

MINUTES
FINANCE COMMITTEE
AUGUST 3, 2026

The Penn Township Finance Committee convened on Monday, August 3, 2026, at 7:19 pm. Present were Chairman Heiland, Commissioners Arnold, Baile, Elksnis, and Rice. Also present were Township Manager Sweeney, Police Lieutenant Shearer, Fire Chief Clousher, Township Engineer Bortner, WWTP Superintendent Lank, Zoning Officer LeFevre, Asst. to the Engineer Garrett, and Township Secretary Miller. The following items were discussed:

ANNOUNCEMENTS:

There were no announcements.

APPROVAL OF THE MINUTES:

The minutes of the previous Finance Committee Meeting were approved as written.

CITIZEN'S COMMENTS:

There were no citizen comments.

2026 REVENUE AND EXPENSE REPORT:

Commissioner Heiland presented the revenue and expense report through July 2026. The year-to-date general fund revenue was 56.90% of what was budgeted, and expenses were at 42.56%.

CONSIDER A REQUEST FROM THE EXCHANGE CLUB OF HANOVER:

The Committee reviewed a request dated July 27, 2026, from The Exchange Club of Hanover for a waiver of permit fees for the Annual Chili Cook-Off to be held Sunday, September 6, 2026. This request is received every year. The Committee gave a favorable recommendation; the request will be added to the Board of Commissioners' agenda.

CONSIDER A WAIVER OF A PERMIT FEE:

Manager Sweeney reported Senator Kristen Phillips Hill office has office hours at the Municipal Office every third Thursday of the month. For August, her office is requesting a Coffee and Conversation event and has requested to have a coffee cart on Thursday, August 20, 2026, from 9 am to 11 am. The coffee cart is On My Grind and is from out of town. There will be no sales, and further business within the Township. Typically, the fee for a permit for a mobile food truck is \$75. Manager Sweeney will reach out and ask for a formal written request for the permit fee waiver. The request will be added to the Board of Commissioners' agenda for consideration.

OTHER MATTERS:

There were no other matters to discuss.

CITIZEN'S QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

There were no citizen questions.

The meeting was adjourned at 7:23 pm.
Respectfully submitted,

Shannon M. Miller,
Township Secretary