

MINUTES
FINANCE COMMITTEE
MARCH 2, 2015

The Penn Township Finance Committee convened on Monday, March 2, 2015, at 7:22 p.m. following the Public Safety Committee meeting. Present were Chairman Heilman and Commissioners Klunk, Prieber, Goldsmith and Felix. Also present were Police Chief Laughlin, Fire Chief Cromer, Township Manager Rodgers and Administrative Assistant Miller. The following matters were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the February 2, 2015 Finance Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

2015 BUDGET AND OPERATING EXPENSE REPORT: Manager Rodgers reported on the 2015 budget and operating expenses through the end of February. The year to date revenue is 9.18% of what is budgeted and expenses are 13.67%. Manager Rodgers noted the general fund was down to only \$400k with the February 19th payroll. It has since been rectified with the February earned income tax deposit. She also mentioned the South Hanover Shopping Center has been sold and the realty transfer tax for that property should be deposited next month. The Committee discussed the possibility of obtaining a line of credit.

HANOVER LIONS CLUB: The Committee received a request dated February 26, 2015 from the Hanover Lions Club for a waiver of the sign permit fee associated with their annual Chicken Barbeque being held on May 16, 2015. The Committee recommended approving their request.

ACCESS SYSTEM: Manager Rodgers updated the Committee on the status of the door access and computer upgrade. All doors with the exception of one entrance are currently active. There is a list of minor installation and programming items that still need to be addressed. The computer upgrades are completed, seven additional hours have been purchased and reserved for the next 365 days in case any issues arise.

CABLE FRANCHISE AUDIT: Manager Rodgers reminded the Committee about the Cable Franchise Fee Audit Service available by the Cohen Law Group through the York County Municipal Administrators Association. We are currently in our 3rd year of our 10 year agreement with Comcast. The fee for the audit is \$3,900. The Committee recommended approving the audit.

LIGHTING UPGRADE: The Commissioners proposed looking into lighting upgrades at the municipal building and other areas. A request was made to contact Met-Ed for an energy study and possible energy upgrade grants.

The meeting adjourned at 7:35 p.m.

Respectfully Submitted,
Melissa A. Miller
Administrative Assistant