

MINUTES  
FINANCE COMMITTEE  
Budget Meeting  
OCTOBER 17, 2023

The Penn Township Finance Committee convened on Tuesday, October 17, 2023 at 6 p.m. Present were Chairman Black, Commissioners Berlingo, Brown, Elksnis, and Heiland along with Township Manager Ledley. The following items were discussed:

ANNOUNCEMENTS: A Finance Budget meeting is scheduled for Wednesday, October 25, 2023.

CITIZEN'S COMMENTS: None.

COVID ARP FUNDS: Commissioner Heiland gave an update on ARPA funds. The amount available for future projects is \$662,850.91. It was suggested that the Committee should consider ARPA funding for some of the projects in the proposed 2024 budget.

2024 BUDGET REVIEW: The Committee began reviewing the 2024 budget. Commissioner Heiland began by discussing the proposed General Budget and the difference between the revenue of \$27,217,618 and the expenses of \$31,688,422. Commissioner Heiland proceeded to present each departmental budget by each line item and answered questions as needed. One of the larger expense increases for 2024 is Health Benefits and Insurance which increase by almost 17%. The Committee discussed expenses that should be considered for removal. It was decided that the \$60,000 cost for a Municipal Building Security System for the Public Works, Sewer, and Administrative/Police buildings should be removed from the budget and purchased with ARPA Funding along with the Police Department request for a Fuming Hood Filter and the security glass installation for the front of the Administrative Offices. The Committee requested that these projects be completed and invoiced by the end of year. Manager Ledley was asked to obtain more quotes for security glass at the front desk of the administrative offices and determine if that project could also be completed in two months.

The Committee also requested more information about the actual cost of adding two fire fighters and one police officer.

FEE RESOLUTION: The Committee briefly considered raising dog pound fees to cover increased costs, but a decision was not made.

OTHER MATTERS: None

The meeting was adjourned at 8:18 p.m.

Respectfully submitted,  
Tammi Ledley  
Township Manager