

MINUTES  
FINANCE COMMITTEE  
December 3, 2024

The Penn Township Finance Committee convened on Tuesday, December 3, 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, December 2, 2024, following the Public Works Committee meeting to discuss personnel matters. 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 November 5, 2024, Finance Committee Meeting and the October 29, 2024, Finance Budget Meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

2024 REVENUE AND EXPENSE REPORT: Chairman Brown presented the revenue and expense report through November 30, 2024. The year-to-date revenue is 74.39% of what is budgeted, and expenses are at 66.95%.

CONSIDER FEE AND WAGE RESOLUTIONS FOR 2025: The Committee reviewed the resolutions for the fees and wages for next year. There is no increase in the fee schedule for 2025. The Committee recommended to add to the Board agenda.

CONSIDER ORDINANCES FOR 2025 BUDGET, MEETING TIME AND TAX RATE: The Committee reviewed the draft ordinances for the budget, meeting times and tax rate for next year. The Committee recommended starting at 6:00pm for the months of August, September, and November when all four Committee meetings are held on the same evening. It was announced that there will be no increase in the tax rate for the 7<sup>th</sup> year in a row. The Committee recommended approving the ordinances and the Township Secretary will prepare for advertisement.

CONSIDER A RESOLUTION TO REDUCE THE FIREMAN'S PENSION CONTRIBUTION FOR 2025: Chairman Brown presented a resolution reducing the Fireman's Pension contribution for the year 2025. He reported that this is a result of the Firefighter's contract. The auditors will need a resolution each year when there is a change in the pension contribution. The Committee recommended adopting the resolution.

CONSIDER A REQUEST FOR A WAIVER OF PERMIT FEES: The Committee received a request on October 16, 2024, from the Knights of Columbus for a waiver of permit fees for an annual

holiday banner to be hung at 1454 Baltimore St. The Committee recommended adding it to the Board agenda.

OTHER MATTERS: There were none.

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

The meeting was adjourned at 7:06 p.m.

Respectfully submitted,

Laura Klinefelter  
Township Secretary