

MINUTES  
FINANCE COMMITTEE  
SEPTEMBER 4, 2018

The Penn Township Finance Committee convened on Tuesday, September 4, 2018 at 7:44 p.m. following the Public Safety Committee meeting. Present were Vice-Chairman Brown and Commissioners Heiland, Klunk, and Van de Castle. Also present were Township Manager Rodgers, Acting Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, Zoning Officer Smith, WWTP Superintendent Mahone, and Township Secretary Hallett. Commissioner Felix was absent with notice. The following items were discussed:

ANNOUNCEMENTS: None.

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

CITIZEN'S COMMENTS: None.

2018 REVENUE AND EXPENSE REPORT: The year to date revenue is 87.15% of what is budgeted and the expenses are 52.23%. At this point in the year we should be at 66.66%. Manager Rodgers pointed out that there will be large expenditures in late September or early October for pension.

2019 MMO'S AND MILITARY BUYBACK: Manager Rodgers reported on the minimum municipal obligations (MMOs) for the three pension plans. The 2019 MMO for the Police plan is \$691,062.92, the MMO for the fire plan is \$201,061.62, and the MMO for the Non-Uniform plan is \$187,904.41. Manager Rodgers explained these have to be adopted by the end of September but can be revised and readopted no later than December 31, 2018. There is no contract for the firefighters right now so any agreement or arbitration award would change the MMO. The Committee recommended approving the three MMO's.

Manager Rodgers reported that three police officers inquired about buying back military time. She was able to provide the officers with an estimate of the cost and one is still interested in buying back three years, possibly five. The cost to have the amount calculated by our actuary is \$125. After discussion the Committee recommended having the buyback amount calculated. Manager Rodgers explained that the buyback allows them to buy years of military service towards their retirement.

GRACE UNITED METHODIST CHURCH CHRISTMAS BAZAAR: The Committee received a letter dated August 7, 2018 from Grace United Methodist Church requesting a waiver of fees to advertise their Christmas Bazaar, scheduled for November 17, 2018. The Committee recommended approving the request.

SAINT JOSEPH PARISH YARD SALE REQUEST: The Committee received a letter dated June 12, 2018 from Saint Joseph Parish requesting a waiver of all the fees for the

annual yard sale. Manager Rodgers explained that the request hasn't been presented to the Board before now because we just received the check. The Committee recommended approving the request.

2019 BUDGET: Manager Rodgers reported she is working on the 2019 budget. The Committee would like the Department Heads to present their budgets at the October Committee meetings. Manager Rodgers reminded the Board that the firefighters don't have a contract and haven't received a raise this year. This could be a large budget item in 2019.

The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Angela M. Hallett  
Township Secretary