

MINUTES
FINANCE COMMITTEE
NOVEMBER 6, 2017

The Penn Township Finance Committee convened on Monday, November 6, 2017 at 7:24 p.m. following the Public Safety Committee meeting. Present were Chairman Brown and Commissioners Felix, Heilman, Klunk, and Van de Castle. Also present were Township Manager Rodgers, Police Chief Laughlin, Police Lieutenant Hettinger, Fire Chief Clouser and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: Commissioner Brown announced that a budget meeting will need to be scheduled.

APPROVAL OF THE MINUTES: The minutes of the October 2, 2017 Finance Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None

2017 REVENUE AND EXPENSE REPORT: The year to date revenue is 97.33% of what is budgeted and the expenses are 67.14%. At this point in the year we should be at 83.33%.

SAINT JOSEPH PARRISH CHRISTMAS BAZAAR: The Committee received a letter dated September 16, 2017 from Saint Joseph Parrish requesting a waiver of permit fees to advertise their Christmas Bazaar. The Bazaar will be held November 11, 2017. The Committee recommended approving the request.

HANOVER WEST MANHEIM TOWNSHIP LIONS CLUB CHRISTMAS TREE SALES: The Committee received a letter dated October 17, 2017 from Hanover West Manheim Township Lions Club requesting a waiver of permit fees to advertise their annual Christmas tree sale. The Committee recommended approving the request.

KNIGHTS OF COLUMBUS HOLIDAY BANNER: The Committee received a letter on September 28, 2017 from Knights of Columbus requesting a waiver of permit fees for a Holiday banner. After discussion the Committee recommended approving the request.

FIRST UNITED METHODIST CHURCH RELIEF DRIVE: The Committee received a letter on October 25, 2017 from the First United Methodist Church requesting a waiver of permit fees to advertise their relief drive. The Committee recommended approving the request.

REVIEW OF THE SIGN PERMIT FEE WAIVER POLICY: The Committee reviewed the current sign permit fee waiver policy. After discussion they decided to revisit this in January, 2018.

2018 BUDGET REVIEW: Commissioner Brown said the 2018 draft budget shows a 30% increase in expenditures. Commissioner Heilman said the expenditures could be lowered by paying for the fire truck and wheeled excavator out of the general obligation bond fund and the capital reserve equipment fund. He said this wouldn't eliminate anything but would lower the expenditure increase to 13.2%. Commissioner Felix asked what happens when we've emptied the reserve accounts to make these purchases and then need something in 2019. There will be a public meeting on November 15, 2017 at 6:30 p.m. to discuss the budget.

OTHER MATTERS: None.

The meeting was adjourned at 8:04 p.m.

Respectfully submitted,

Angela M. Hallett
Township Secretary