

MINUTES
FINANCE COMMITTEE
DECEMBER 7, 2010

The Penn Township Finance Committee convened on Tuesday, December 7, 2010, at 7:11 PM following the Public Safety Committee meeting. Present were Chairman Heilman and Commissioners Prieber, Rewa, Goldsmith and Felix. Also present were Manager Garvick, Police Chief Rhodes, Fire Chief Cromer and Administrative Assistant Rodgers. The following matters were discussed:

ANNOUNCEMENTS: Commissioner Heilman announced that an executive session would be held following the Finance meeting to discuss matters of personnel.

APPROVAL OF THE MINUTES: The minutes of the November 1, 2010 Finance Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

2010 BUDGET & OPERATING EXPENSE REPORT: Manager Garvick reported on the 2010 operating budget and expense report through December 2, 2010. He hopes that the difference between expenses and revenue through November will be enough for the yearend carryover.

ST. JOSEPH PARRISH: The Committee received a request dated November 5, 2010 from St. Joseph Parrish for a refund of their sign permit fees to advertise their Christmas Bazaar held on November 13 and 14. The Committee recommended approving the request.

JEFFREY AND SUSAN NEWMAN: The Committee received a request dated November 30, 2010 from Jeffrey and Susan Newman for a refund of the penalty portion of their property tax bill. They did not pay their bill until the penalty period but are requesting a refund due to the fact that Mr. Newman had a medical situation and was unable to pay because he was in the hospital the last day the bill was due at face value.

Since the property tax bills were sent out in February, the Committee recommended denying the request.

FEE RESOLUTION: Manager Garvick submitted a fee resolution for 2011 with slightly higher fee rates for certain items such as building permit, pavilion rental, solicitation and other fees and licenses. The Committee recommended approving the resolution at the year end meeting.

YEAR END MEETING: The year end meeting has been scheduled for December 28, 2010 at 6:00 p.m.

BUDGET DISCUSSION: Manager Garvick reported that due to the discussion at the last budget meeting he has shown the budget with an increase in the tax rate and the

refuse units. On the expense side the highway reconstruction fund was reduced to zero. The only reconstruction funds available will be those in the Highway Aid Fund which will be about \$150,000. The current deficit is about \$300,000. After discussing the budget, it was the consensus to balance the budget by bringing more reserve funds into the general fund. The Committee will again meet on December 14th at 7 PM to further discuss.

The meeting adjourned at 7:41 P.M.

Respectfully submitted,

Jeffrey R. Garvick, Manager