

MINUTES  
FINANCE COMMITTEE  
MARCH 6, 2018

The Penn Township Finance Committee convened on Tuesday, March 6, 2018 at 7:00 p.m. Present were Chairman Felix and Commissioners Brown, Heiland, Klunk, and Van de Castle. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix announced an executive session to discuss personnel was held following the Public Works Committee meeting on March 5, 2018.

APPROVAL OF THE MINUTES: The minutes of the February 6, 2018 Finance Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

SAINT JOSEPH PARISH EASTER FLOWER SALE: The Committee received a letter dated February 12, 2018 from Saint Joseph Parish requesting a waiver of the permits required to conduct an Easter Flower sale on March 24 and 25, 2018. The Committee recommended approving the request.

HANOVER EXCHANGE CLUB BUILDER'S SHOW: The Committee received a letter dated February 5, 2018 from the Hanover Exchange Club requesting a waiver of the permit fees to advertise the Builder's Show being held March 8 thru 10, 2018. In addition they are requesting a waiver from the thirty day limit on temporary signs. Manager Rodgers said the Exchange Club is reviewing our request for a waiver of the booth fees for the MS4 display. After discussion the Committee recommended approving both requests.

HANOVER EXCHANGE CLUB COMEDY AND MAGIC SHOW: The Committee received a request dated February 5, 2018 from the Hanover Exchange Club requesting a waiver of permit fees to advertise their Comedy and Magic show being held April 13, 2018. The Committee recommended approving the request.

PLANNING COMMISSION APPLICATION: Commissioner Felix reported that Clayton Black submitted an application for reappointment to the Planning Commission, his term expires in May of this year. The Committee recommended approving the reappointment.

2018 REVENUE & EXPENSE REPORT: The year to date revenue is 9.13% of what is budgeted and the expenses are 15.76%. At this point in the year we should be at 16.67%. Manager Rodgers pointed out that we have not received any real estate tax dollars yet this year. She doesn't believe the Tax Collector took any payments in the month of February so we may not receive any money from her until April. She also said

realty transfer revenue is down because, without a Tax Collector, tax certifications weren't being done.

OTHER MATTERS: The Committee received a letter dated February 23, 2018 from Case Builders, LLC requesting a variance to the sign ordinance. This is a continuation from the March 5, 2018 Public Works Committee meeting. Manager Rodgers reported that the Township did not request a construction entrance sign be installed. After discussion the Committee recommended approving the construction entrance sign only, the other sign will not be permitted.

The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Angela M. Hallett  
Township Secretary