

PENN TOWNSHIP BUDGET

2025 - 2026

The Penn Township Board appreciates your interest in the budget for 2025- 2026.

We hope the following is helpful to you.

General Fund

The budget is balanced. We expect INCOME of \$2,275,979.00 for operations in the years 2025-2026. General Fund EXPENDITURES of \$ 2,275,979.00 are projected. The operating tax millage for Penn Township in 2025 will be .6650 which is unchanged from the prior year.

Vandalia Sewer

Debt retirement payments of \$20,740.00 in 2025 will leave a balance of \$45,854.86 available for 2025 debt retirement.

Vandalia Water Fund

Debt retirement payments of \$25,057.50 in 2025 will leave a balance of \$72,283.14 available for 2025 debt retirement.

Penn Water Fund

Estimated debt retirement payments of \$239,223.18 (estimated) in 2025 will leave a balance of \$263,964.20 (estimated) available for 2025 debt retirement.

HUD Fund

Penn Township does not expect either income or expense in our HUD account during 2025- 2026.

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, 2025

PENN TOWNSHIP BUDGET

2025 - 2026

General Fund _ Expected Income

State Revenue Sharing (Projected)	\$153,000
Summer Tax	\$5,925
Building Permit Hall Rent	\$12,000
Fire Department Account	\$75,000
Township Taxes	\$213,000
Fire Department Millage	\$233,854
ZBA / Rezoning Fees	\$1,500
Hall Rentals	\$1,500
Interest	\$40,000
Licenses and Permits	\$60,000
Miscellaneous	\$20,000
Ambulance	\$123,000
Ambulance Fund Balance Transfer	\$30,000
Metro Funds	\$5,200
Weed Control	\$49,000
Fund Balance Transfer	\$20,000
Delinquent Utility Fees	\$8,000
Grant Income	0.00
Cannabis License Fees	\$1,225,000
Total Expected Income:	\$2,275,979

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2025 - 2026

**General Fund – Expected Expenditures
Town Hall and Grounds**

Janitor’s Salary	\$3,600
Miscellaneous Services	0.00
Communications	\$12,000
Utilities	\$4,000
Heating	\$2,000
Equipment and Maintenance	\$500
Facility Maintenance	\$19,500
Capital Outlay	\$150,000
Miscellaneous Supplies	\$7,000
Parks Programming	\$10,000
Total:	\$208,600

**General Fund – Expected Expenditures
Fire Department**

Fire Chief’s Salary	\$26,196
Fire Department Travel	\$1,800
Fuel Adjustment	\$3,200
Fees and Per Diem	\$36,500
Fire Department Gas & Oil	\$2,000
Training / Office	\$5,000
Communications incl. Radio Maintenance	\$10,000
Insurance and Bonds	\$23,000
Utilities	\$4,500
Heating	\$3,000
Building Maintenance and Repair	\$9,000
Infrastructure/Building Improvements	\$900,000
Operating Maintenance and Repairs	\$25,000
Miscellaneous	\$5,000
Capital Outlay – General	\$50,000
Payroll Taxes	0.00
Special Capital Outlay	\$10,000
Retirement Fund	0.00
Radio Special Purchase	\$80,000
Total:	\$1,194,196

PENN TOWNSHIP BUDGET

2025 - 2026

General Fund – Expected Expenditures

Board of Review

Fees and Per Diem	\$1,600
Training	\$200
Printing & Publishing	\$300
Total	\$2,100

Building Inspection

Contracted Services	\$51,000
Hall Fees	\$11,000
Office Supplies	\$100
Office Space	\$1,820
Total	\$63,920

Planning Commission

Fees and Per Diem	\$1,000
Supplies	\$50
Printing and Publishing	\$200
Total	\$1,250

Zoning Board of Appeals

Fees and Per Diem	\$600
Supplies	\$50
Printing and Publishing	\$100
Total	\$750

Cemeteries

Contractual Services (Mowing)	\$12,000
Total	\$12,000

PENN TOWNSHIP BUDGET

2025 - 2026

Township Board

Trustees' Salaries	\$8,550
Social Security and Medicare	\$2,700
Retirement Fund Contribution	\$24,500
Ambulance Service	\$177,000
Legal Fees	\$5,000
Insurance and Bonds	\$11,000
Miscellaneous	\$1,000
Membership and Dues	\$4,700
Road Programs: General	\$300,000
Audit Report	\$19,000
Communications	\$0.00
Weed Control	\$49,000
County Mapping	\$0.00
Zoning Administrator	\$7,200
Total:	\$609,650

Township Clerk

Salary	\$26,196
Deputy Clerk	\$0.00
Office Supplies	\$4,500
Printing and Publishing	\$50
Election	\$500
Total:	\$31,246

Township Treasurer

Salary	\$26,196
Deputy Treasurer	\$5,250
Summer Tax Collections Expense	\$11,000
Supplies and Postage	\$6,000
Printing and Publishing	\$50
Total:	\$48,496

PENN TOWNSHIP BUDGET

2025 - 2026

Township Supervisor

Salary	\$26,196
Finance Director	\$18,650
Assessing Fees (Contracted / Computer)	\$42,425
Supplies and Postage	\$3,000
Preparation of Tax Rolls	\$9,000
Software	\$4,500
Total:	\$103,771

Budget Summary

Total Hall and Grounds	\$208,600	
Fire Department	\$1,194,196	
Board of Review	\$2,100	
Building Inspection	\$63,920	
Planning Commission	\$1,250	
Zoning Board of Appeals	\$750	
Cemeteries	\$12,000	
Township Board	\$609,650	
Township Clerk	\$31,246	
Township Treasurer	\$48,496	
Township Supervisor	\$103,771	
Expected Income		\$2,275,979
Total Expected Income and Expenditures:	<u>\$2,275,979</u>	<u>\$2,275,979</u>

PENN TOWNSHIP BUDGET

2025 - 2026

SPECIAL FUNDS: 12/31/2024 TO 12/31/2025

Vandalia Sewer Fund

Balance 12/31/2024 (includes carry-over / interest / payoffs)	\$45,002.48
Special Assessments billed December 1, 2025	\$12,212.38
Interest in 2025 (estimated)	\$1,100.00
Monthly Operating Charges for Debt Service	\$8,280.00
Funds Available	\$66,594.86
2025 Debt Retirement	\$20,740.00
Balance (available as carry-over for 2025 debt retirement)	\$45,854.86

Vandalia Water Fund

Balance 12/31/2024 (includes carry-over / interest / payoffs)	\$73,721.14
Special Assessments billed December 1, 2025	\$22,042.50
Interest in 2025 (estimated)	\$1,577.00
Funds Available	\$97,340.64
2025 Debt Retirement	\$25,057.50
Balance (available as carry-over for 2025 debt retirement)	\$72,283.14

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 complete and accurate Special Funds positions in May or June. Once obtained the Budget will be updated to reflect the same. We are still waiting for IRS Rebate amounts.

Balance 12/31/2024 (includes carry-over / interest / payoffs)	\$217,799.72
Special Assessments billed December 1, 2025	\$279,245.41
Interest in 2025 (estimated)	\$6,142.25
Funds Available	\$503,187.38
2025 Debt Retirement	\$239,223.18
Balance (available as carry-over for 2025 debt retirement)	\$263,964.20