

SPECIAL SESSION HELD AT

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

95 E. Wilson Bridge Road

Held

June 28, 2019

20

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The meeting was opened in proper form at 6:00 p.m.

Roll Call:	Laura A. Kunze	Present
	John Oberle	Present
	Lindsay S. Duffey	Present
	Anthony E. Palmer	Present
	Fiscal Officer	

Pledge of Allegiance

Guest Speakers: None

Attendance: Police Chief Donald Schwind, Road Superintendent

Residents: Bill Ash

Approval of Agenda

Lindsay Duffey moved to approve the agenda, which was for the approval of the submittal letter for the 2017-2018 audit of Sharon Township. The motion was seconded by John Oberle, noting that the agenda for a special meeting cannot be amended. The motion carried.

TRUSTEES

New Business

Approval of the Submittal Letter for the 2017-2018 Audit of Sharon Township

Anthony Palmer told the Board that the auditors provided a draft audit report for the audit of the Township for 2017 and 2018. The auditors' draft report contained several items for correction. The most notable item was a finding by the auditors of an improper fund balance adjustment of over \$62,000 in 2017 from the Fire District to the General Fund. The auditors told Anthony Palmer that a correction would be required.

Mr. Palmer informed the Board that the auditors must receive by June 30 a signed response from the Township acknowledging receipt of the audit report and findings. In order to meet the deadline, the Board held a special meeting. The auditors invited the Board and the Fiscal Officer to participate in an exit conference to review the findings in the audit report. The Fiscal Officer and all members of the Board expressed an interest in having an exit conference.

John Oberle told the Board that he had no knowledge of the fund balance adjustment at issue in 2017. He reviewed the Board's meeting minutes for 2017 and 2018 and found no mention of the adjustment.

Chief Schwind delivered a letter from the Township to former fiscal officer John O'Keeffe, who was in office in 2017. In the letter, the Trustees and the Fiscal Officer asked Mr. O'Keeffe to attend the Board's June 28 special meeting to provide details regarding the 2017 fund balance adjustment so that the Board could take appropriate action with respect to the audit. Mr. O'Keeffe indicated that he did not plan to attend the meeting.

The Trustees expressed an interest in preparing a response in the submittal letter to the auditors explaining that the Board had no knowledge

**RECORD OF PROCEEDINGS
SHARON TOWNSHIP TRUSTEES**

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of the 2017 fund balance adjustment and was investigating the issue. The consensus of Trustees was that the Township wants to have an exit conference with the auditors to review the audit findings. Anthony Palmer drafted a revised statement and included it in the submittal letter.

Chair Kunze moved to approve the response in the submittal letter. Lindsay Duffey seconded the motion. The motion carried.

With the conclusion of the business for the special meeting of the Board, John Oberle moved to adjourn the special meeting. Lindsay Duffey seconded. The motion carried. The meeting adjourned at 6:40 p.m.

7-10-19

Date


Chair


Fiscal Officer