

MINUTES
FINANCE COMMITTEE
APRIL 3, 2018

The Penn Township Finance Committee convened on Tuesday, April 3, 2018 at 7:00 p.m. Present were Chairman Felix and Commissioners Brown, Heiland, and Van de Castle. Also present were Township Manager Rodgers, WWTP Superintendent Mahone, and Township Secretary Hallett. Commissioner Klunk was absent with notice. The following items were discussed:

ANNOUNCEMENTS: None.

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

CITIZEN'S COMMENTS: Tracie Keyser with York County Convention and Visitor's Bureau was present and discussed how the money from the room tax increase had been used in the past year. She also discussed the next round of grants that opens on June 18, 2018.

HANOVER LIONS CLUB BARBEQUE: The Committee received a letter dated March 14, 2018 from the Hanover Lions Club requesting a waiver of the sign permit fees for their chicken barbeque on May 5, 2018. The Committee recommended approving the request.

204 CLOVER LANE SEWER BILL WAIVER: Manager Rodgers reported on the sewer bill for 204 Clover Lane. She said the current bill covers November 16, 2017 thru February 16, 2018 and is a total of \$247. We had the building most of that time so she suggested we waive this bill, then any future bills will be paid by the Hanover Area Fire & Rescue Commission. The Committee recommended waiving the sewer bill.

PLANNING COMMISSION APPLICATION: The Committee received an application from Kathy Gill to serve on the Planning Commission. The Committee recommended appointing Ms. Gill to a term on the Planning Commission and inviting her to attend the April 16, 2018 Board of Commissioners meeting.

DEPUTY TAX COLLECTOR: Manager Rodgers reported that the Tax Collector approached her about appointing a Deputy Tax Collector. She said the State of PA made a mandate, about four years ago, that a Deputy Tax Collector be appointed. At that time the Township Solicitor recommended against it. The South Western School District was also opposed after speaking with their Solicitor. After discussion the Committee asked Manager Rodgers to check with our new Solicitor to see if anything has changed.

2017 AUDIT: Manager Rodgers reported on the 2017 audit. She met with SEK on March 26, 2018 and the audit was clean.

2018 REVENUE & EXPENSE REPORT: The year to date revenue is 18.51% of what is budgeted and the expenses are 22.03%. At this point in the year we should be at 25%. Manager Rodgers noted that we had as much real estate tax revenue at the end of March as we had in the same period last year. She also said the bank is working on getting our accounts switched to interest bearing accounts.

OTHER MATTERS: Manager Rodgers received a call from Dr. Barbara Rupp inviting us to a Main Street Hanover meeting at the Hanover Borough office on April 11 from 6-8 p.m. Dr. Rupp wanted to let us know it's to discuss the streetscape plan and it affects all of Hanover, not just the Borough.

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

Respectfully submitted,

Angela M. Hallett
Township Secretary