

LOWER SALFORD TOWNSHIP
BOARD OF AUDITORS
MINUTES
January 5, 2021
Meeting Via Zoom

Township Manager Joseph Czajkowski called the annual meeting of the Board of Auditors to order at 2:30 p.m. Those present included Auditors Dr. John Nase, Andrea Dauphinee and John Kearns.

The first order of business was a review of the minutes from the January 7, 2020, Board of Auditors Meeting. Dr. Nase moved to approve the minutes as submitted. Mrs. Dauphinee seconded the motion. The minutes were approved unanimously.

Mr. Czajkowski then reviewed the current terms of office as follows:

- Dr. John Nase– term expires 12/31/25
- John Kearns – term expires 12/31/23
- Andrea Dauphinee – term expires 12/31/21

No members of the general public were present for this publicly advertised meeting and the next agenda item, the election of officers for the calendar year 2021, was then addressed. Mrs. Dauphinee made a motion to nominate Dr. John Nase to serve as Chairman for 2021. Mr. Kearns seconded this motion and it was passed unanimously. Dr. Nase then nominated Andrea Dauphinee to serve as Vice Chairman. Mr. Kearns seconded the motion and it passed unanimously.

Mrs. Dauphinee moved to approve the treasurer’s bond in the amount of \$3,500,000. Mr. Kearns seconded the motion. The bond amount was approved unanimously. Dr. Nase asked that the Board of Supervisors review the amount of the bond yearly to ensure it provides adequate coverage.

Mr. Czajkowski reported that Maillie, LLP was re-appointed independent auditors, by the Board of Supervisors, for the audit of the 2020 Township accounts. Their services would include the filing of a report with the Commonwealth Department of Community and Economic Development no later than March 31. This ensures a timely payment of the Township’s gasoline tax allocation in April. The Board asked the Manager to recommend to the Independent Auditors to complete their work by the end of May. Mr. Czajkowski noted Mallie has always completed the audit by April. A meeting will be scheduled by the end of June. Dr. Nase asked that the auditors be prepared to provide a brief overview of the document.

There being no additional business, Dr. Nase made a motion to adjourn at 2:49 p.m. Mrs. Dauphinee seconded, and it was so ordered.

Respectfully submitted,

Joseph S. Czajkowski
Township Manager