

MINUTES

State of Minnesota

County of Chisago

Town of Franconia

The Franconia Town Board met for a special meeting for the Board of Audit on February 14, 2015, at the Franconia Town Hall with the following present: Supervisors: Kevin Rochel, Dennis Gustafson, Jim Birkholz, Missy Glenna, Clerk, and Karen Anderson, Treasurer.

The meeting was called to order by Jim at 9:13a.m. The pledge of allegiance was said.

Dennis motioned to accept the agenda. Kevin seconded the motion; motion carried 3-0.

Missy read the 2013 Board of Audit minutes.

Treasurer, Karen Anderson distributed the report:

- The record of the Clerk and Treasurer for 2014 was reviewed.
- The 2014 Cash Control statement was distributed and discussed.
- Dennis motioned to accept the Treasurer's report. Kevin seconded the motion; motion carried 3-0.
- Jim motioned to accept the Clerk's Cash Control Statement ending balances are equal to the Treasurer's. The Clerk notes that there is a .04 difference in savings interest distribution because of a glitch in entering savings interest. This will be rectified in the beginning balances for 2015. Kevin seconded the motion; motion carried 3-0.
- All County checks received were verified from receipt to bank deposit. They were receipt #400861, 400867, 400871, 400890, 400891, and 400918.
- Receipt #400880 for \$6,000.00, #400917 for \$6,672.35, and #400877 for \$1,740.00 were verified from receipt to bank deposit.
- An Audit of Claims and Disbursements was processed with claims #11641, #11680, and BankPay83. See attached documentation.
- Voided checks #11449 and 11651 were verified as voided.
- Conflict of Interest forms were signed by the supervisors.
- Kevin motioned to accept and certify the audit as complete. Dennis seconded the motion; motion carried 3-0.

Kevin motioned to adjourn the meeting at 12:19pm. Dennis seconded the motion; motion carried 3-0.

Respectfully Submitted,

Melissa (Missy) Glenna, Franconia Township Clerk