

## **Penn Township Budget for 2024-2025**

The Penn Township Board appreciates your interest in the budget for 2024-2025. We hope the following is helpful to you.

### **General Fund**

The budget is balanced: we expect INCOME of \$1,506,874.00 for operations in the years 2024-2025. General Fund EXPENDITURES of \$1,506,874.00 are projected. The operating tax millage for Penn Township in 2024 will be .6650

### **Vandalia Sewer**

Debt retirement payments of \$21,310.00 in 2024 will leave a balance of \$45,671.16 available for 2024 debt retirement.

### **Vandalia Water Fund**

Debt retirement payments of \$25,057.50 in 2024 will leave a balance of \$67,319.05 available for 2024 debt retirement.

### **Penn Water Fund**

Estimated debt retirement payments of \$266,261.14(EST.) in 2024 will leave a balance of \$195,8451.59(EST.) available for 2024 debt retirement.

### **HUD Fund**

Penn Township does not expect either income or expense in our HUD account during 2024-2025.

### **Penn Township Meetings**

The Penn Township Board appreciates your interest in our local government. Our regularly scheduled meetings for the conduct of Township business are held on the second Monday of each month at 6:30 PM in the Penn Township Hall located on Main Street, in Vandalia, Michigan. Projected Budget Report is available for public viewing.

Penn Township Board

Oli Olafsson, Supervisor  
March 10, 2024

**PENN TOWNSHIP BUDGET  
2024-2025**

**General Fund  
Expected Income**

Source:	Amount:
State Revenue Sharing (projected)	\$157,000
Summer Tax	5,900
Building Permit Hall Rental	9,000
Fire Department Account	39,000
Township Taxes	198,000
Fire Department Millage	206,500
ZBA/Rezoning Fees	1,500
Hall Rentals	1,500
Interest	30,000
Licenses and Permits	60,000
Miscellaneous	20,000
Ambulance	96,000
Ambulance Fund Balance Transfer	25,000
Metro funds	7,000
Weed Control	49,000
Fund Balance Transfer	
175,000	
Warranty Claim	TBD
Grant income	TBD
Delinquent Utility Fees	8,000
Marijuana License Fees	418,474
<b>Total Expected Income</b>	<b>\$1,506,874.00</b>

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**PENN TOWNSHIP BUDGET  
2024-2025**

**GENERAL FUND  
Expected Expenditures**

**TOWNSHIP HALL AND GROUNDS**

Janitor's Salary	\$2,730	
Miscellaneous Services	0	
Communications	10,000	
Utilities	4,000	
Heating	2,000	
Equipment and Maintenance		500
Facility Maintenance	19,500	
Capital Outlay	140,000	
Miscellaneous Supplies	3,000	
<b>TOTAL</b>	<b>\$186,730</b>	

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**PENN TOWNSHIP BUDGET  
2024-2025**

<b>FIRE DEPARTMENT</b>	
Fire Chief's Salary	\$24,948
Fire Department Travel	1,800
Fuel Adjustment	3,200
Fees and Per Diem	32,860
Fire Department gas and oil	3,500
Training	5,000
Communications incl. radio maintenance	5,000
Insurance and Bonds	17,600
Utilities	4,500
Heating (fuel)	3,000
Building Maintenance and Repair	8,500
Infrastructure/Building Improvement	375,000
Operating Maintenance and Repair	20,000
Miscellaneous	7,000
Capital Outlay - General	50,000
Special Capital Outlay	
10,000	
Pumper Truck	49,278
<b>TOTAL</b>	<b>\$621,186.00</b>

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**PENN TOWNSHIP BUDGET  
2024-2025**

**BOARD OF REVIEW**

Fees and Per Diem	\$1,600
Training	200
Printing and Publishing	100
<b>TOTAL</b>	<b>\$1,900</b>

