

MINUTES
FINANCE COMMITTEE
November 5, 2024

The Penn Township Finance Committee convened on Tuesday, November 5, 2024, at 7:00 p.m. Present were Chairman Brown, Commissioners Baile, Fanelli, Elksnis and Heiland. Also present were WWTP Superintendent Lank, Assistant WWTP Superintendent Kline, Township Manager Sweeney, and Assistant Township Manager Klinefelter. The following items were discussed:

ANNOUNCEMENTS: Commissioner Brown announced there was an executive session held on Monday, November 4, 2024, following the Public Works Committee meeting to discuss personnel matters. There will be a finance meeting held on Wednesday, November 13, 2024, beginning at 6:00pm to discuss the 2025 Budget. There will be an executive session this evening following the Health & Sanitation Committee Meeting to discuss personnel matters.

APPROVAL OF THE MINUTES: The minutes of the October 1, 2024, Finance Committee Meeting and the October 29, 2024, Finance Budget Meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

SAINT JOSEPH PARISH WAIVER REQUEST: The committee received a request on September 30, 2024 from Saint Joseph Parish seeking a waiver of permit fees for their annual holiday bazaar that will be held Saturday, November 9, 2024. The Committee recommended approving the request.

ANTHONY'S WAY FOUNDATION WAIVER REQUEST: The committee received a request on October 3, 2024, from Anthony's Way Foundation for a waiver of 2023 and 2024 Penn Township Taxes. Gina DeMaria representing the Foundation discussed the tax exemption they received from the County, but Penn Township did not receive the exemption. Commissioner Brown said they will take it under advisement and will vote on it at the Commissioners meeting on Monday, November 18th, 2024.

2024 REVENUE AND EXPENSE REPORT: Chairman Brown presented the revenue and expense report through October 31, 2024. The year-to-date revenue is 69.49% of what is budgeted, and expenses are at 60.09%.

2025 BUDGET: Commissioner Heiland discussed the 2025 budget and said they are still working on final numbers for items like insurance, phones, etc. There are no large capital expenses in the budget.

OTHER MATTERS: Tara Kauffman from Guthrie Memorial Library said the library received the Townships donation. Tara explained the Turning Pages recognition program. Each major gifts donor will be prominently recognized in Guthrie Memorial Library with a book cover that

includes the donor's name and/or logo. The book will be on display in the library for the year. During the meeting Tara Kauffman took a picture of Chairman Brown and Commissioner Elksnis with the book to display. Tara announced Elizabeth Baldwin has taken a position with the York County Library System. Matt Perkins has joined the Guthrie Memorial Library to replace Elizabeth and has 29 years of library experience.

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

The meeting was adjourned at 7:15 p.m.

Respectfully submitted,

Laura Klinefelter
Township Secretary