

## **Penbrook Borough Budget Meeting**

**September 22, 2025**

1. The meeting was called to order at 6:30 pm. Elected officials present were Stokes, N. Shaw, Dry and Armbruster.

### **2. General Fund Expenses**

A. 01.400.110 Armbruster, who will not be a member of Council in 2026, suggested that the other members consider increasing their salary for 2026. There was no change made to the proposed budget.

01.401.420 Armbruster suggested a \$300 increase to support cost increases.

01.401.460 Armbruster suggested increasing this account to \$3,000 from \$2,000.

01.401.700 There was little discussion other than approval that \$2,000 be proposed for purchasing a projector and conference a/v equipment for meetings.

01.404.310 Armbruster asked if there will be an hourly fee increase. Hogarth said the solicitor's rate will be increased from \$180/hr to \$190/hr.

01.409.321 Hogarth asked if there was anything to consider with the IT committee. Any changes in vendors will likely impact this as well as 01.410.321 and 01.430.321. Shaw suggested that any decision will likely be after the budget is adopted so Council should consider the possibility of an overpayment in the account and adapting on the 2027 budget. Armbruster suggested increasing by 10%. Shaw agreed.

01.452.220 Hogarth discussed a conversation had with Parks Committee Chair Newcomer about porta-johns at CP and LV parks. Currently one of two is moved from CP to LV during the youth summer program. Some residents asked about the facility there all summer. Cost increase to 220 to reflect that proposal.

Much of the discussion surrounded the non-uniform staffing and proposed positions. The STMP report recommended public works staffing remain the same with two operators and 1 supervisor. It has been mentioned that the public works supervisor be replaced with an assistant borough mgr with a salary in the \$75,000 range. Armbruster suggested both by using general fund surplus. Hogarth said that wouldn't be sustainable. Stokes asked if it should be a caucus discussion or future budget meeting discussion. Hogarth suggested it be on every agenda until the problem is resolved. Stokes also looking forward to input from STMP. Dry said she would start working on drafting job descriptions. Hogarth asked that if Council decided on an asst. borough mgr. where would their workspace be. Hogarth believes this to be a legitimate issue as it won't work well with employee retention or moral if they're housed in a cramped space with

other employees. Hogarth also reminded Council that the STMP report also supports new facility space as a priority.

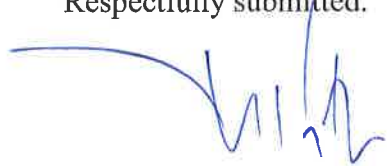
B. There were no capital improvement projects discussed. Stokes said he would like to focus on the STMP Phase 2 recommendations for CIP.

C. There were no previously discussed budget items discussed.

3. Hogarth advised Council that after the state aid was received the Borough will have to contribute approximately \$24,000 to the two pension plans. Council needs to consider employee contribution rates for both pension plans in future years.

4. The meeting was adjourned at 7:45pm

Respectfully submitted.

A handwritten signature in blue ink, appearing to read 'J. Hogarth', with a long horizontal flourish extending to the left.

Joseph Hogarth

Borough Secretary