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**BUILDING INSPECTION**

Contracted Services	\$51,000
Hall Fees	9,000
Office Supplies	100
Office Space	1,820
<b>TOTAL</b>	<b>\$61,920</b>

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**PLANNING COMMISSION**

Fees and Per Diem	\$1,000
Supplies	50
Printing and Publishing	200
<b>TOTAL</b>	<b>\$1,250</b>

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**PENN TOWNSHIP BUDGET  
2024-2025**

**TOWNSHIP BOARD**

Trustees' Salaries	\$8142
Social Security and Medicare	2,500
Retirement Fund Contribution	24,000
Ambulance Service	121,000
Legal Fees	5,000
Insurance and Bonds	10,000
Miscellaneous	1,000
Membership and Dues	4,500
Road Programs: General	200,000
Audit Report	2,000
Weed Control	49,000
Zoning Administrator	2,993
<b>TOTAL</b>	<b>\$430,134</b>

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**TOWNSHIP CLERK**

Salary	\$24,948
Office Supplies	4,500
Printing and Publishing	50
Election	15,000
<b>TOTAL</b>	<b>\$44,498</b>

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**PENN TOWNSHIP BUDGET  
2024-2025**

**TOWNSHIP TREASURER**

Salary	\$24,948
Deputy Treasurer	5,250
Summer tax collections expense	11,000
Supplies and Postage	6,000
Printing and Publishing	50
Miscellaneous	500
<b>TOTAL</b>	<b>\$47,748</b>

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**TOWNSHIP SUPERVISOR**

Salary	\$24,948
Finance Director	17,760
Assessing Fees (contracted)	41,150
Supplies and postage	3,000
Preparation of Tax Rolls	9,400
Equalizer Software	3,000
<b>TOTAL</b>	<b>\$99,258</b>

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**CEMETERIES**

Contractual services (mowing etc.)	\$11,500
Improvements	0
<b>TOTAL</b>	<b>\$11,500</b>

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**PENN TOWNSHIP BUDGET  
2024-2025**

**ZONING BOARD OF APPEALS**

Fees and Per Diem	\$600
Supplies	50
Printing and Publishing	100
<b>TOTAL</b>	<b>\$750</b>

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**Total Expected Expenditures  
\$1,506,874**

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**PENN TOWNSHIP BUDGET**

**2024-2025**

**SPECIAL FUNDS: 12/31/2024 to 12/31/2025**

**Vandalia Sewer Fund**

Balance at 12/31/23 (includes carry-over/interest/payoffs)	45,671.16
Special Assessments billed December 1, 2023	12,212.38
Interest in 2024 (estimated)	832.00
Monthly Operating Charges for Debt Service	8,280.00
<b>FUNDS AVAILABLE</b>	<b>66,163.54</b>
2023 Debt Retirement	21,310.00
BALANCE (available as carry-over for 2023 debt retirement)	45,685.54

**Vandalia Water Fund**

Balance at 12/31/23 (includes carry-over/interest/payoffs)	67,319.05
Special Assessments billed December 1, 2023	22,037.50
Interest in 2024 (estimated)	1236.00
<b>FUNDS AVAILABLE</b>	<b>95,592.55</b>
2024 Debt Retirement	25,057.50
Balance (available as carry-over for 2023)	70,535.05

**Penn Water Fund\***

**Please Note that the Penn Township new Assessing Team is working on a comprehensive review and analysis of Special Assessments and will have a complete and accurate Special Funds positions in May or June. Once obtained the Budget will be updated to reflect the same.**

Balance at 12/31/22 (includes carry-over/interest/payoffs)	195,451.59
Special Assessments billed December 1, 2022	279,245.41
Interest in 2023 (estimated)	4957.25
<b>FUNDS AVAILABLE</b>	<b>479,654.07</b>
2023 Debt Retirement (estimated – includes payoff payments)	230,024.18
Balance (available as carry-over for 2023 - estimated)	(195,451.59)TBD

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