

MINUTES  
FINANCE COMMITTEE  
Budget Meeting  
OCTOBER 25, 2023

The Penn Township Finance Committee convened on Wednesday, October 25, 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: An executive session will be held after the meeting.

CITIZEN'S COMMENTS: None.

COVID ARP FUNDS: Commissioner Heiland gave an update on ARPA funds.

2024 BUDGET REVIEW: The Committee began reviewing the 2024 budget. Commissioner Heiland presented the General Budget and subsequently, each department budget, the Sewer Budget, and the Highway Aid. In the effort to work toward a balanced budget, requests for additional personnel were removed from the Administrative, Fire, and Police Departments. Other projects and expenses were recommended for removal. It was decided that the requests for new financial software, new Township website, the women locker room renovation at the Police Department, a new box truck for Recycling Operations, and a new Forklift for Public Works will be purchased with ARPA funding. The Forklift should be purchased in 2023 but all the other projects will occur in 2024 including the installation of security glass at the Administrative Office. It was noted that the Highway Aid carryover should be more accurately calculated before the next meeting.

Two more Finance Committee meetings to discuss the budget were scheduled for 6pm on Wednesday, November 15<sup>th</sup> and Tuesday, November 21<sup>st</sup>.

FEE RESOLUTION: No changes were discussed.

OTHER MATTERS: None

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,  
Tammi Ledley  
Township Manager