

MINUTES
FINANCE COMMITTEE
NOVEMBER 9, 2021

The Penn Township Finance Committee convened on Tuesday, November 9, 2021 at 6:30 p.m. Present were Chairman Cromer, Commissioners Brown, Heiland, Elksnis and Black along with Township Manager Rodgers. The following items were discussed:

ANNOUNCEMENTS: None.

CITIZEN'S COMMENTS: None.

2021 BUDGET REVIEW: Commissioner Cromer began with the review of the 2022 revenue. Manager Rodgers noted that the final assessed value would be available once approved by the York County Commissioners. The projected revenue shows a slight increase over last year with no proposed tax increase. Revenues are slightly higher than what was budgeted in 2021. There was some concern about the reduction and cash carry over. Manager Rodgers explained that could increase before the end of the year based on revenues and expenses. She has it reduced some from the actual difference in anticipation of forecasts not being correct. There was some discussion about the Fire Inspections. Manager Rodgers explained that inspections were started but were stopped again when Covid started to become prevalent in late summer and early fall.

The Committee next reviewed the expenses. It was noted that there are no Management wage increases included in this budget. The health insurance increases have been assumed at twenty percent. We have not received them yet. The Committee recommended leaving in the phone system for all three buildings since the Municipal building is twenty years old and the one at the Public Works/WWTP is fifteen years old.

The Committee next reviewed the police department budget. The budget reflects two new patrol officers in the wages. Their benefits are not included. The Committee after much discussion reduced it to one new patrol officer. The Committee removed the intersection camera system for York and Center. In 2021 the intersection signal was taken out by a hit a run driver. The cost was about \$23,000 to replace. They reduced the range maintenance to \$1000. They removed the detective's vehicle from the budget.

The Committee then reviewed the Fire protection budget. The budget reflects the Township budget as well as the contribution to the Fire Commission. There was some concern on the amount that is budgeted for the Administrative Assistant's pension. The Manager will check with the Chief. The Commission contribution is listed under General Expense. The contribution for 2022 is \$750,388. There is some concern about how the funds will be handled when the Chief and the Administrative Assistant are moved to the Commission. When this happens, the Township will have double the current expense since the Township reimburses the Borough a year behind.

The Committee next reviewed the protective inspection and zoning budget. This budget shows a slight decrease over previous year.

The Committee next reviewed the Solid Waste budget. The Budget includes two part time people for the entire year. It also includes the bidding of one year of trash bags. There are currently about a year supply of trash bags on hand.

The Committee then reviewed the Public Works department budget. There was concern about the Engineering Service fees. The Manager will review with the Engineer.

The Committee reviewed the Storm Water budget. The budget reflects the engineer we are using for these services. The Committee reviewed the project list. We will review the Karen Lane project since the Manager was anticipating the final payment request.

The Committee reviewed the tools and machinery budget.

The Committee reviewed the reconstruction and overlay project. The Park Heights project is included for next year. The guide rail project has carryover included in it for 2022 for the projects we did not complete in 2021.

The Committee then reviewed the recreation budget. The replacement of the creative playground is not included in the budget. The Committee recommended moving forward with the award of the creative playground replacement.

The Committee reduced the Library contribution to \$50,000, which is the same number that was contributed in 2021.

The Committee next reviewed the Highway Aid budget. The budget is balance.

The Committee next reviewed the sewer budget. It was noted that sewer revenues have reached 4.9 million dollars and next year are anticipated to be at 5.2 million dollars. The budget is balanced with the Oak Hill Sewer project. The funds for that project will be taken from the reserve account.

The Committee also reviewed the fee resolution but made no changes.

OTHER MATTERS: None.

The meeting was adjourned at 8:26 p.m.

Respectfully submitted,
Kristina J. Rodgers
Township Manager