

Minutes of the Auditors Meeting
Wrightstown Township
Wrightstown, Pennsylvania
January 7, 2020

The reorganization meeting of the Wrightstown Township Auditors was called to order at 7:30 p.m. on January 7, 2020. The meeting was held in the Township building. Auditors in attendance were Marianne Pugh and David DelBianco. Keith Daniels joined by telephone.

Pugh was elected Chair after a motion was made by DelBianco and seconded by Daniels. Delbianco was elected Secretary after a motion was made by Daniels and seconded by DelBianco.

The Auditors approved the following, for maximum pay scale:

- Maximum Pay Scale for Code Enforcement Clerk raised 2.1% to include actual new 2020 approval salary for the Code Enforcement Clerk, which is higher.
- Maximum Pay Scale for Road Department Foreman raised 2.1% to include actual new 2020 approval salary for the Road Department Foreman, which is higher.

The Auditors also approved the following:

- \$5,000,000 bond for Township Treasurer, subject to change during the year if significant changes occur in cash balances held by the Township.
- 2020 Township employee salaries, hourly rates and vacation allowances specified in Resolution 2020-001.
- Mileage reimbursement at IRS approved rate for year.
- Continued use of First National Bank of Newtown, PLGIT, TD Bank, and Harris Bank of Montreal as depositories, given that no single non-PLGIT account balance exceeds FDIC insurance limits.

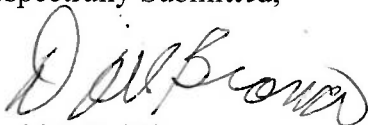
The auditors agreed to request a letter from the Township Solicitor summarizing pending or threatened litigation against the township and any asserted claims at December 31, 2019.

The auditors will review unpaid sick pay for an accrual as of year-end since such accrued amount represents legally binding obligation of Township at 12/31/19.

The audit will begin with the standard review of the past year's Board of Supervisor minutes, review of bank account and loan reconciliations, and a review of expenditures.

There being no further business to discuss, the meeting was adjourned at 8:00 p.m.

Respectfully Submitted,



David J. DelBianco
Acting Secretary