

MINUTES
FINANCE COMMITTEE
MAY 1, 2018

The Penn Township Finance Committee convened on Tuesday, May 1, 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 read the announcement of executive session that was held following the Board of Commissioners public meeting on April 16, 2018. Commissioner Felix announced that an executive session to discuss personnel would be held following the Health & Sanitation Committee meeting this evening.

APPROVAL OF THE MINUTES: The minutes of the April 3, 2018 Finance Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

2018 REVENUE & EXPENSE REPORT: The year to date revenue is 64.01% of what is budgeted and the expenses are 28.7%. At this point in the year we should be at 33.33%. Manager Rodgers said she has some concerns about building permits, they seem to have suddenly dropped off and this should be our busiest time of year.

APPOINTMENT OF A DEPUTY TAX COLLECTOR: Manager Rodgers reported that the Penn Township Tax Collector would like to appoint a Deputy Tax Collector. She has chosen Holly Liska, the Tax Collector for Hanover Borough. Solicitor Hovis doesn't have a problem with the appointment. Manager Rodgers said the South Western School District has indicated they will not be appointing a Deputy Tax Collector but that won't affect us. In the event Ms. Hoke is incapacitated Penn Township taxes will still be collected. After discussion the Committee recommended appointing Holly Liska as the Deputy Tax Collector.

JEFFERSON CARNIVAL WAIVER REQUEST: The Committee received a letter dated March 14, 2018 from the Jefferson Carnival for a waiver of sign permit fees to advertise their carnival. The Committee recommended approving the request.

LERTA REQUEST FROM LEGACY 92, LLC: The Committee received a letter dated April 23, 2018 from Barley Snyder Attorneys at Law requesting Local Economic Revitalization Tax Act (LERTA) designation for Legacy 92, LLC. Manager Rodgers said Legacy requested this seven years ago but the request came after they had constructed their building and was therefore denied. She explained that LERTA is a reduction in taxes that can last up to ten years and be broken down however the Board chooses. When Apio received LERTA designation in 2015 they got it for ten years. The first year they paid no taxes on their improvements, the second year they paid 10% of the taxes, the third year they paid 20%, and so on. The LERTA only applies to the improvements,

they will continue to pay the same taxes they are currently paying. She said a public hearing needs to be held prior to adopting an Ordinance. Commissioner Felix said they have been a good employer in the area. Manager Rodgers said, per their letter, they plan to add seventy-five to one hundred employees immediately with an additional seventy-five to one hundred over the next five years. Commissioner Heiland asked if his brother being employed by Legacy needs to be taken into consideration and Manager Rodgers said she will ask Solicitor Hovis. After discussion the Committee recommended moving forward with the process for designating a LERTA for Legacy 92, LLC.

LEASE AGREEMENT FOR THE FIRE TRUCK: Manager Rodgers reported on a proposed lease agreement for the Hanover Area Fire & Rescue Commission for use of the new fire truck. Commissioner Klunk asked if they will be required to pay for any expenses associated with the truck and they will. The Committee recommended accepting the lease agreement.

ZONING HEARING BOARD APPLICATION: The Committee received an application from Larry Smith to serve on the Zoning Hearing Board. The Committee recommended appointing Mr. Smith to a term on the Zoning Hearing Board and inviting him to attend the May 8, 2018 Zoning Hearing Board meeting.

CODORUS BLAST WAIVER REQUEST: The Committee received a letter on April 24, 2018 from the Friends of Codorus for a waiver of the sign permit fees to advertise the Codorus Blast. The Committee recommended approving the request.

The meeting was adjourned at 7:19 p.m.

Respectfully submitted,

Angela M. Hallett
Township Secretary