

Minutes of the Auditors Meeting
Wrightstown Township
Wrightstown, Pennsylvania
January 3, 2024

The reorganization meeting of the Wrightstown Township Auditors was called to order at 7:30 p.m. on January 3, 2024. The meeting was held in the Township building. Auditors in attendance were David DelBianco, with Keith Daniels attending via Zoom. Jacqueline Pell was not in attendance.

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

The Auditors approved the following, subject to a new or revised resolution correcting the figures for maximum pay scale:

- Maximum Pay Scale for Code Enforcement Clerk raised to include actual new 2024 approval salary for the Code Enforcement Clerk, which is higher.
- Maximum Pay Scale for Road Department Foreman raised to include actual new 2024 approval salary for the Road Department Foreman, which is higher.

The Auditors also ratified 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.
- 2024 Township employee salaries, hourly rates and vacation allowances specified in Resolution 2024-001.
- Mileage reimbursement at IRS approved rate of \$0.67 per mile.
- Continued use of First National Bank of Newtown, PLGIT and TD Bank as depositories for the Township, 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, 2023.

The audit will begin with the standard review of the 2023 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 8:30 p.m.

Respectfully Submitted,


David J. DelBianco
Acting Secretary