

**TOWN OF SOUTH BETHANY**  
**BUDGET AND FINANCE COMMITTEE MEETING MINUTES**  
**March 3, 2022, 9:00am**

**Attendance**

Treasurer and Chair, Randy Bartholomew, Committee Members, Don Boteler, Steve Farrow, Finance Director Renee McDorman, Town Manager Maureen Hartman and Robert Gensler. Participating remotely, Colin Chasler, and Joe Mormando

**Review of Town Purchasing Policy**

The Town Manager and Finance Director asked the Committee to review the current Town Purchasing Policy. Both felt that the policy should be updated to include increasing the purchasing authority to \$3,000 for open market purchases and wording the bidding requirements to be in alignment with the State of Delaware. The Town Manager and Finance Director also requested additional procedural changes to bring the policy current with other Town policies and procedures. Committee agreed with the changes.

**FY 2023 Budget Review/Operating/Capital**

The Finance Director presented the final draft of FY 2023 Operating and Capital Budget for review. The Committee did not recommend any changes on the Operating Budget. All agreed on the Capital budget the expenditures were fine and within scope. The Committee suggested updating the Capital budget sheet and include explanations on the usage of the ARPA (American Recovery Public Act) and the Sussex County Grant excess Transfer Tax monies. The Committee agreed everything else was ready for presentation to Town Council for final approval.

**Adjournment**

The meeting adjourned at 10:07 a.m.