

MINUTES

FINANCE COMMITTEE MEETING via webinar

June 16, 2022

CALL TO ORDER: 7:02 p.m.

PRESENT: Committee Members: Commissioners Chairman WINEGRAD
Vice Chairwoman CARSWELL, VAHEY, BOLE,
SPIEGELMAN

OTHERS: Finance Director Hermann
Township Manager Manfredi
Manager of Financial Services Embery
Deputy Chief Porter

CONSIDER APPROVAL OF MINUTES:

Commissioner Vahey made a MOTION, seconded by Commissioner Bole to approve the Finance Committee Meeting minutes of May 19, 2022.

MOTION was ADOPTED 5-0.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Year-to-Date Budget Review:

Ms. Hermann reported that the Township is on target with revenues, and the final report for 2021 that includes the fund balance, revenues and expenditures will be submitted to the Board.

Presented was the revenue report as of May 31, 2022, and although tax payments come in early, there is still three quarters for collection of real estate and business taxes. Fund balance and finances are stable helping to keep the Township on track.

Commissioner Carswell asked about future reports showing data from previous years for comparison as well as check for any red flags.

Ms. Hermann replied the 2021 data is not included in this report. There are no red flags; however, expenditures continue to grow whereas revenue remains relatively flat, which is where tax increases have come into play over the past few years.

Commissioner Bole questioned whether increase fuel costs have threatened to derail some of the strategic budgeted items this year such as upgrading equipment, etc.

Ms. Hermann replied she does not see any planned projects being derailed at this time, although some have not been completed due to supply chain issues. Also, ARPA funds have helped move some Township projects forward.

Presented was the newly formatted expenditure report sorted by fund and then by department that also includes payroll.

Commissioner Vahey clarified that the reports will be more digitized going forward. Is that correct?

Ms. Hermann replied yes, this report was just for this budget review. We do not have the reporting transparency stories completely up and running yet.

Commissioner Winegrad asked about the ability for public viewing of the reports.

Manager Manfredi replied once the layout of the stories and reports are designed and approved by the Finance Committee, there will be opportunity for public viewing.

Ms. Hermann said we kept a similar format for the online budget book, which is considered story based per OpenGov to keep it easy for everyone to use including the public.

Item FC-01-071422:

Commissioner Winegrad made a MOTION, seconded by Commissioner Vahey to approve the May 2022 expenditures in the amount of \$3,675,499.80 and salaries and wages in the amount of \$2,013,022.28, and authorize the proper officials to sign vouchers in payment of bills and contracts as they mature through the month of August 2022.

Commissioner Winegrad asked for any comments from Commissioners.

Commissioner Vahey clarified that this report will also be reformatted. Is that correct?

Ms. Hermann replied yes.

Commissioner Winegrad asked when will the reformatting be done to be easier to use?

Ms. Hermann replied this is a temporary document bridging the gap between the old system and the new electronic version and we are currently working on it.

Commissioner Carswell questioned whether lines could be added to the report.

Ms. Hermann replied she is not sure whether that could be done with this type of report.

Commissioner Winegrad asked for any public comments. There were none.

MOTION was ADOPTED 5-0.

Commissioner Winegrad thanked staff for the Statement of Conditions for the ARPA funds as part of the financial reports.

PUBLIC COMMENT ON NON-AGENDA ITEMS ONLY: None.

ADJOURNMENT: 7:44 p.m.

Respectfully submitted,

Liz Vile, Minutes Secretary