

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 4, 2017, at the Franconia Town Hall with the following present: Supervisors: Kevin Rochel, Dennis Gustafson, John Bruno, Melissa (Missy) Glenna, Clerk, and Karen Anderson, Treasurer.

The meeting was called to order by Dennis at 9:08a.m. The pledge of allegiance was waived.

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

Missy presented the 2016 Board of Audit minutes. Dennis approved the 2016 Board of Audit minutes. John seconded the motion; motion carried 3-0.

Treasurer, Karen Anderson distributed the report:

- The record of the Clerk and Treasurer for 2016 was reviewed.
- The 2016 Cash Control statement was distributed and discussed.
- Kevin motioned to accept the Treasurer's report with the correction that the Security State Marine Bank savings contains the General Fund and Road and Bridge Fund and the Midwest One savings contains the Blacktopping Fund and the Shafer Franconia Fire Fund. John seconded the motion; motion carried 3-0.
- John motioned to accept the Clerk's Cash Control Statement ending balances are equal to the Treasurer's. Dennis seconded the motion; motion carried 3-0.
- All County checks received were verified from receipt to bank deposit. They were receipt #401008, 401012, 401019, 401021, 401040, 401051, 401056, 401071, 401072, 401088.
- Receipt #401007 for \$848.04, #401092 for \$7328.51, and #401062 for \$10,670.00 were verified from receipt to bank deposit.
- An Audit of Claims and Disbursements was processed with claims #12091 for \$5,024.00, #12076 for \$2,006.86, and #11972 for \$1313.68. See attached documentation.
- Voided checks #11946, 12009, 12010, 12046, 12047, 12101-12109, 12111, 12117, 12119, 12121, 12122, 12126, 12127, 12191, 12210 & 12211 were verified as voided.
- Conflict of Interest forms were signed by the supervisors.
- Dennis motioned to accept and certify the audit as complete. John seconded the motion; motion carried 3-0.

Dennis motioned to adjourn the meeting at 11:02pm. Kevin seconded the motion; motion carried 3-0.

Respectfully Submitted,

Melissa (Missy) Glenna, Franconia Township Clerk