

MINUTES
FINANCE COMMITTEE
NOVEMBER 15, 2017

The Penn Township Finance Committee convened on Wednesday, November 15, 2017 at 6:30 pm. Present were Chairman Brown and Commissioners Felix, Heilman, Klunk, and Van de Castle along with Township Manager Rodgers. The following items were discussed:

ANNOUNCEMENTS: Commissioner Brown announced an executive session to discuss personnel will be held following the Finance Committee meeting this evening. Commissioner Brown announced an executive session to discuss personnel was held following the Health & Sanitation Committee meeting on November 7, 2017.

CITIZEN'S COMMENTS: None.

2018 BUDGET REVIEW: Manager Rodgers reviewed the 2018 draft budget including changes made since the Commissioners last reviewed it. The wheeled excavator will cost \$6,000 less than originally budgeted and the transfer and expense for this have been removed from the budget. She shared some concerns over the budgeted amount for the Hanover Area Fire & Rescue Commission and the Committee discussed it.

Manager Rodgers pointed out some difference in the Public Safety budget due to staffing changes and health insurance expense. There was discussion of employee health insurance contributions for 2018. Manager Rodgers said the Highway Aid and Sewer Fund are balanced and she has no concerns other than the sewer capital reserve transfer. If enough money comes in from connections she would like to lower the transfer so the money is available for projects.

The Committee discussed whether or not a tax increase is needed. Commissioner Brown is not in favor of a tax increase in 2018 because one will definitely be needed in 2019. He also said the general economic climate is favorable right now. Commissioner Klunk is not in favor of a tax increases because of the large increase in 2017. Manager Rodgers pointed out that there may be an increase in Local Service Tax revenue because the York Adams Tax Bureau will be collecting. She said there is also a large building permit that hasn't been issued yet and at least one housing development that will likely get approval next year. As a result there is some potential for revenue that isn't reflected in the budget. After discussion the Committee recommended a .10 mill tax increase and advised Manager Rodgers to advertise.

FEE RESOLUTION: The Committee reviewed the fee resolution. Manager Rodgers said there are increases in the Sewer Enforcement Officer fees and those will need to be passed along. She pointed out that the Homewood Interceptor fee expired in February of 2017 and the Plum Creek Interceptor fee will expire in February of 2018. She would like to review the Zoning Hearing Board fee.

Manager Rodgers recommended charging \$12 for the new recycling bins and the Committee recommended approving the fee increase. It will be added to the next fee resolution.

COMMITTEE MEETINGS 2018: The Committee discussed when to hold meetings in 2018. They recommended the Public Safety and Public Works Committee meetings be held on the first Monday of the month at 7 pm and the Finance and Health & Sanitation Committee meetings be held on the first Tuesday of the month at 7 pm. There will be a reorganization meeting at 7 pm on Tuesday, January 2, 2018 as well as all four Committee meetings.

OTHER MATTERS: The Committee discussed making payment to the PTVES line of credit and how the lease agreement for the fire station will work. Manager Rodgers will contact the Solicitor about the lease.

The meeting was adjourned at 7:46 pm.

Respectfully submitted,

Kristina J. Rodgers
Township Manager