

New Haven Township

OLMSTED COUNTY, MINNESOTA — EST. 1858

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9024 COUNTY ROAD 3 NW, ORONOCO, MN 55960

Board of Audit Meeting February 11, 2020

The Town Board met as the Board of Audit to review the financial records for the year 2019 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 5:40 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.

Chair Andrist made a motion that an audit of random disbursements, a selection of a minimum of two claims from each month, would adequately represent the attention to detail and accounting practice for the township, matching each disbursement to the claim receipt, check number, amount, payee, and month. The motion was seconded by Hervey. The motion carried 3-0.

The following disbursements were audited:

MONTH	DISBURSEMENT 1	DISBURSEMENT 2
JANUARY	4029 ✓	4031 ✓
FEBRUARY	20421 ✓	4043 ✓
MARCH	4051 ✓	4055 ✓
APRIL	20427 ✓	4057 ✓
MAY	4071 ✓	4074 ✓
JUNE	20436 ✓	4085 ✓
JULY	4092 ✓	4097 ✓
AUGUST	4100 ✓	4101 ✓
SEPTEMBER	20449 ✓	4105 ✓
OCTOBER	20454 ✓	4110 ✓
NOVEMBER	20459 ✓	1027 ✓
DECEMBER	4136 ✓	1031 ✓

No anomalies were noted and the records appeared to be in order. Clerk Thomforde distributed copies of the CTAS (City and Township Accounting System) receipts ledger, listing all 2019 receipts sorted by category, and the disbursements ledger, listing all 2019 disbursements by category. No anomalies were noted in the ledgers.

A summary of the 2019 Financials was reviewed and signed.

Beyer made a motion finding that the audit is complete and accurate, seconded by Hervey. The motion carried 3-0.

Chair Andrist adjourned the meeting at about 5:52 PM.

Approved by the Board,
Date:

Attest,
Date:

[Signed copy on file]

[Signed copy on file]

Mary Andrist – Chair
For the New Haven Town Board

Dale J. Thomforde
New Haven Township Clerk