

MINUTES

March 3 2018

State of Minnesota

County of Chisago

Town of Franconia

The Franconia Town Board met for a special meeting for the Board of Audit on March 3, 2018, 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 9:30a.m. The pledge of allegiance was said.

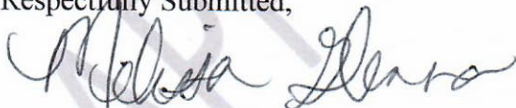
Dennis motioned to accept the agenda. John seconded the motion; motion carried 3-0.

Treasurer, Karen Anderson distributed the report:

- The record of the Clerk and Treasurer for 2017 was reviewed.
- The 2017 Cash Control statement was distributed and discussed.
- Dennis motioned to accept the Treasurer's report. John seconded the motion; motion carried 3-0.
- Dennis motioned to accept the Clerk's Cash Control Statement ending balances are equal to the Treasurer's. John seconded the motion; motion carried 3-0.
- All County checks received were verified from receipt to bank deposit.
- Receipts verified were receipt #401105, #401159, #401185 from receipt to bank deposit.
- An Audit of Claims and Disbursements was processed with claims #276 for \$156.00, #268 for \$1,754.86, and #269 for \$318.05 and checks #12224 for \$2,143.18, #12293 for \$1,707.82, and #12319 for \$70.16. See attached documentation.
- Voided checks #12239, 12243, 12252, 12253, 12271, 12271, 12370 were verified as voided.
- Conflict of Interest forms will be signed by the supervisors at the March 12, 2018, meeting.
- Dennis motioned to accept and certify the audit as complete. Kevin seconded the motion; motion carried 3-0.

Dennis motioned to adjourn the meeting at 11:05am. John seconded the motion; motion carried 3-0.

Respectfully Submitted,



Melissa (Missy) Glenna,

Franconia Township Clerk