

MINUTES  
FINANCE COMMITTEE  
JANUARY 5, 2015

The Penn Township Finance Committee convened on Monday, January 5, 2015, at 7:44 p.m. following the Public Safety Committee meeting. Present were Chairman Heilman and Commissioners Klunk, Prieber, Goldsmith and Felix. Also present were Manager Garvick, Police Chief Laughlin, Fire Chief Cromer, Assistant Manager Rodgers and Administrative Assistant Miller. The following matters were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the December 1, 2014 Finance Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

2014 BUDGET AND OPERATING EXPENSE REPORT: Assistant Manager Rodgers reported on the 2014 budget and operating expenses through the end of December. The year to date revenue is 101.88% of what is budgeted and expenses are 92.92%. Assistant Manager Rodgers noted we did end 2014 with a 416K deficit of revenue to expenses in comparison with 2013 when we ended the year with a 221K surplus.

YORK COUNTY ECONOMIC ALLIANCE: The Committee discussed the 2015-2016 agreement previously presented by Darrell Aulterson, President YCEA and Blanda Nace, Sr. Manager YCEA. The Committee requested a counter proposal of a one year agreement with written monthly reports instead of a two year agreement.

FEE RESOLUTION CHANGE: The Committee reviewed the proposed changes to the schedule of fees for permits and services. The Committee recommended approving the changes.

HEIGHTS AVENUE PROPERTY: The Committee reviewed the proposed resolution to authorize the sale of the Heights Avenue property. The Township has received a preliminary decline for the property from the South Western School District with their official notification expected after their next board meeting. The Committee recommended approving the resolution.

SOUTH WESTERN COMMUNITY YARD SALE: The Committee received a request on December 22, 2014 from the South Western Band & Band Boosters for a waiver of the permit fees associated with their annual yard sale being held on April 18, 2015. The Committee recommended approving the request.

DEPUTY TAX COLLECTOR: Assistant Manager Rodgers reported South West has still not approved a Deputy Tax Collector. The Committee also declined the request to approve a Deputy Tax Collector.

YATB REPRESENTATION: Assistant Manager Rodgers discussed the appointment of the Township's representation with the York Area Tax Bureau. The Committee endorsed re-appointing Assistant Manager Rodgers as the Township's representative with Commissioner Heilman as the alternate.

COMPUTERS, BUILDING SECURITY AND PAINTING: Assistant Manager Rodgers updated the Committee on the status of municipal computers. The majority of the new desktops have been installed and email is currently being worked on. The contractors have begun running cable for the building security with a tentative completion date of January 15<sup>th</sup>. Painting will be completed in-house if possible after the union contracts have been established.

OTHER: Assistant Manager Rodgers reminded the Committee of the annual audit scheduled for the week of January 12, 2015.

The meeting adjourned at 8:08 p.m.

Respectfully Submitted,  
Melissa A. Miller  
Administrative Assistant