

MINUTES  
FINANCE COMMITTEE  
SEPTEMBER 6, 2016

The Penn Township Finance Committee convened on Tuesday, September 6, 2016 at 7:11 P.M. following the Public Safety Committee meeting. Present were Chairman Brown and Commissioners Felix, Heilman, and Van de Castle. Commissioner Klunk was absent with notice. Also present were Township Manager Rodgers, Police Lieutenant Hettinger, Fire Chief Cromer, Engineer Bortner, WWTP Superintendent Mahone, Zoning Officer Swanner, Assistant to the Engineer Garrett, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: Commissioner Brown announced that the Penn Township Newsletter will be in the Merchandiser on September 26, 2016. He recommended everyone take the time to read it.

APPROVAL OF THE MINUTES: The minutes of the August 1, 2016 Finance Committee meeting were approved as submitted.

2016 BUDGET AND OPERATING EXPENSE REPORT: The year to date revenue is 83.44% of what is budgeted and the expenses are 51.16%. Commissioner Brown said we should be at 66.66% at this point in the year.

GRACE UNITED METHODIST CHRISTMAS BAZAAR: The Committee received a letter dated August 11, 2016 from Grace United Methodist Church requesting a waiver of permit fees to advertise their Christmas Bazaar to be held November 19, 2016. Commissioner Van de Castle asked if they need permission from property owners to place signs in yards. Manger Rodgers said they do need permission and they are required to stay out of the clear sight triangle. The Committee recommended approving the request.

2017 MMO: Manager Rodgers reported that the Minimum Municipal Obligations (MMO) for 2017 have been prepared and need to be adopted by the end of September. Changes can be made, if necessary, and a revised MMO adopted no later than December 31<sup>st</sup>. The non-uniform MMO, consisting of thirty-five employees, is \$185,918.15. This includes all AFSCME employees and most of the management employees. The firefighter MMO, consisting of fifteen employees, is \$186,622.17. This is slightly higher than the last several years due to improved benefits received as a result of the last contract. The police MMO, consisting of twenty employees, is \$611,863.61. This is slightly down because there are two officers participating in the drop and other employees who resigned were not vested or not able to collect retirement benefits because of age or service requirements. Both police and fire make contributions toward their pension plans and the MMO is prepared with those contributions included. Commissioner Heilman asked if the entire amount comes from the Township. Manager Rodgers said we receive an allotment from the state that covers a little less than half. Commissioner Heilman asked if the police are making the

maximum contribution and Manager Rodgers said they are contributing the maximum of 5%.

LIQUOR LICENSE TRANSFER: Commissioner Brown reported that the Penn Township Board of Commissioners will conduct a public hearing at 7:00 P.M. on September 19, 2016 for the purpose of receiving comments on the proposed restaurant liquor license transfer of Burrod Incorporated trade name Atlands Ranch from Paradise Township, York County to YCS061921, LLC trade name Rutter's, 1009 York Street, Township of Penn, York County. The hearing will be held at the municipal building.

OTHER MATTERS:           None

The meeting was adjourned at 7:20 P.M.

Respectfully submitted,

Angela M. Hallett  
Township Secretary