

MINUTES  
FINANCE COMMITTEE  
FEBRUARY 7, 2023

The Penn Township Finance Committee convened on Tuesday, February 7, 2023, at 7:00 p.m. Present were Chairman Allison, Commissioners Brown, Elksnis and Heiland. Also present were Township Manager Rodgers, WWTP Superintendent Lank and Township Secretary Sweeney. Commissioner Berlingo was present via cellphone. The following items were discussed:

ANNOUNCEMENTS: Commissioner Heiland announced there was an executive session held following the February 6, 2023, Public Works Committee meeting to discuss personnel issues. Commissioner Heiland announced that an executive session will be held this evening following the Health and Sanitation Committee Meeting to discuss personnel issues.

APPROVAL OF THE MINUTES: The minutes of the January 3, 2023, Finance Committee Meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

2023 REVENUE AND EXPENSE REPORT: Manager Rodgers presented the revenue and expense report through January 31, 2023. The year-to-date revenue is 4.28% of what is budgeted, and expenses are at 5.91%. Manager Rodgers expressed concern that revenue is down. She reported that there is a decrease in the Local Service Tax, Reality Tax, Wage Tax, and the Comcast Franchise Fee.

CONSIDER RESOLUTION TO REDUCE THE FIREMAN'S PENSION CONTRIBUTION FOR 2023: Manager Rodgers presented a resolution reducing the Fireman's Pension contribution for the year 2023. She reported that this is a result of the Firefighter's contract. The auditors will need a resolution each year when there is a change in the pension contributions. The committee recommended adopting the resolution.

HANOVER LAND SERVICES WAIVER REQUEST: The Committee received a request dated January 31, 2023, from Hanover Land Services for a waiver of the Subdivision and Land Development fees for South Western School District. Manager Rodgers reported they are requesting the fees be applied to the acreage involved with the project rather than the entire property. She stated the letter was submitted incorrectly using the residential fee instead of the commercial fee. The Committee had no issues with the request if the commercial fee is assessed and requested Manager Rodgers contact Hanover Land Services to have the request resubmitted with the commercial fee.

OTHER MATTERS: Manager Rodgers reported that she has started the resolution for the disposition of municipal records.

Commissioner Brown requested a meeting be scheduled to discuss the American Rescue Funds. The Committee agreed to schedule the meeting for March 7, 2023, at 6:00 p.m. Manager Rodgers will advertise the meeting.

CITIZEN'S QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:  
There were none.

The meeting was adjourned at 7:08 p.m.

Respectfully submitted,

Donna M. Sweeney,  
Township Secretary