

**NORTH CORNWALL TOWNSHIP  
BOARD OF AUDITORS**

Reorganization Meeting Minutes  
Held January 31, 2013 at 5:30PM

The North Cornwall Township Board of Auditors held their annual reorganization meeting on January 31, 2013 at 5:30PM at the Township offices located at 320 South 18<sup>th</sup> Street, Lebanon, PA 17042 as required by state statute. The meeting was duly advertised and properly posted in accordance with the guidelines.

The meeting was opened at 5:30PM.

In attendance was R. Scot Feeman, John Salahub, and Robin L. Getz, Township Manager.

Also in attendance was Township resident, Miss Feeman.

The first point of business was to set the slate of officers for the 2013 year. Mr. Salahub made the motion to appoint Mr. Feeman as Chairman. Mr. Feeman seconded the motion. Vote was unanimous.

Mr. Feeman made motion to appoint Mr. Salahub as Vice-Chairman. Mr. Salahub seconded the motion with all voting in favor.

Following a brief discussion, Mr. Feeman made motion to appoint Mr. Salahub and Mr. Feeman as the temporary secretary until such time as a third member is appointed to the Board during this calendar year. Mr. Salahub seconded the motion with all voting in favor. This concluded this segment of business.

The minutes of the January 4, 2011 were presented for consideration and approved on motion of Mr. Feeman seconded by Mr. Salahub with all voting in favor.

The Auditors then reviewed the listing of recommendations made by the Board of Supervisors at their reorganization meeting held January 7, 2013. Those actions are as follow:

1. Appointment was made for Kip Kelly to serve as the Treasurer at no compensation. Bonding amount is recommended at \$1,000,000.00
2. Appointment was made for Robin L. Getz to serve as the Secretary at no compensation.

3. It is accepted that the roadmaster position will not be held by an elected official, but by an hourly employee and it was approved that an hourly rate of \$22.28 would be paid to any Supervisor working in an emergency capacity such as snow removal.
4. Action was taken by the Board of Supervisors to engage the firm of Reinsel Kuntz Leshner LLP., to conduct the audit of the 2012 financial records at a rate not to exceed \$12,500.00. (no action required by the Board of Auditors) .
5. Action was taken by the Board of Supervisors to recommend the eligible mileage reimbursement rate for employees attending bona fide Township related functions be set in accordance with the PA IRS rate of \$.56.5 cents per mile when using their personal vehicles.

By individual motion of each item as listed by Mr. Salahub, Seconded by Mr. Feeman will all voting in favor the five items listed were approved.

The audit statements for the 2011 audit were provided to the members.

There was no public comment.

With no further business to come before the Board, by motion of Mr. Feeman, seconded by Mr. Salahub the meeting concluded at 5:35PM. Vote was unanimous

Respectfully submitted,

Scot Feeman/John Salahub, Temporary Secretary  
North Cornwall Township  
Board of Auditors

rlg