

MINUTES
FINANCE COMMITTEE
DECEMBER 1, 2008

The Penn Township Finance Committee convened on Monday, December 1, 2008 at 7:11 PM following the Public Safety Committee meeting. Present were Chairman Heilman and Commissioners Prieber, Goldsmith and Rewa. Commissioner Johnson was absent with notice. Also present were Manager Garvick, Deputy Police Chief Laughlin and Administrative Assistant Rodgers. The following matters were discussed:

ANNOUNCEMENTS: None

APPROVAL OF THE MINUTES: The minutes of the November 3, 2008 Finance Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

WEST MANHIEM TWP LIONS CLUB: The Committee received a request dated December 1, 2008 from the West Manheim Township Lions Club requesting a waiver of the sign permit fees for a temporary sign advertising their Christmas Tree Sale. The Committee recommended approving the request.

STUDENT COUNCIL CONFERENCE: The Committee received a request dated October 31, 2008 from the South Western High School for a waiver of the sign permit fees to place 14 vertical banners for the PA Association of Student Councils State Conference held at South Western in November. The Committee recommended approving the request.

HANOVER SOCCER CLUB: The Committee received a request from the Hanover Soccer Club for a waiver of the sign permit fee to advertise their registration. The Committee recommended approving the request.

EXIT REALTY: The Committee received a request from Exit Realty Customers First for a waiver of the sign permit fee to advertise their charitable food drive event. The food will be distributed between the Hanover Council of Churches, God's Meal Barrel, and the Red Cross. The Committee recommended approving the request.

SIGN PERMIT FEE WAIVER REQUEST POLICY: Manager Garvick presented a letter that will be sent to all nonprofit organizations reminding them of the policy for requesting waivers from sign permit fees including making application for the permit, paying for the fee, and requesting a waiver. If the waiver is approved the fee will be returned. It was suggested that the organizations be reminded to keep their letter in their files for future reference.

2008 BUDGET AND OPERATING EXPENSE REPORT: The Committee reviewed the 2008 budget and operating expense report through November and it appears that both expenses and revenues are going to be below projected estimates. The Township is behind about \$300,000 from last year with some revenue anticipated in December. Commissioner Heilman

explained the process of the Township collecting revenues for those that are new to the process.

2009 BUDGET DISCUSSION: Commissioner Heilman stated that the 2009 budget is showing a deficit of nearly \$500,000. He told the Manager to make sure the budget included some of those items previously removed such as new fueling pumps and a heating unit for the front part of the Township building. The Commissioners will review the budget again at their December 15, 2008 meeting. Manager Garvick reported that the problem is with the amount of revenue projected because most of the items that can be cut from the budget have been cut. The budget will be on public display beginning on December 2, 2008. Another budget session maybe scheduled following the December 15 meeting. There is some concern about continuously pushing needed items off until there is money available.

GYPSY MOTH SPRAYING: The Township received a correspondence from the York County Commissioners that they informed each municipality in October 2007 that there would be a charge for gypsy moth spraying in 2008. The Township never received the letter and did not budget anything for spraying in the 2008 budget. The Township has decided not to pay the bill because the spraying did not work in the Township.

RECYCLING GRANT: Commissioner Heilman announced that the Township has received notification for payment for its 2006 Act 101 Recycling Performance Grant from DEP.

The meeting adjourned at 7:31 P.M.

Respectfully submitted,

Jeffrey R. Garvick, Manager