

MINUTES
FINANCE COMMITTEE
October 7, 2025

The Penn Township Finance Committee convened on Tuesday, October 7, 2025, at 6:18pm. Present were Chairman Arnold, Commissioners Baile, Fanelli, Heiland, and Elksnis via phone. Also present were Township Engineer Bortner, WWTP Superintendent Lank, WWTP Assistant Superintendent Kline, Police Chief Merwede, Township Manager Sweeney, and Assistant Township Manager Klinefelter. The following items were discussed:

ANNOUNCEMENTS: There was an executive session held on Monday, October 6, 2025, following the Public Works Committee Meeting to discuss personnel matters. There will be an executive session this evening following the Health & Sanitation Committee meeting to discuss personnel matters. On Tuesday, October 21st, there is a Finance Committee Budget Meeting, beginning at 6:00pm.

APPROVAL OF THE MINUTES: The minutes of the September 2, 2025, Finance Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

ENTERPRISE FLEET MANAGEMENT- DALTON HAYMAKER EFM: Dalton Haymaker and Alex Wertz gave a presentation on the Enterprise Fleet Management Program. This is a program that the Township can “lease” vehicles and rotate them out at a shorter period to build equity into the vehicles and potentially save money on the next vehicle. The vehicles can also have a maintenance package that includes oil changes and brakes/tires. Alex would be the account manager and will guide the Township with the purchases. The Township can adjust when they put a vehicle into the fleet and when they sell it. Enterprise can also install aftermarket accessories as needed for the vehicles. If there was an accident it will still go through the Townships insurance like it does currently. There was a conversation regarding the breakdown of the monthly payment per vehicle and what creates that monthly amount and the total overall cost of the vehicles. Enterprise uses the straight-line depreciation method which helps build equity into the vehicle faster. Enterprise has to hold the titles for at least 12 months for vehicles. The Township can still use most vehicle repair shops that are currently being used through the Enterprise program. The program has a portal/app that will keep track of all maintenance and miles for each vehicle.

2025 REVENUE AND EXPENSE REPORT: Commissioner Arnold presented the revenue and expense report through September 2025. The year-to-date revenue was 68.73% of what was budgeted, and expenses were at 52.27%.

2026 BUDGET: Manager Sweeney reviewed the admin side of the budget. IT services will be increased. The bond for the tax collector has also increased. Manager Sweeney is working on itemizing the budget to show the Commissioners all the leases/contracts in more detail.

2026 AMENDED POLICE AND FIRE MINIMUM MUNICIPAL OBLIGATIONS: Manager Sweeney said the amortization amounts were missed on the MMOs that were adopted last month.

WAIVER REQUEST: The committee considered a request dated September 17, 2025, from St. Joseph Catholic Church for a waiver of permit fees for their annual Holiday Bazaar to be held on Saturday, November 8, 2025.

OTHER MATTERS: There were none.

CITIZEN'S QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

The meeting was adjourned at 8:24pm.

Respectfully submitted,

Laura Klinefelter
Township Secretary