

MINUTES
FINANCE COMMITTEE
NOVEMBER 2, 2021

The Penn Township Finance Committee convened on Tuesday, November 2, 2021, at 7:00 p.m. Present were Chairman Cromer, Commissioners Black, Brown, Elksnis, and Heiland. Also present were Township Manager Rodgers, WWTP Superintendent Mahone, and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Chairman Cromer announced there was an executive session held November 1, 2021, following the Public Works Committee meeting.

APPROVAL OF THE MINUTES: The minutes of the October 5, 2021, Finance Committee Meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

2021 REVENUE AND EXPENSE REPORT: Manager Rodgers presented the revenue and expense report through October 31, 2021. The year to date revenue, which includes the American Rescue Plan deposit, is at 109.97% of what is budgeted and expenses are at 65.17%.

ST. JOSEPH PARISH WAIVER REQUEST: The Committee received a request dated October 11, 2021, from Saint Joseph Parish requesting a waiver to the permit fees for their Christmas Bazaar fundraiser. The Committee recommended approving the request.

KNIGHTS OF COLUMBUS WAIVER REQUEST: The Committee received a request dated October 19, 2021, from The Knights of Columbus, requesting a waiver to the sign permit fees to erect a banner on Baltimore Street. The Committee recommended approving the request.

RESOLUTION APPOINTING AUDITOR AND SETTING RATE OF COMPENSATION FOR 2021: Manager Rodgers submitted a resolution appointing Smith Elliot Kearns & Company, LLC., as Township Auditor and setting the compensation for services rendered. The Committee recommended approving the resolution.

CONSIDER PARTICIPATING IN THE LOW-INCOME HOUSEHOLD WATER ASSISTANCE PROGRAM: Manager Rodgers reported she received information from the Commonwealth of Pennsylvania, grantee for the federally funded Low-Income Household Water Assistance Program. This is a new water assistance program to help low-income residential households with up to \$2,500, who have an arrearage with their community drinking water or wastewater services due to financial hardships caused by COVID 19. The Department of Human Services County Assistance Offices will review the applications submitted by the resident. The Committee recommended to participate in the program.

2022 BUDGET: Chairman Cromer reported there will be a Finance Committee meeting held on November 9, 2021, at 6:30 p.m., in the Community Room, and on November 23, 2021, at 6:30 p.m. to discuss the budget in detail. Manager Rodgers asked the Committee if the department heads are to attend, it was decided their attendance is not required.

OTHER MATTERS: Manager Rodgers reported the Wendy's on Baltimore Street declared bankruptcy last year. At that time there was approximately \$880.00 unpaid balance. We have been paid for the sewer service from the time of the end of the bankruptcy to current. Manager Rodgers asked the Committee for approval to write the balance covered under the bankruptcy off. The Committee recommended to write the balance off.

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

Respectfully submitted,

Donna M. Sweeney,
Township Secretary