

Board of Audit Town Board Meeting
Special Meeting 6:30 p.m.
Monday, February 22, 2021
12165 Hancock Street



Attending in person, Twp Chair Brian Kolbinger , Twp Vice Chair Brad Wilkening, Twp, Twp Supervisor Luke Babler, Supervisor Robin Boros, Twp Supervisor Joe Danielson, Twp Clerk Lucinda Messman, Twp Treasurer Tanya Danielson, Twp Deputy Clerk Fran Seeley

No others in attendance

Tuesday, April 7, 2020 The Becker Town Board passed Resolution 2020-15: A Resolution Establishing the Ability Conduct Open Meetings by Telephone. The Town Board of Becker Township, Sherburne County, Minnesota, will utilize teleconferencing as requested so long as a health pandemic exists or a peacetime emergency is declared under Minn. Stat. Ch. 12. This meeting was held both in person and utilizing a remote system.

Meeting called to order at 6:30 p.m..

Supervisors selected the following receipts to see original records and check clerk and treasurer financials for accuracy:

- Receipt 241290 for a Driveway Permit \$ 110.00
- Receipt 241367 for Permit 20-213 162.00
- Receipt 241358 for Permit 20-156 86.00
- Receipt 241459 for Permit 20-329 162.00
- Receipt 241201 for 2 Assessment Searches 10.00

and disbursements:

- Check 15051 for 185th Ave SE overlay \$ 319,189.57
- Disbursement PO 1225 for election judge meals 105.15
- Check 14728 for Auditing services 11,000.00
- Check 14526 for escrow refund 859.45
- Check 14499 for Becker Fire Relief 6,000.00
- Check 14759 for auditing services 2,200.00

After reviewing the above documentation, the board asked about balance to the bank account. The balancing is still off by \$12.59 since making the adjustments as directed by the Auditors last year and due to multiple returns/exchanges this year. It is not obvious at this time as the clerk and treasurer show the same disbursements. The clerk's receipts are off by \$ 0.59 from the treasurer. Clerk reports the records have been reviewed and it is believed to be a data entry error. Otherwise the records match and they both balance with each other and are off \$12.59 with the bank. Discussion of how much time should be spent looking for this figure.

Motion to make an adjustment to the record to match with bank statement by Wilkening. Second by Boros. Motion carried, all voting in favor.

Motion for the clerk to make the additional \$ 0.59 transaction to balance receipts by Wilkening. Second by Danielson. Motion carried, all voting in favor.

Treasurer presented fund balance report and the receipts register and disbursement for posting prior to the annual meeting.

Clerk presented the report of funds received from the county auditor in 2020.

Levy recommendations discussed for 2022.

General Fund – leave as is for next year.

Road and bridge – much discussion

- Population is increasing, increasing traffic on roads
- Increases in oil prices and diesel fuel impact asphalt costs
- CIP is now being used and planning is getting better
- If increase, keep in mind that as population increases, the bill is spread out more
- Two roads were dropped off for work this year – moving them out a few years due to concerns over price increases and various other factors
- Maintenance needs to continue
- Board has no desire to use bonding or assessing to make sure road work and maintenance gets completed. Therefore the township will need to continue to make smaller increases.
- CIP is helping get back on track of taking care of roads.
- Recommendation is to increase from 950,000 to 1,000,000 for roads.

Fire Fund and Town Hall funds to remain the same. Fire fund will need to increase next year as we continue to use up surplus from years back.

Levy recommendation as follows:

General Fund	175,000
Road and Bridge Fund	1,000,000
Fire Fund	100,000
Town Hall Fund	15,000
<u>Recommended Levy 2022</u>	<u>1,290,000</u>

Meeting adjourned 6:53 p.m.



Brian Kolbinger, Chair



Lucinda Messman, Clerk