HANOVER TOWNSHIP

Minutes of the
Finance Committee
Of the Hanover Township Board
October 24, 2013

The meeting was called to order by Chairperson Trustee Mary Alice Benoit at 9 a.m.

Roll Call: Present were Trustee Benoit, Supervisor Brian McGuire and Administrator James Barr, as were Assistant Administrator Katie Delaney, Management Analyst Thomas Warfield, Accountant James Howard, and intern CJ Mikucki.

Review of the FY14 Six Month Budget

Mr. Howard reviewed the interim finance statements for FY14 six months to September 30, 2013. Mr. Barr noted that some SSI will reimburse some GA funds that were distributed to clients who were on Social Security Benefits. Mr. Howard summarized the Budget by saying that at 50% of the year, we are at 47% of budgeted revenue and 40% of expenditures budgeted. With regard to Capital funds, Mr. Barr noted that some of the environmental remediation that was projected for FY14 for the IWL will be moved to FY15, and that the Solar Power Energy Efficiency at the Senior Center and the IWL office build-out are ongoing projects. Trustee Benoit and Supervisor McGuire suggested that legal be adjusted going forward in the FY15 Budget. There was discussion regarding the Larkin Center and the MHB grants.

Consideration of the FY13 Annual Tax Levy

Mr. Howard reviewed the proposed 2013 Tax Levy. He recommended a 0% increase over last year, which would most likely net out at 1.9%, as caps will hold the rate down. At 0%, we are not required to publish. The Committee members concurred with the 0% increase at 1.9% net.

Consideration of Township Investments

Mr. Howard noted some highlights to the printed report, including that one investment that came due from Bank of America is missing from the list compared to last year; a few investments are coming due with Morgan Stanley and they will be reinvested after discussion between Mr. McGuire and Mr. Barr. Mr. Barr explained the success Counsel has had with WinTrust so that we can invest with the MaxSafe program. This will require a minor change on our Investment Policy and Mr. Barr noted that it will most likely be up for review and approval by the Board during the next Board meeting.

FY15 Budget Development Guidelines

Mr. Barr recommended that the target salary pool be 2% and the overall non-salary personnel be -2%. He noted that we are yet unsure of the healthcare legislation's effect on our insurance numbers, but will monitor it closely; it may result in a 10% increase that may have to be adjusted in the following year. The Committee agreed with Mr. Barr's recommendation of Budget Guidelines.

5 Year Capital Improvement Plan

Mr. Barr walked the Committee through the proposed Capital Improvement Plan for FY15-FY19. Highlights include moving the IWL Remediation project to FY15 (as a result of the immediate need for action with Lacy Park that took precedence). He also discussed the fact that we applied for a CDBG for the elevator and HVAC for IWL, but were unsuccessful this year. Mr. McGuire suggested that we try for a CDBG for Lacy Park, and that there may be opportunities through the City of Elgin, and through IDNR for development of that Park. The playground equipment at Lacy needs to be assessed, and painted/repaired, if needed. The Town Hall improvements would include the foyer and Downey Hall. The parking lot at the Town Hall is also slated for FY15. Trustee Benoit wanted to know what the status was with the IWL basement, bathrooms, and kitchen, and whether they will be renovated this year. Mr. Barr said that they would not. Mr. McGuire and Trustee Benoit agreed that it would be best to take some funds from the Senior Fund, since they would be the main users of the property, and direct about $100,000 to renovations at IWL in FY15; all were in agreement and Messrs. Barr and Howard will work on moving those funds.

Consideration of the FY14 Budget Development Guidelines

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

Other Business
Mr. Barr reiterated that he would bring the revised Investment Policy to the next Board meeting for review and approval.

A motion to adjourn was made by Supervisor McGuire and seconded by Mr. Barr and the members agreed by unanimous voice vote to adjourn at 9:52 a.m.

Respectfully submitted,
Kathleen M. Dolan Baumer

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Clerk