

APPROVED

Hamilton Township Budget Minutes

7/21/2021

Meeting was called to order at 6:30 PM by Stephanie Egger

In Attendance:

Stephanie Egger, Jessica Baim, Timothy D. Beard, III, Brian Campbell, Jeremy Smith, Ronald Weidner, and Michael Strausbaugh via phone

Approval of Minutes:

*Upon review of the meeting minutes of April 27, 2021, a motion to approve was made by Timothy D. Beard, III and a second by Ronald L. Weidner. **Motion was unanimously approved.***

Minutes:

1. Review Balance Sheet as of 6/30/2021: Total assets \$2, 492,717.78.
2. Review Profit & Loss spreadsheet: Stephanie Egger reviewed the section 352.53 Federal Entitlement to Government amount of \$134,395.27 and explained that this grant amount will occur in 2022 but currently the Township does not have anything that would qualify to use the funds. The Grant is for five years of usage after which anything not spent will be sent back to the Federal Government. Stephanie Egger informed this will be closely monitored as the first audit is October 2021. Michael Strausbaugh informed he saw somewhere other items the Township could use the funds. He will research and follow up with details. He was looking right away for the bill.
3. Revenue 5-year Comparison: Stephanie Egger reviewed the Revenue for the five-year Comparison and explained the Federal Entitlement to Government (ARPA) is under revenue section 352.53 and expenses section 465.00. Brian Campbell reviewed that currently everything is on track, no need to change anything. *A motion was made by Ronald L. Weidner to eliminate line items under legal fees and list as one line-item total for legal fees seconded by Timothy D. Beard, III. Motion was unanimously approved.* The revenue for the five-year comparison is showing the Township at \$842,175.27.
4. Expenses 5-year Comparison: Stephanie Egger reviewed the spreadsheet of the expenses for five-years. Review and discussions were done on code enforcement options. Brian Campbell reviewed the status of locating a new full time Public Works employee since budgeted in 2021. Ronald L. Weidner suggested to budget for current position in 2022. Brian Campbell asked Stephanie Egger to verify payroll taxes with

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Township certified accountant. Attached is 2022 draft of five-year comparison expenses.

5. Discussion: Stephanie Egger asked committee if August meeting could be changed to start at 7:00pm and it was confirmed fine. Jessica Baim to update website, and flyers with new start time of 7:00 pm for August 2021 Budget meeting. Jessica Baim asked Michael Strausbaugh if anything was located on approved spending items for the ARPA grant. Michael Strausbaugh indicated he located that the ARPA could be used for computer upgrades since we update the website. Jessica Baim informed that the next computer up for the upgrade is not the one used for the website. Michael Strausbaugh also found that IT items such as installation of cameras in the boardroom would qualify which was located on the PSATS website under the Q&A section. Michael Strausbaugh will forward what he locates to Jessica Baim or Stephanie Egger. Jessica Baim informed she will also research and provide to the Board of Supervisors for review.

Adjournment

Motion to adjourn was made by Ronald L. Weidner and second by Timothy D. Beard, III. ***The vote was unanimous to adjourn.***

We adjourned at 8:10 PM.



Respectfully submitted

Jessica Baim, Assistant Secretary