

Minutes of the Auditors Meeting
Wrightstown Township
Wrightstown, Pennsylvania
January 4, 2023

The reorganization meeting of the Wrightstown Township Auditor was called to order at 7:30 p.m. on January 4, 2023. The meeting was held at Township Building with Township Manager, Stacey Mulholland, and Auditors Dave DelBianco, Jackie Pell, and Keith Daniels attended via Zoom.

DelBianco was elected Chair after a motion was made by Daniels and seconded by Pell. Pell was elected Secretary after 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 to include actual new 2023 approval salary for Code Enforcement Clerk, which is higher.
- Maximum Pay Scale for Road Department Foreman raised to include actual new 2023 approval salary for the Road Department Froman, which is higher.

The Auditors also approved the following:

- \$5000,000 bond for Township Treasurer, subject to change during the year if significant changes occur in cash balances held by the Township.
- 2023 Township employee salaries, hourly rates and vacation allowances specified in Resolution 2023.
- 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 as of the response of the letter.

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

The audit will begin with a selected review of 2023 Board of Supervisor minutes, bank account and loan reconciliation, and revenues and expenditures.

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There being no further business to discuss, the meeting was adjourned at 7:50 p.m.

Respectfully submitted,

Jacqueline Pell

Acting Secretary