

Franconia Township

2023 Annual Audit and 2025 Budget Meeting

Saturday, March 2, 2024

Franconia Town Hall 25156 St. Croix Trail. N. Shafer, MN 55074

Town Board Members Present

Owen Kuhnly – Chairman
Sonny Sparby – Vice Chair
Chuck Fitzer – Clerk
Karen Anderson – Treasurer

Others Present

None

Call to Order:

Chairman Owen Kuhnly called the Franconia 2023 Year-End meeting to order at 9:00 a.m.

The Pledge of Allegiance was waived.

Motion made by Sonny Sparby to approve the agenda as amended, seconded by Owen Kuhnly. Motion carried.

Motion made by Sonny Sparby to approve the 2023 Annual Audit and Budget meeting minutes, seconded by Owen Kuhnly. Motion carried.

Treasurer's Reports:

Treasurer Karen Anderson indicated as of December 31, 2023 there is a checking account balance of \$888,361.88 and saving/investment balance of \$1,805,593.59 for a total balance of \$2,693,955.47 Claim numbers used were 1853 through 2131. Receipt numbers were 401496 through 401500 and 163001 through 163086. There was one voided receipt, number 163003. Disbursement check numbers were 13716 through 13952 and BankPay758 through BankPay855. Voided checks was number 13804. Outstanding checks totaled - \$2,272.34. Indebtedness balance as of 12/31/2022 is \$495,000. Motion made by Sonny Sparby to accept the Treasurer's report, Seconded by Owen Kuhnly. Motion carried.

Motion made by Sonny Sparby to adjourn the 2023 year-end meeting and seconded by Owen Kuhnly Motion carried. Meeting adjourned at 9:29 a.m.

Chairman Owen Kuhnly called the audit and budget meeting to order at 9:33 a.m.

Treasurer Karen Anderson presented the Board with an audit procedure and format agenda. The 2023 CTAS books have been closed and all the 2023 CTAS financial reports have been printed. The Board was presented with a list of the checks receipt from Chisago County for spot checking, a copy of the receipt register and disbursement register.

Receipt County Income - 401498 2022 Short settlement \$15,661.02; 163004 Township road fund \$31,751.00; 163005 2022 share aggregate tax \$23,092.52; 163014 2022 share F911 600.00; 163041 1st half of property taxes \$470,116.45; 163063 Hometown Internet ARPA grant \$200,000.00; 163072 Property Taxes payment #2 \$389,014.20. No issues found.

Receipt Spot Check (minimum 3 receipts) – Receipt #'s TRF030623 Transfer gambling funds to SFFR Equipment & Gambling savings \$80,000.00; 163056 CD interest for \$1,440.97; 163035 claim for ECE damage to equipment in November 2022 \$2,076.06. 163037 Reimbursement of ECE incident Ch#005357 date 06/06/2023 \$6,500.62; 163034 deposit cash used for recycle day \$100.00. No issues found. No voided receipts were spot checked.

Disbursement Spot Check – #13861 Valley Paving – Bituminous projects – 260th, 280th, Quinlan (Between Pleasant Valley and 280th) and Que \$60,902.03; #13866 – H & R Construction Company – Franconia Twp cable GR replacement Franconia Trail 5% retainage \$1,249.50; #13852 – Bluhm Construction Inc – 50% street repairs 240th Street – 2 areas 13'x20', 6th area added 13'x25' – 50% \$10,487.50. No issues found.

Voided checks – No voided checks were spot checked.

MAT Checklist – Board completed the MAT checklist without incident.

General Overview and Recommendations – None.

Motion made by Sonny Sparby to adjourn the 2023 audit meeting at 10:38 a.m., seconded by Owen Kuhnly. Motion carried.

2025 BUDGET AND LEVY MEETING

Chairman Owen Kuhnly called the budget/levy meeting to order at 10:39 a.m.

Set 2024 Budget/Levy

Proposed 2024 budget/levy - General Fund - \$70,000.00; Equipment Fund - \$30,000.00; Fire Fund - \$50,000.00; Road Maintenance Fund - \$20,000.00; Road & Bridge Fund - \$470,000.00; Blacktopping Fund - \$150,000.00; Shafer Franconia Fire Truck & Building Fund - \$30,000.00; Township Hall Building & Maintenance Levy - \$75,000.00 for a total 2025 levy of \$895,000.00. This is a 3% increase to the 2024 levy. A motion to present the citizens at the annual meeting the proposed 2025 levy was made by Owen Kuhnly and seconded by Sonny Sparby. Motion carried.

Set 2024 Audit Meeting

Sonny Sparby made a motion to set the date for the 2024 audit and budget meeting as Saturday March 1, 2025 at 9:00 a.m. at the Franconia Town Hall, seconded by Owen Kuhnly. Motion carried.

Annual Meeting reports – Engineer Jake Guzik will provide a report on the 2023 maintenance projects. Maintenance Supervisor Lee Cartier will report on the 2023 maintenance and projects.

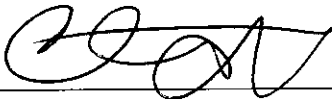
New Projects - Engineer Jake Guzik will have a five-year plan for the Annual Meeting.

Other Business – Treasurer Karen Anderson will issue a check to MAT to pay for Clerk Chuck Fitzer to go to MAT school. Clerk Chuck Fitzer was directed to put the Que Avenue driveway issue on the agenda for the next regular board meeting.

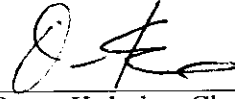
Motion made by Sonny Sparby and seconded by Owen Kuhnly to adjourn the 2025 Levey and Budget meeting. Motion carried.

Meeting adjourned at 11:25 a.m.

Respectfully Submitted,



Chuck Fitzer, Clerk



Owen Kuhnly - Chairman