

MINUTES  
FINANCE COMMITTEE  
JUNE 6, 2023

The Penn Township Finance Committee convened on Tuesday, June 6, 2023, at 7:00 p.m. Present were Commissioner Heiland, Brown, and Elksnis. Also present were Township Manager Rodgers, WWTP Superintendent Lank and Township Secretary Sweeney. Chairman Allison and Vice-Chairman Berlingo were absent with notice. The following items were discussed:

ANNOUNCEMENTS: Commissioner Heiland announced there was an executive session held following the June 5, 2023, Public Works Committee meeting to discuss personnel issues. He also announced that the July committee meetings for Public Safety, Public Works, Finance and Health and Sanitation will be held on Monday, July 3, 2023, at 6 p.m.

APPROVAL OF THE MINUTES: The minutes of the May 2, 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 May 31, 2023. The year-to-date revenue is 65.50% of what is budgeted, and expenses are at 28.04%. She reported that real estate tax revenue is down compared to last year. The budget is on track with income a little low.

YORK ROAD INVESTMENTS, LLC. WAIVER REQUEST: The Committee received a request dated May 17, 2023, from Barley Snyder on behalf of York Road Investments, LLC, requesting a waiver/refund of the Subdivision and Land Development fee increase of 2023. Manager Rodgers reported the plan was delayed due to the denial of a waiver request for a preliminary/final plan submission. The preliminary was submitted in 2022 and held up because of the NPDES permit. The final plan was not submitted until this year after the fee was increased. The other option is to charge the site acreage that was disturbed rather than the entire parcel. The Committee requested the waiver request be placed on the agenda for the Board of Commissioners meeting in June.

CONSIDER AMENDING ORDINANCE 257, REGULATING YARD SALES: Manager Rodgers presented the revised ordinance for yard sales. The revision included making the permit for three consecutive days and keeping the rule of no yard sales are to be held on a Sunday. The Committee agreed to revisit the ordinance next month.

FRANCHISE AGREEMENT WITH SHENANDOAH CABLE TELEVISION, LLC.: The Committee agreed to revisit the ordinance next month.

2024 BUDGET MEMO: Manager Rodgers presented a memo outlining the schedule for the 2024 budget, with the first reading schedule for November 20, 2023, proposed date available to the public on November 21, 2023. Adoption of the final budget is scheduled

for December 18, 2023. She reminded the Committee that if taxes are raised the dates may change due to the requirements to advertise.

OTHER MATTERS: None.

CITIZEN'S QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

Ms. Cindy Staley, 865 Hershey Heights Road, had questions regarding the July Committee meeting date and time. Mr. Wayne Singer, 896 Hershey Heights Road, had questions regarding yard sales. The Committee addressed their concerns.

The meeting was adjourned at 7:16 p.m.

Respectfully submitted,

Donna M. Sweeney,  
Township Secretary