

MINUTES
FINANCE COMMITTEE
AUGUST 5, 2024

The Penn Township Finance Committee convened on Monday, August 5, 2024, at 6:37 p.m. following the Public Works Committee Meeting. Present were Chairman Brown, Commissioners Baile, Berlingo, Elksnis and Heiland. Also present were Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, Zoning Officer Smith, WWTP Superintendent Lank and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the July 2, 2024, Finance Committee Meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

2024 REVENUE AND EXPENSE REPORT: Chairman Brown presented the revenue and expense reports through July 31, 2024. The year-to-date revenue is 55.15% of the budgeted amount, while expenses are at 39.72%.

SAINT JOSEPH PARISH WAIVER REQUEST: The Committee received a request dated July 11, 2024, from Saint Joseph Parish seeking a waiver of permit fees for their Annual Summer Yard Sale, which took place on July 20, 2024. The Committee recommended approving the request but emphasized that, as this is an annual event, such requests should be submitted at least 45 days in advance to ensure approval prior to the event.

EXCHANGE CLUB OF HANOVER WAIVER REQUEST: The Committee received a request dated July 26, 2024, from the Exchange Club of Hanover for a waiver of permit fees for their Annual Chili Cook Off to be held on Sunday, September 1, 2024. The Committee recommended approving the request.

OTHER MATTERS: Commissioner Brown reported Commissioner Heiland is currently working on transferring the budget numbers and setting things up. We will soon need to schedule dates to discuss and finalize the budget. The process is approaching faster than anticipated, and the department should be prepared. The primary deadline for presenting the budgets is in September, so please be ready to make your presentations.

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

The meeting was adjourned at 6:41 p.m.
Respectfully submitted,
Donna M. Sweeney,
Township Secretary