

MINUTES
FINANCE COMMITTEE
MAY 2, 2023

The Penn Township Finance Committee convened on Tuesday, May 2, 2023, at 7:00 p.m. Present were Chairman Allison, Commissioners Berlingo, Brown, Elksnis and Heiland. Also present were Township Manager Rodgers, WWTP Superintendent Lank and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Commissioner Allison announced there was an executive session held following the May 1, 2023, Public Works Committee meeting to discuss personnel issues. He also announced that there will be an executive session this evening following the Health and Sanitation Committee meeting to discuss personnel matters.

APPROVAL OF THE MINUTES: The minutes of the April 4, 2023, Finance Committee Meeting were approved as submitted.

2023 REVENUE AND EXPENSE REPORT: Manager Rodgers presented the revenue and expense report through April 30, 2023. The year-to-date revenue is 32.48% of what is budgeted, and expenses are at 23.56%.

HANOVER LIONS CLUB WAIVER REQUEST: The Committee received a request dated April 3, 2023, from the Hanover Lions Club for a waiver to permit fees for their annual Chicken Barbeque that is to be held on Saturday, May 13, 2023. The Committee recommended approving the waiver.

FRIENDS OF CODORUS STATE PARK WAIVER REQUEST: The Committee received a request for a waiver to sign permit fees for their Experience Codorus Outdoors event to be held on June 9, and June 10, 2023. The Committee recommended approval of the waiver.

CONSIDER ORDINANCE FOR LICENSURE AND REGISTRATION FOR ENGAGEMENT OF BUSINESS OR WORK OF PLUMBING: Manager Rodgers presented the ordinance for plumbing with the addition of a penalty for violation. The Committee recommended adopting the ordinance.

CONSIDER AMENDING ORDINANCE 257, REGULATING YARD SALES: Manager Rodgers presented the revised ordinance for yard sales. The revision included the addition of a day, making the permit for three consecutive days as well as the inclusion of Sundays. Commissioners Elksnis and Heiland expressed concern of including Sundays. The Committee agreed to revisit the ordinance next month.

CONSIDER RESOLUTION TO DISPOSE OF MUNICIPAL RECORDS: Manager Rodgers reported she is working on a resolution for the disposal of municipal records. The Committee recommended adopting the resolution.

CONSIDER A COMMUNITY MAP: Commissioner Brown asked the Committee to consider a community map. This would be at no cost to the Township. The company would provide 5,000 glossy paper maps and would solicit advertisers. The Township would need to provide area business contacts. Manager Rodgers reported this was last done in 2009. The Committee recommended approving the request.

CONSIDER REQUEST FOR PROPOSAL FOR AUDITING SERVICES: Manager Rodgers presented the request for proposal for auditing services for the years 2023, 2024 and 2025. The Committee recommended approving the request.

FRANCHISE AGREEMENT WITH SHENANDOAH CABLE TELEVISION, LLC.: Manager Rodgers reported she had been informed that a neighboring municipality is having issues with no restoration after installation for three years. The Committee recommended conferring with the solicitor on how to avoid/address any such issues.

OTHER MATTERS: None.

CITIZEN'S QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS: Mr. Jack Corriere, 114 Oak Hill Drive, and Mr. William Bowman, 123 Oak Hill Drive had questions about the plumbing ordinance. The Committee addressed their concerns.

The meeting was adjourned at 7:24 p.m.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary