

**MINUTES
FINANCE COMMITTEE
MAY 5, 2026**

The Penn Township Finance Committee convened on Tuesday, May 5, 2026, at 7:00 pm. Present were Chairman Heiland, Commissioners Baile, Arnold, Elksnis, and Rice. Also present was WWTP Superintendent Lank, Township Manager Sweeney, and Assistant Township Manager Klinefelter. The following items were discussed:

ANNOUNCEMENTS: Chairman Heiland announced that an executive session was held on Monday, May 4, 2026, following the Public Works Committee meeting to discuss personnel matters. There will also be an executive session this evening following the Health and Sanitation Committee meeting to discuss personnel matters.

APPROVAL OF THE MINUTES: The minutes of the previous Finance Committee meeting were approved as written.

CITIZEN'S COMMENTS: Denise Dunn, 2552 Pleasant Hill Road, West Manheim Township, addressed the Committee regarding a request for funding for the Tennis for Kids program. Ms. Dunn explained that she and a coach from Southwest High School founded the program 25 years ago. The program operates as one of 22 sites in the Tennis for Kids network across York and Adams Counties, providing free tennis instruction to approximately 150 children each summer at the Southwest site, which runs Mondays, Wednesdays, and Thursdays from 9:00 to 11:00 am. Ms. Dunn reported that the Southwest School District has requested a court usage fee of \$250, reduced from an initial request of \$750, citing concerns over wear and tear and garbage. She noted that the Tennis for Kids organization cannot pay court fees as a matter of policy, having already closed three other sites in the region due to similar school district fee demands. Ms. Dunn requested that Penn Township contribute \$250 toward the fee. Committee members discussed the legal and policy considerations of directing taxpayer funds to a private organization, and the potential precedent it could set. It was agreed that individual committee members would consider making personal donations. The item was referred to the agenda for further discussion.

CONSIDER A REQUEST FROM THE HANOVER AREA JAYCEES: The Committee considered a request from the Hanover Area Jaycees for a waiver of permit fees for the Rock on the Hill event at the Pleasant Hill Fire Hall on June 6, 2026. This is a standard annual request that has been granted in previous years with no issues. The Committee agreed to place this item on the Board of Commissioners agenda for approval.

CONSIDER A REQUEST FROM ST. JOSEPH CATHOLIC CHURCH: The Committee considered a request dated April 16, 2026, from St. Joseph Catholic Church for a waiver of permit fees for their annual yard sale on June 13, 2026. This is a standard annual request that has been granted in previous years. The Committee expressed appreciation that requests are being received in advance of the events. The Committee agreed to place this item on the Board of Commissioners agenda for approval.

CONSIDER A REQUEST FROM THE FRIENDS OF CODORUS STATE PARK: The Committee considered a request dated April 8, 2026, from the Friends of Codorus State

Park for a waiver of permit fees for the Experience Codorus Outdoors signs. This is a recurring annual request. The Committee agreed to place this item on the Board of Commissioners agenda for approval.

CONSIDER A REQUEST FROM TENNIS FOR KIDS: The Committee considered a request dated April 28, 2026, from Tennis for Kids requesting funds for the tennis program at Southwest High School, as described during Citizen's Comments. Committee members discussed at length the legal question of whether township funds may be directed to a private organization, and the concern that approving such a request could set a precedent inviting similar requests from other community sports organizations. It was the consensus of the Committee that public funds could not be appropriately used for this purpose. However, individual committee members indicated a willingness to make personal donations totaling \$125, with West Manheim Township Commissioner Bowersox separately indicating a willingness to contribute \$125, potentially covering the full \$250 fee through personal contributions. Ms. Dunn was asked to coordinate with Township Manager Sweeney and to keep the Committee informed of further communications with her program director and the school district. This item will continue to the Board of Commissioners agenda for formal consideration.

2026 REVENUE AND EXPENSE REPORT: The Committee reviewed the 2026 Revenue and Expense Report. At this point in the year, the Township should be at approximately one-third of its budget. Overall, revenues are at 33.2%, which is on target. Real estate tax revenue has been received as expected. Local services tax revenues are slightly low, which is normal for this time of year. Expenses are slightly behind, attributed to highway and zoning/code departments beginning to ramp up for the building season. A question was raised regarding enabling tax line items appearing as zeros on the report. It was explained that these accounts—are no longer utilized but remain in the system and cannot currently be suppressed from the report. Staff indicated they would look into whether the report could be filtered to suppress accounts with zero balances in order to clean up the report.

OTHER MATTERS: There were none.

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

The meeting was adjourned at 7:23 pm.

Respectfully submitted,

Laura Klinefelter
Township Secretary