



- I. Chairperson Trustee Howard Krick called the meeting to order at 9:00 a.m.
- II. Roll Call: present were Chairman Trustee Krick, Supervisor McGuire, Administrator Barr, and Road Commissioner Ochoa, Assistant Administrator Powers, Management Analyst Hughes, Emergency Services Director Burke, and Senior Services Director Colagrossi.
- III. Review and Approval of Minutes: Minutes of November 5, 2015: The minutes from the Finance Committee meeting of January 26, 2015 were presented by Clerk Dolan Baumer for review and approval. A motion to accept the minutes as presented was made by Supervisor McGuire and seconded by Chairman Krick and carried by roll call vote.
- IV. Consideration of FY17 Budget:
 - A. Road & Bridge: Commissioner Ochoa reviewed the proposed budget highlighting the following:
 1. The R&B building needs attention and money has been set aside to insure that the building is safe.
 2. The Commissioner noted that the dollars he normally gives toward Township/Senior Transport has been declining due to other salient needs.
 3. The salaries line item is up due to the request for another staff member, bringing their number to four.

Discussion ensued and the overall consensus was for the Commissioner to go back to the Foreman to see if that extra staff member is necessary at this time; also, investigate part time summer help and use of “snow birds,” which Mr. Barr could help Mr. Ochoa arrange.

- B. Emergency Services: Director Burke outlined the budget, highlighting the following:
 1. There is an overall 1.0% increase, most directly attributed to the Director now taking insurance.
 2. The vehicle maintenance line item is increased due to the need to perform regularly scheduled maintenance according to manufacturer’s direction.
 3. Equipment purchase and maintenance line item is up to bring equipment up to standard and current (i.e., AED units, etc.) and is the same as the current year.

Discussion ensued and the committee directed Administrator Barr to approach the surrounding villages to see if they would be open to an IGA for vehicle mechanical work.

Additionally, Mr. Barr was directed to bring the issue up with members of the MTA to see if they would consider vehicle maintenance as a consortium item to get better pricing for the group.

Finally, Mr. McGuire pointed out that the Director’s vehicle has no lettering, lights or radio and wondered when it would be retrofitted. Would the Director please keep the Administrator informed of this progress?

- C. Senior Services: Director Colagrossi thanked the Commissioner for the generous contribution to the Transportation Department in FY16 and in FY17, and outlined the budget, highlighting the following:

1. Line item #1103325 AID Transportation Fees are projected to increase by 11% in FY17 due to an additional rider.
2. A income new line item, for Nutrition Event Catering, has been added at \$5,000.
3. Home Delivered meals shows an increase because it was only forecast for half of the year in FY16, but will run the entire year FY17.
4. Overall, Senior Center income shows a decrease of 2.1% in FY17; expenses are also down 3.2%.

Discussion ensued and the committee urged Administrator Barr to highlight grant funding versus local dollars, and specifically AgeOptions Federal funding.

Additionally, the Supervisor asked if the Hanover Township Foundation could support the meal program, and if so, how it could be done, and further, asked that the Director follow-up on this point.

- D. Town Fund: Assistant Administrator Suzanne Powers reviewed the Town Fund, with the following highlights:
1. Passport Fees are expected to increase over FY16.
 2. Due to need for upgrading the Internet, line item 1014405 is up 88.9%.
 3. The FY17 Town Fund is down 0.2%.

At this point in the meeting, Administrator Barr took the members through the balance of the proposed budget highlighting the following:

1. IMRF is increased 2.4%.
2. The Assessor's budget is up 1.7%
3. Community & Veterans Affairs budget is up 3.26%, the increase mainly in the training area.
4. Facilities & Maintenance is up 1.6%, chiefly due to various contracts with cleaning services, instead of one company.
5. Community Health is up 2.2% over FY16.
6. The Food Pantry budget is down 8.4% chiefly due to the elimination of the Driver position, utilizing volunteers instead.
7. Youth and Family Services is up 2.19% primarily due to improving the technology they use to track services.
8. Welfare Services expenditures are down 1.3% as they are seeing a decline in client numbers.
9. Adding a new line item of Mental Health Housing has increased the Mental Health Board budget to a +13%.
10. The Township has 33 vehicles; the Replacement fund is down 57.7% due to replacements purchased in FY16.

V. Consideration of FY17 Capital Improvement Plan

This fund is healthy, with the carry-over of the FY16 parking lot project (postponed in FY16). Future projects include water services in the Lenoci Reserve and a community garden (with water service) planned for FY17.

Administrator Barr offered two options for the Capital Projects: Alternate 1 shows a transfer from the Town Reserves to Capital of \$800,000, which moves Town Fund reserves to Capital reserves for future projects. Alternate 2 is for a \$1,150,000 transfer from the Town Fund to Capital Fund with similar expenditures in Building & Permanent Improvements in Capital fund.

Discussion ensued and the consensus reached was for staff to present Alternate 2 as the Committee recommendation.

VI. Consideration of the FY16 Auditor

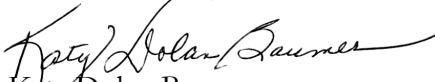
Administrator Barr put forward staff's recommendation of Tighe, Kress & Orr PC as the auditors once again in FY16. The committee concurred with the recommendation and asked that it be presented as a Committee recommendation during the Board meeting.

VII. Executive Session: No motion was made to go into Executive Session.

VIII. Other Business: Mr. McGuire addressed the previously agreed upon thought to hold raises to staff until later in the year based on the thought that the State would release funds later than usual. This is not happening, and he asked that raises be released as originally scheduled.

IX. Adjournment: Motion to adjourn was made by Supervisor McGuire and seconded by Administrator Barr; Chairman Krick adjourned the meeting at 10:25 a.m.

Respectfully submitted


Katy Dolan Baumer
Clerk