

# **NORTH CORNWALL TOWNSHIP BOARD OF ELECTED AUDITORS**

Reorganization Meeting Minutes  
January 3, 2024 at 6:00 PM

The North Cornwall Township Board of Elected Auditors held their annual organization meeting on January 3, 2024, at 6:00 PM at the Township offices located at 330 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 6:00 P.M.

In attendance: Elected Auditors Kathryn Conrad, David Haller, Justin Thompson, Assistant Township Manager/Secretary, and Shawna Urban, Administrative Assistant.

The first point of business was to set the slate of officers for the 2024 year. David Haller made the motion to appoint Kathryn Conrad as Chairman, seconded by Ms. Conrad. Ms. Conrad made the motion to appoint David Haller as Vice-Chairman, seconded by Mr. Haller. Votes were unanimous.

Ms. Conrad made a motion to approve the February 21, 2023, meeting minutes. Mr. Haller seconded the motion with all voting in favor.

The Auditors then reviewed the following list of recommendations made by the Board of Supervisors at their reorganization meeting held January 2, 2024:

- Action was taken that the Road Master position will not be held by an elected official, but by the hourly employee, the Township's Highway Foreman, and recommend to the North Cornwall Township Board of Auditors, that any Supervisor working in an emergency capacity would be paid at the same hourly rate of the Township's Highway Foreman.
- Action was taken by the Board of Supervisors to recommend to the North Cornwall Township Board of Auditors, that the Treasurer's Bond limit be set in the amount of \$1,000,000.00.
- Action was taken by the Board of Supervisors to recommend compensation to all Township non-uniform employees and agents that attend approved seminars, workshops, etc. at their normal hourly rate and if a personal vehicle is used for traveling, mileage will be paid at the established 2024 IRS standard mileage rate.

Mr. Haller made a motion to accept all recommendations. Ms. Conrad seconded the motion with all voting in favor. There was no public comment.

With no further business to come before the Board, by motion of Ms. Conrad, to adjourn. Seconded by Mr. Haller. The meeting concluded at 6:04 PM.

Submitted by,  
Justin Thompson,  
Secretary  
North Cornwall Township