

**SMITHFIELD TOWNSHIP BOARD OF AUDITORS
ANNUAL REORGANIZATION MEETING – JANUARY 3, 2018 – 5:00 P.M.**

MINUTES

The Supervisors rate of pay has been set by the Elected Auditors at an hourly rate; however the amount of hours allowed by each Supervisor is contested by the Board of Supervisors as it beyond the authority of the Elected Auditors to do so. Please refer to Solicitor Ronald Karasek’s comment under “set Supervisor’s hours” that the Elected Auditors are not allowed to set the amount of hours for the Supervisors.

The Smithfield Township Board of Auditors held their Annual Reorganizational Meeting on January 3, 2018 at 5:00 P.M. at the Township Municipal Center.

Present were: Judith Moeller; Kathleen White; Rose Marie Davis;

Also present were Brian E. Barrett (Township Supervisor); Ronold Karasek (Township Solicitor); Lois J. Turr (Administrative Secretary).

Judith Moeller called the meeting to order at 5:12 P.M. with the Pledge of Allegiance to the Flag.

A motion was made by Mrs. Moeller to approve the minutes of the Meetings held on January 4, 2017; June 22, 2017 with Attachments and November 8, 2017 as written; second by Ms. White; motion carried.

Ms. White made a motion to elect Ms. Davis as Temporary Chairman; second by Mrs. Moeller; motion carried.

ELECTION OF OFFICER:

CHAIRMAN: Judith Moeller; Motion by Ms. Davis; Mrs. Moeller accepted; second by Ms. White; motion carried.

VICE-CHAIRMAN: Rose Marie Davis; Motion made by Mrs. Moeller; Ms. Davis accepted; second by Ms. White; motion carried.

SECRETARY: Kathleen White: Motion was made by Ms. Davis; Ms. White accepted; second by Mrs. Moeller; motion carried.

A motion was made by Mrs. Moeller to close the ballot; second by Ms. White; motion carried.

NEW BUSINESS:

SET SUPERVISORS RATE OF PAY:

**Brian E. Barrett – Secretary - \$21.02/Hr.
Lee Bower – Operations Manager - \$20.46/Hr.
Robert Lovenheim – Assistant Secretary - \$19.28/Hr.**

A motion was made by Ms. White to approve the rate of pay for Brian E. Barrett; Lee Bower; Robert Lovenheim; second by Ms. Davis; motion carried.

Set Supervisors Hours:

Brian E. Barrett – 30 Hours per week with a cap of 60 Hours per pay to also include a time sheet, description and hours. A motion was made by Mrs. Moeller; second by Ms. White; motion carried.

Lee Bower – 20 Hours per week with a cap of 40 Hours per pay to also include a time sheet, description and hours. A motion made by Mrs. Moeller; second by Ms. White; motion carried.

Robert Lovenheim – 20 Hours per week with a cap of 40 Hours per pay to also include a time sheet, description and hours. A motion was made by Mrs. Moeller; second by Ms. White; motion carried.

Ronald Karasek commented that the Audits are not allowed to set hours that Supervisors can work. They are only allowed to set the rate of pay.

A motion was made by Mrs. Moeller to approve the Treasurer Bond in the amount of \$3,000,000.00; second by Ms. White; motion carried.

Ms. White made a motion for the mileage reimbursement of elected and appointed Township Officials and Township Employees in accordance with the IRS Published Rate of \$0.545 per mile; second by Ms. Davis; motion carried.

A motion was made by Ms. White to accept the 2016 Audit as prepared by Kirk, Summa & Co. LLP; second by Mrs. Moeller; motion carried.

Respectfully submitted:

**Lois J. Turr
Administrative Secretary
Smithfield Township**