

New Haven Township

OLMSTED COUNTY, MINNESOTA — ORGANIZED IN 1858
PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET
9024 COUNTY ROAD 3 NW, ORONOCO, MN 55960

Board of Audit Meeting February 14, 2017

The Town Board met as the Board of Audit to review the financial records for the year 2016 kept by Treasurer Bob Figy and Clerk Dale Thomforde. The Pledge of Allegiance was recited and the Board of Audit meeting of the New Haven Town Board was called to order at about 5:30 PM by Chair Mary Andrist. Quorum requirements were met with Supervisor Denny Beyer and Supervisor Brian Hervey also present. Also in attendance were Treasurer Bob Figy and Clerk Dale Thomforde.

The Board agreed that an audit of random disbursements, a selection of two claims from each month, would adequately represent the attention to detail and accounting practice for the township. The combined account of the General Fund/Road and Bridge Fund and the Planning and Zoning fund were audited in this manner. Each disbursement was matched to the claim receipt, check number, amount, payee, and month.

MONTH	DISBURSEMENT 1	DISBURSEMENT 2
JANUARY	3654 ✓	3656 ✓
FEBRUARY	20265 ✓	3664 ✓
MARCH	20268 ✓	3669 ✓
APRIL	3674 ✓	3680 ✓
MAY	20279 ✓	3690 ✓
JUNE	3697 ✓	3701 ✓
JULY	3710 ✓	3715 ✓
AUGUST	3720 ✓	3725 ✓
SEPTEMBER	3736 ✓	3742 ✓
OCTOBER	3748 ✓	3750 ✓
NOVEMBER	3755 ✓	3757 ✓
DECEMBER	3767 ✓	3776 ✓

No anomalies were noted and the records appeared to be in order. Clerk Thomforde stated that the (City and Township Accounting System) CTAS balances matched every month with the bank statements.

Thomforde presented a 7-page New Haven Township Financial Summary for the fiscal year 2016 which will be distributed at the Annual Meeting. The first 6-pages are an annotated summary of revenues, expenditures, funds from CTAS, and includes the information that is

submitted to the Minnesota State Auditor. The last page is a financial summary of the bank accounts and levies for the last three years. After adjusting for the prepurchase of rock crushing, the Township came in \$14,461.32 under the budget set in early 2016.

Beyer made a motion that the audit is complete and accurate and to approve the financial summary, seconded by Andrist. The motion carried 3-0. All present signed the sheet stating that they had reviewed the New Haven Township Financial Summary. This summary will be posted on the website by the Clerk along with the Board of Audit minutes and distributed at the March Annual Town meeting.

Chair Andrist adjourned the meeting at about 5:56 PM.

Approved by the Board,

Attest,

Date:

Date:

Mary Andrist – Chair
For the New Haven Town Board

Dale J. Thomforde
New Haven Township Clerk