the end of October. It was noted that there would be a large expense the first payroll period of December for union contracted payments. It was noted that earned income and realty transfer revenues are lower than what was projected. York County is about two weeks late sending out the realty transfer checks.

WEST MANHEIM LIONS CLUB: The committee received a request dated October 11, 2013 from the West Manheim Lions Club for a waiver of the sign permit fee to advertise the annual Christmas tree sale. The committee recommended approving the request.

CONSOLIDATION OF BANK ACCOUNTS: The committee reviewed a resolution to consolidate bank accounts within one depository and eliminate some other accounts in order to reduce fees. Both M&T and PNC provided schedules of fees for services and costs, both being relatively equivalent. It was noted that staff instituted changes on internal procedures to help eliminate some costs associated with the accounts. They include the elimination of the current day menu and the printing of all cancelled checks. The committee recommended adopting the resolution eliminating M&T, while continuing to review fees and charges, as well as the possibility of further consolidations.

2014 BUDGET: The committee entertained some discussion regarding borrowing and capital expenditures with the latest version of the 2014 proposed budget. The committee set budget meetings for November 12, 2013 at 6:30 p.m. and November 26, 2013 at 7:00 p.m.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting adjourned at 7:50 PM.

Respectfully submitted,

Kristina J. Rodgers
Township Secretary