

MINUTES  
FINANCE COMMITTEE  
MAY 7, 2019

The Penn Township Finance Committee convened on May 7, 2019 at 7:00 p.m. Present were Commissioners Klunk, Brown, and Van de Castle. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Secretary Sweeney. Commissioners Heiland and Felix was absent with notice. The following items were discussed:

ANNOUNCEMENTS: Commissioner Brown read the announcement of an executive session that was held following the Board of Commissioners Meeting on April 15, 2019, to discuss legal advice related to personnel. An executive session was also held on May 6, 2019 following the Public Works Committee Meeting to discuss police personnel. Commissioner Klunk requested an executive session following the Health and Sanitation Committee Meeting this evening.

APPROVAL OF THE MINUTES: The minutes of the April 2, 2019 Finance Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

2019 REVENUE AND EXPENSE REPORT: Manager Rodgers presented the revenue and expense report through April 30, 2019.

JEFFERSON CARNIVAL: The Committee received a requested dated March 25, 2019 from the Jefferson Carnival Committee for a waiver of the sign permit fees to advertise a carnival being held July 15 through July 20, 2019. The Committee recommended approving the request.

HANOVER LIONS CLUB: The Committee received a request dated April 8, 2019 from the Hanover Lions Club for a waiver of the sign permit fees to advertise a chicken barbeque fundraiser to be held on May 18, 2019. The Committee recommended approving the request.

NEW HOPE MINISTRIES: The Committee received a request dated April 15, 2019 from New Hope Ministries for a waiver of the pavilion fee at the Penn Township Community Park. The Committee has never approved a waiver for the use of the pavilions. The Committee recommended declining the request.

CODORUS BLAST: The Committee received a request dated April 29, 2019 from the Codorus Blast Committee for a waiver of the sign permit fees to advertise an event on June 14, 15, and 16, 2019. The Committee recommended approving the request.

SAINT JOSEPH PARISH: The Committee received a request dated April 29, 2019 from Saint Joseph Parish for a waiver of the yard sale permit fees for an indoor Yard Sale on August 10, 2019. The Committee recommended approving the request.

COMCAST FRANCHISE AGREEMENT: Manager Rodgers received a request for renewal of the Comcast Franchise Agreement which currently expires in year 2022. Township will need to schedule a public hearing and create an ordinance closer to the date. The agreement is for any supplier to come into the township will be subject to the same conditions as Comcast. We have not yet seen competition in this area. Manager Rodgers is in contact with the solicitor and following the steps that are advised to be taken.

REFINANCING OF DEBT: Manager Rodgers stated that the Board of Commissioners recently approved the refinancing of the Build America Bonds with RBC. RBC is requesting permission to contact the local banks to see the local financing rates to research whether a bank loan would be more beneficial than issuing a bond. RBC requested to come to a meeting. Manager Rodgers suggested attending the Board of Commissioners Meeting on May 20, 2019.

CONSIDERATION OF A PURCHASE CARD: PNC contacted Manager Rodgers offering the use of a purchasing card for department heads of the Township. Commission Brown stated that he likes the added security/control of having the one credit card. A purchasing card is not needed, therefore, committee decided to decline the offer.

OTHER MATTERS: None.

The meeting was adjourned at 7:18 p.m.

Respectfully submitted,  
Donna M. Sweeney  
Township Secretary