

MINUTES
FINANCE COMMITTEE
NOVEMBER 3, 2020

The Penn Township Finance Committee convened on Tuesday, November 3, 2020 at 7:00 p.m. via an online meeting. Present were Chairman Cromer, Commissioners Brown, Elksnis, Heiland and Van de Castle. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Commissioner Heiland read a summary of the Online Public Meeting Guidelines.

APPROVAL OF THE MINUTES: The minutes of the October 6, 2020 Finance Committee meeting and the October 21, 2020 Finance Budget meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

2020 REVENUE AND EXPENSE REPORT: Manager Rodgers presented the revenue and expense report through October 31, 2020. The year to date revenue is at 95.16% of what is budgeted and expenses are at 66.65%.

HANOVER WEST MANHEIM LIONS CLUB: The Committee received a request dated October 5, 2020, from the Hanover West Manheim Township Lions Club for the waiver of sign permit fees for their Christmas tree fundraiser. Manager Rodgers reported she received notice that the event has been cancelled, and the check will be returned.

RESOLUTION APPOINTING AUDITOR AND SETTING RATE OF COMPENSATION FOR 2020: Manager Rodgers submitted a resolution appointing Smith Elliott Kearns & Company, LLC as Township Auditor and setting the compensation for services rendered. The committee recommended approving the resolution.

2021 BUDGET: Chairman Cromer asked Manager Rodgers the status of the phone system. Manager Rodgers stated the phone system was taken out of the budget for this year. After some discussion the committee agreed to keep the phone system out of the budget for 2021.

Manager Rodgers reported that the Highmark Insurance has increased 32%. She is going to research quotes from other insurance companies.

OTHER MATTERS: None.

The meeting was adjourned at 7:12 p.m.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary