

**MINUTES
FINANCE COMMITTEE
JUNE 2, 2026**

The Penn Township Finance Committee convened on Tuesday, June 2, 2026, at 7:00 pm. Present were Chairman Heiland, Commissioners Arnold, Baile, Elksnis, and Rice. Also present were WWTP Superintendent Lank, and Township Manager Sweeney. The following items were discussed:

ANNOUNCEMENTS: Chairman Heiland announced that an executive session was held on Monday, June 1, 2026, following the Public Works Committee meeting to discuss personnel matters. There will also be an executive session this evening following the Health and Sanitation Committee meeting to discuss personnel matters.

APPROVAL OF THE MINUTES: The minutes of the previous Finance Committee Meeting were approved as written.

CITIZEN'S COMMENTS: There were none.

REALLOCATION OF FUNDS: The Committee considered a resolution authorizing the reallocation of funds to Budget line item 001.410.700 for the replacement of the Police Chief's desk. The desk had originally been ordered under the 2025 Budget; however, the item was lost by the supplier, with a refund issued in 2026. As the purchase will now occur in 2026, funds refunded from the prior budget year must be reallocated to the 2026 Budget line item for the replacement. No concerns or questions were raised by the Committee, and the resolution will be forwarded to the Board of Commissioners for consideration.

2026 REVENUE AND EXPENSE REPORT: The Committee reviewed the 2026 Revenue and Expense Report. Through May, revenues and expenditures were discussed in comparison to budget projections, with year-to-date General Fund revenue at 48.84% and expenditures at 28.62% of budget. Major revenue categories, including real estate taxes, earned income tax, sewer rents, and highway aid, are performing at or above projected levels for this point in the fiscal year.

2027 BUDGET MEMO: The Committee reviewed a memorandum outlining the proposed schedule for preparation, review, and adoption of the 2027 Township Budget. Outlining the schedule for presentation of the initial draft budget in September, budget workshops and Finance Committee discussions in late October/early November, first reading and public availability of the proposed budget on November 16, public notice on December 7, and final budget adoption on December 21, 2026. The Committee scheduled Finance budget meetings for October 14, October 28, and November 18, 2026, beginning at 6:00 p.m. Township Manager Sweeney will advertise the additional meetings.

OTHER MATTERS: There were none.

CITIZEN'S QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS: There were none.

The meeting was adjourned at 7:03 pm.

Respectfully submitted,

Donna M. Sweeney
Township Manager