

MINUTES  
FINANCE COMMITTEE  
FEBRUARY 6, 2024

The Penn Township Finance Committee convened on Tuesday, February 6, 2024, at 7 p.m. Present were Chairman Brown, Commissioners Baile, Berlingo, Elksnis and Heiland. Also present were Township Manager Ledley, WWTP Superintendent Lank, and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Commissioner Brown announced that there was an executive session held on February 5, 2024, following the Public Works Committee meeting to discuss personnel matters. Commissioner Heiland announced that there will be an executive session held this evening following the Health & Sanitation Committee meeting to discuss personnel matters.

APPROVAL OF THE MINUTES: The minutes of the January 2, 2024, Finance Committee Meetings were approved as submitted.

CITIZEN'S COMMENTS: There were none.

2024 REVENUE AND EXPENSE REPORT: Chairman Brown reported that the Committee received the December 2023 Revenue and Expense report. He stated that January's report could not be comprised due to technical difficulties and will be forwarded as soon as completed.

AMERICAN RESCUE FUNDS: An updated expenditure report was submitted to the Committee members. Chairman Brown reported that \$1,045,915.91 has been spent to date. Commissioner Heiland stated that we have \$694,000 that must be allocated by the end of the year, by purchase order or via contract. Items purchased to date include Township sign, Sewer Transit Van, Asphalt Paver, Playground Equipment, Restoration work on the Young's Woods Playground, Police Radios, Omni Site equipment, Forklift, Police Chief vehicle, Security video system for the Municipal/Police/Public Works and WWTP buildings, Municipal Office painting, flooring, and Police Department Women's locker room upgrade. Items still for consideration include. Municipal financial software upgrade, website, safety glass for municipal office, summing hood filter, sewer truck & bins, sidewalks along Community Park, walking path at Community Park, and Brush Chipper.

EXCHANGE CLUB BUILDERS HOME & GARDEN SHOW WAIVER REQUEST: The Committee received a request dated January 23, 2024, from the Exchange Club of Hanover for a waiver of permit fees for their annual Builders Home and Garden Show to be held March 8<sup>th</sup> & 9<sup>th</sup>, 2024. The Committee had no objections as the request is the same as in years past and requested to be added to the Board of Commissioners' agenda.

EXCHANGE CLUB EVENING OF COMEDY & MAGIC WAIVER REQUEST: The Committee received a request dated January 23, 2024, from the Exchange Club of Hanover for a waiver of permit fees for their evening of Comedy and Magic to be held April 26, 2024. Commissioners had no

objections as the request is the same as years past and requested to be added to the Board of Commissioners' agenda.

OTHER MATTERS: Manager Ledley stated that work is currently being done for a resolution outlining a policy for the destruction of audio and/or video recording of public meetings used in the aid of meeting minutes.

CITIZEN'S QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS: Mr. Bill Bowman, residing at 123 Oak Hill Drive, conveyed a message on behalf of Jack Corriere. He urged the committee to contemplate utilizing American Rescue Funds to alleviate the financial strain on residents concerning the installation of public sewer in the Oak Hill/Hershey Heights area.

The meeting was adjourned at 7:23 p.m.

Respectfully submitted,

Donna M. Sweeney,  
Township Secretary