



Minutes of the Hanover Township
Finance Committee
Hanover Township Senior Center
240 S. State Route 59, Bartlett
Tuesday, November 10, 2020

- I. Chairman Martinez called the meeting to order at 6:30 p.m. Roll Call: present were Trustee Martinez, Supervisor McGuire (via Zoom) and Administrator Barr, as well as Assistant Administrator Vana, Administrative Assistant Hailey Matich and Mr. James Howard.
- II. Public Comment: Chairman Martinez asked if there were any comments from the public; none were heard and he moved on to the next item.
- III. Review and Approval of Minutes: Minutes of February 13, 2020: The minutes from the Finance Committee meeting of February 13, 2020 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 Martinez and approved by roll call vote: Ayes: Chairman Martinez, Administrator Barr and Supervisor McGuire; no Nays.
- IV. Consideration of FY21 Six Month Budget Review: Mr. Howard led the committee through a discussion of the FY21 budget for the six months ending September 30, 2020. He noted that revenues are in line with the forecast and budget and that the six-month ending balance of \$8,457,916 puts the Township in a good position to carry us forward. Mr. Barr noted that the Town fund planned the deficit to take some funds to put them in Capital. While Covid-related costs were unexpected in 2020, with the emergency Federal funds and County disbursement for Covid expenses, the reimbursements will help our financial position.
- V. Consideration of Township Investments: The members reviewed the CD rates for the six months ending September 30, 2020 Mr. Howard noted that we are in a low-rate environment through the end of the year.
- VI. Consideration of the Annual Tax Levy: After the Committee reviewed the proposed levy for FY21, Supervisor McGuire moved to recommend it to the Board for its adoption; Administrator Barr seconded the motion and it was approved by roll call vote: Ayes: Chairman Martinez, Administrator Barr and Supervisor McGuire; no Nays.
- VII. Consideration of FY22 Budget Development Guidelines: Mr. McGuire suggested that the Township follow the current rates of inflation for salaries at 2.3%-3% as the salary increment pool for the FY22 budget. Grant revenues will figure in the calculations. Mr. McGuire moved that the current rate of inflation be used as a guideline for salary increases, and that this be recommended to the Board; Chairman Martinez seconded the motion and it was approved by roll call vote: Ayes: Chairman Martinez, Administrator Barr and Supervisor McGuire; no Nays.
- VIII. Executive Session: No motion was made to go into closed session.
- IX. Other Business: No other business was brought forward.
- X. At 7:50 p.m., Chairman Martinez adjourned the meeting upon a motion from Mr. McGuire and second by himself.

Respectfully submitted


Katy Dolan Baumer, Clerk