



Minutes of the Hanover Township  
**Finance Committee**  
January 27, 2014 5:00 PM

- I. Chairperson Trustee Mary Alice Benoit called the meeting to order at 5 p.m.
- II. Roll Call: Present were Trustee Benoit, Supervisor Brian McGuire, Administrator Barr, and Management Analyst CJ Mikulki, and for presentations of their department budgets, Director Spejcher, Director Parquette, Director Smith, and Manager Powers.
- III. Approval of Finance Committee Meeting Minutes: Mr. McGuire made a motion to accept the minutes of October 16, 2014 as presented; Mr. Barr seconded the motion. Mr. McGuire amended the motion to approve the minutes of October 16, 2012 *and* October 24, 2013; Mr. Barr seconded the amended motion. Motion carried by unanimous voice vote.
- IV. Consideration of FY2015 Budget: As in the past, Administrator Barr asked several department heads to come before the Committee to discuss changes in their department budgets.

Office of Community Health Director Smith discussed significant changes in the department's budget, including the following:

- 1014456 Community Affairs: increase to capture the new 5k, the Dental Plan, and medication disposal plans.
- 1014454 Travel & Training: increase due to increased direct nursing and community health opportunities.
- 1014458 Equipment: increase due to projected computer replacement in FY15.
- 1014666 Communications: decreased use of this line item equals decrease in FY15 budget.

Facilities and Maintenance Director Spejcher reported on the significant changes in the FY15 budget, including:

- 1014200 Salaries: the increase in this line item reflects the hire of an additional staff member, and the increase in facilities to maintain.
- 1014008 Housekeeping Contract: an increase is expected when the annual contract is renewed, especially with new facility coverage.
- NEW For the Izaak Walton facility, new line items are Building Maintenance, Equipment Maintenance, and Trash Removal reflecting the need to care for the Izaak Walton facility and property.
- 1014225 Grounds/Reserve Maintenance: increase reflects Lacy, Runzel, and IWL properties.
- 1014228 Building Maintenance – Elgin: Office closed resulting in decrease.

1014229 Equipment Maintenance – Elgin: Office closed resulting in decrease.

Mental Health Board Manager Powers reported on the significant changes in the FY15 budget, including:

5054540 Special Events: with the success of past events, the Board is considering additional special events in FY15.

5054593 Unemployment: decrease is due to forecasting actual amounts based on history.

5054214 Rent: increase is due to new lease agreement with Hanover Township.

Youth & Family Services Director Parquette reported on the significant changes in the FY15 budget, including:

1094627 Open Gym Program: increase is due to full staffing complement and projected rentals for the spring and summer break programs.

1094626 Equipment & Furniture: increase due to forecasted computer replacement.

1094625 Insurance: changes due to staff plan changes over time that creates a fluctuation.

Mr. Barr thanked them for their presentations to the Committee. He then reviewed the other departments. Overall, he asked the department heads to stay within about a 2% increase in salaries and a 2% decrease in other line items.

The Committee asked Mr. Barr to keep tabs on how the new Health Care Reform will affect the Township, specifically with regard to reimbursement for various services rendered.

Mr. McGuire made a motion that this Committee presents this budget as presented to the Board and recommend it's acceptance at the next Board meeting. Mr. Barr seconded the motion. Motion carried by unanimous roll call vote.

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

VI. Other Business: No other business was discussed.

VII. Adjournment: Motion to adjourn was made by Supervisor McGuire and seconded by Administrator Barr; Trustee Benoit adjourned the meeting by unanimous voice vote at 5:55 p.m.

Respectfully submitted



Kathleen M. Dolan Baumer  
Clerk