

MINUTES
FINANCE COMMITTEE
JUNE 5, 2017

The Penn Township Finance Committee convened on Monday, June 5, 2017 at 7:29 p.m. following the Public Safety Committee meeting. Present were Chairman Brown and Commissioners Felix, Klunk, and Van de Castle. Also present were Township Manager Rodgers, Police Chief Laughlin, Fire Chief Clouser, and Township Secretary Hallett. Commissioner Heilman was absent with notice. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the May 1, 2017 Finance Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

2017 REVENUE AND EXPENSE REPORT: The year to date revenue is 69.58% of what is budgeted and the expenses are 38.17%. At this point in the year we should be at 41.66%. Manager Rodgers reported a higher percentage of real estate taxes have been paid in comparison to the same time last year.

SOUTH WESTERN HIGH SCHOOL BANDS MATTRESS SALE: The Committee received a letter dated May 23, 2017 from South Western High School Bands requesting a waiver of all permit fees for their mattress sale to be held on June 24, 2017 from 9 a.m. to 5 p.m. After discussion the Committee recommended approving the request.

AUDIT RFP'S Manager Rodgers reported there were eight responses to our audit services Request For Proposal (RFP). The responses came from RKL, SB & Company, SEK & Co., Zelenkofske, Hamilton & Musser, Brown Shultz Sheridan & Fritz, Stambaugh Ness, and RLH. After discussion the Committee recommended appointing SEK & Co, of Hanover, PA as Township auditors for 2017.

FIVE YEAR PLAN UPDATE: Manager Rodgers gave the Committee an update on the five year plan. The original plan was drawn up in 2013. The Committee reviewed the plan and discussed some items listed in the first year.

The meeting was adjourned at 7:51 p.m.

Respectfully submitted:

Angela M. Hallett
Township Secretary