

MINUTES
FINANCE COMMITTEE
SEPTEMBER 1, 2026

The Penn Township Finance Committee convened on Tuesday, September 1, 2026, at 7:32 pm. Present were Chairman Heiland, Commissioners Arnold, Baile, Elksnis (by phone), and Rice. Also present were Township Manager Sweeney, Township Engineer Bortner, WWTP Superintendent Lank, Zoning Officer LeFevre, Asst. to the Engineer Garrett, Township Secretary Miller, Chief Merwede, Police Lieutenant Shearer, Fire Chief Clouser, and Deputy Chief Wysocki. The following items were discussed:

ANNOUNCEMENTS:

There were no announcements.

APPROVAL OF THE MINUTES:

The minutes of the previous Finance Committee Meeting were approved as written.

CITIZEN'S COMMENTS:

There were no citizen comments.

2026 REVENUE AND EXPENSE REPORT:

Commissioner Heiland presented the revenue and expense report through August 2026. The year-to-date general fund revenue was 62.11% of what was budgeted, and expenses were \$8,196,556.

CONSIDER 2027 PENSION MINIMUM MUNICIPAL OBLIGATIONS:

Manager Sweeney reported on the MMOs for 2027. The firefighter 2027 MMO is \$303,975.46, Police 2027 MMO is \$662,650.37 and non-uniform 2027 MMO is \$241,260.38, all of which are based on the estimated payroll for 2027. The Committee recommended adding these to the Board of Commissioners' agenda.

2027 BUDGET:

Manager Sweeney presented the highlights of the proposed 2027 Administration Budget. Next year's estimated revenue is projected to remain relatively consistent with the current year. The Clover Lane Fire Station rent will be eliminated after 2027, as the loan will be paid in full. Building rent is made up of the Magistrate's Office and the Tax Collector.

Subdivision and Zoning fee revenues are significantly higher than what was currently budgeted. These revenues are difficult to predict due to the uncertainty of the number of permit applications received each year.

Salaries have been increased accordingly. Two clerks qualify for longevity this year. Vision rates are going to remain the same for 2027; however dental rates have not yet been received. Health Insurance will increase; we should know our rates for 2027 at the end of September.

Gasoline has decreased and may possibly be eliminated due to the Manager's vehicle being transferred to Zoning. General expenses are pretty much the same. Replacement of the server is recommended for 2028. Added as part of capital outlay for next year is an upgrade to the chairs in the boardroom. The cost of 75 chairs is under \$5,000, the chairs in the boardroom would be moved to the community room. There are no changes to legal services, Tax Collector, or auditing services. Building expenses are expected to remain the same except for a quote for exterior recaulking that was about \$23,000. The 2021 Interceptor currently being used by Zoning may be replaced.

OTHER MATTERS:

There were no other matters to discuss.

CITIZEN'S QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

There were no citizen comments.

The meeting was adjourned at 7:44 pm.

Respectfully submitted,

Shannon M. Miller,
Township Secretary