

MINUTES
FINANCE COMMITTEE
OCTOBER 1, 2024

The Penn Township Finance Committee convened on Tuesday, October 1, 2024, at 6:51 p.m. Present were Chairman Brown, Commissioners Baile, Berlingo, Elksnis and Heiland. Also present were WWTP Superintendent Lank, and Township Manager Sweeney. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the September 3, 2024, Finance Committee Meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

GUTHRIE MEMORIAL LIBRARY PRESENTATION: Ms. Elizabeth Baldwin, Library Director, attended the meeting to address the committee. She gave a presentation on the library's programs and emphasized the importance of support from the surrounding municipalities. Ms. Baldwin also expressed her gratitude to the committee for their annual fair share contribution.

2024 REVENUE AND EXPENSE REPORT: Chairman Brown presented the revenue and expense report through September 30, 2024. The year-to-date revenue is 66.71% of what is budgeted, and expenses are at 50.49%.

2025 BUDGET: Commissioner Heiland reported the only area that might need a bit more attention is the administrative budget, as we've had some changes. He will sit down with staff here, especially Manager Sweeney, to review it and ensure we have accurate figures, since it's a significant portion of the budget.

NON-UNIFORM PENSION PLAN: Manager Sweeney reported that it was brought to her attention that there's an issue with the vesting terms in our current non-uniform plan. The contract states that employees are fully vested after five years of service. However, the actual plan requires 2,000 hours of work within a calendar year for vesting to occur. There would be no cost to us to revise the plan to align with the contract language. She stated she is working with the pension consultant and the solicitor to update the plan and ordinance.

OTHER MATTERS: There were none.

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

The meeting was adjourned at 7:15 p.m.
Respectfully submitted,
Donna M. Sweeney, Township Manager