



PENN TOWNSHIP

LANCASTER COUNTY, PA

BOARD OF SUPERVISORS BUDGET MEETING MINUTES

6:00 p.m., November 10, 2025

BOARD ATTENDANCE:

Benjamin Bruckhart
Gary Stevens

Joe Eisenhauer
Tom Walsh

ABSENT: Joseph Eisenhauer

OTHERS IN ATTENDANCE:

Mark Hiester, Township Manager

Shannon Martin, Public Works Director

Call to Order – Bruckhart opened the meeting at 6 p.m.

Welcome Guests, Public Comment – none.

New Business

Draft 2026 Budget – staff reviewed:

Street Improvement Fund Update

We increased the (439.245.079) Blairton Court and Walnut Drive 3 Pipes Lining from \$30,000 to \$70,000 after finding an error.

We previously balanced that big-spending fund with a \$2,500,000 transfer from the Capital Reserve Fund. If the three state grants are approved (\$2,636,922), we should be in better financial shape.

General Fund Revenue

Less conservative than before, based on good information, we adjusted:

1. Earned Income Tax (#310.21) up 38 percent (\$484,000) to \$1,770,000, matching the latest LCTCB estimate. The 2025 forecast is also increased to \$1,767,612 based on LCTCB transfers.
2. Increased the Real Estate Transfer Tax (3101.10) \$30,000 to \$255,779 in year 2025, and (conservatively) increased to \$248,235 in 2026.
3. Local Services Tax raised to \$226,528 in 2025 and 2026 after seeing some data. In 2024 we received a little more (\$232,996), however.
4. Reduced (354.15) Recycling Act 101 from \$9,550 to \$0. We did not get the payment yet, making me nervous. The state budget stalemate may be the reason.
5. Resulting revenue total down 0.8 percent from 2025, similar to last year's budget. Previous draft had -3.7 revenue.

Expenses

We tweaked some smaller accounts up and down, resulting in a 5.3 percent (\$251,816) increase from 2025. Previous draft had a 9 percent increase.

Not included, Public Works Expense Item: Natural Gas Alarm Systems:

\$18,390 sends phone and text alerts.

\$26,732 includes sound alarm and lights.

\$40,662 include suppression.

Insurance savings? Broker to ask the underwriter. He said it can't hurt, but he's not sure what the overall impact will be.

Does the gas supply get shut off with an alarm?

We have the funds for each of these.

Sewer and Water Fund Capital Projects, Revenues, and Expenses

We updated the revenues and expense, barely balancing this fund. This fund has a larger-than-usual, \$2,00,000 plus of capital projects in 2026.

Revenues total 13.6 percent (\$400,216) higher than expected in 2026. The previous draft had them at 51.7 percent less (\$2,068,919).

Expenses are 227 percent (\$6,154,623) higher than in 2025. Previously they were 223 percent higher.

Yet, we do not have Inframark's base compensation charge, due to the federal government shutdown. This fee is based on the September 2025, last 12-month average Consumer Price index (Urban) plus 1 percent. I plugged in 4 percent, seeing several reports of a likely 3 percent index change.

Minutes

The October 27, 2025 minutes were approved through a Walsh motion seconded by Stevens, 4 to 0.

Adjournment

At 6:50 p.m. by a Landis motion seconded b Walsh.

Respectfully Submitted, Mark Hiester, Secretary