

MINUTES
FINANCE COMMITTEE
DECEMBER 4, 2018

The Penn Township Finance Committee convened on December 4, 2018 at 7:00 p.m. Present were Commissioners Klunk, Brown, Heiland, and Van de Castle. Also present were Township Manager Rodgers, WWTP Superintendent Mahone, and Township Secretary McMaster. Commissioner Felix was absent with notice. The following items were discussed:

ANNOUNCEMENTS: An executive session to discuss personnel will be held after the Health & Sanitation committee meeting this evening. An executive session was held following the Public Works meeting on December 3, 2018.

APPROVAL OF THE MINUTES: The minutes of the November 6, 2018 Finance Committee meeting were approved as submitted. The minutes of the October 28, 2018 for the Commissioners were approved as well with the comments on the spelling of grapple.

CITIZEN'S COMMENTS: None.

2018 REVENUE AND EXPENSE REPORT: Manager Rodgers reported that the revenue and expense report for 2018 is up to date.

SOUTH WESTERN SCHOOL DISTRICT WAIVER: The Committee received a request dated November 15, 2018 from South Western School District Maintenance and Operations requesting a waiver of land development plan fees. There was mixed feelings between the commissioners, and Manager Rodgers will be checking into other similar requests for waivers.

THIRD PARTY INSPECTION: Manager Rodgers stated that they had two proposals for third party inspection reviews from Land & Sea Services LLC and Commonwealth. She is still waiting on a response from MDIA.

2019 BUDGET-ORDINANCES AND RESOLUTIONS: Manager Rodgers forwarded copies of the ordinance of the budget, the tax rate, and the meeting dates for next year. The meeting dates and the tax rates are the same, and the budget is based on the budget she forwarded in the afternoon. Manager Rodgers would like to go through it again just to make sure of the large payroll that just went through. Commissioner Klunk brought up a discussion in regards to the wording where contingency is in the sewer budget. He suggests possibly this could be changed to say expense reserve. The Commissioners agreed to get some advice from Attorney Mullen on this topic.

OTHER MATTERS: None.

The meeting was adjourned at 7:09 p.m.

Respectfully submitted,

Courtney L. McMaster
Recording Secretary