

Hollywood Township Board of Audit
Monday, February 24, 2020 7:00 PM

Present: Supervisor Bruce F., Chairman Ron Kassulker, Treasurer Mary Fillbrandt, Clerk Pam Henry-Neaton. Also present township employee Bruce Osborn.

- 1) Chair called meeting to order at 7:02 PM.
- 2) Pledge of Allegiance
- 3) Approve minutes from previous year. Bruce made motion to approve minutes from the 2019 Board of Audit meeting, seconded by Ron, MSC (3-0-0)
- 4) Inspect ledgers
 - a. Clerk's ledger – Board went over the receipts and disbursements as well as the other reports needed for the audit. Receipts are down and expenses are up for the 2019 year. There are many factors that are involved in the expenses being up for the year. Clerk Henry-Neaton asked if the township should be taking township employee Bruce O. benefits (PERA, FICA, taxes) out of Road and Bridge and not General fund. Board directed the clerk to start taking the benefits out of the Road and Bridge fund. Bruce F. made a motion to approve clerk's ledger, seconded by Ron, MSC. (2-0-0)
 - b. Treasurer's ledger – Board went over treasurer's report. Mary explained some of the costs that were on the report. Bruce made motion to approve, seconded by Ron, MSC. (2-0-0).
- 5) Approve financial report to the state auditor. Board members to sign approval. Bruce made motion to approve the report to the state auditor, seconded by Ron, MSC (2-0-0)
- 6) 2020 Budget discussion:
 - a. New Equipment – discussion was held on the new equipment, Road Groomer and Harley Rake.
- 7) Amount of Levy: Discussion was held on the levy and increases to it for 2021. The board talked about increasing the amount of gravel from 4000 to 6000 cubic yards. That would be an increase of approximately \$35,000 to the Road and Bridge. Increases were decided to be General increase from \$65,000 to \$75,000, Road and Bridge from \$140,000 to \$170,000, Capital equipment will stay the same at \$30,000 and Fire will stay at \$95,000. The board recommendation would be to increase the total level by \$40,000.
- 8) Discuss interview process for Supervisor Seat A. Clerk Henry-Neaton told the board they can still let her know if they have any questions. She will have them ready for the board the night of the meeting.
- 9) Discuss agenda for Annual meeting, Tuesday, March 10, 2020. Bruce O. had a quote from Knife River that will be added to the Annual Meeting agenda.
Discussion was held on new equipment. Board felt with the increases maybe new equipment should not be purchased.

- 10) Short classes at Hutchinson, March 25, 2020. Mary, Bruce F., Ron and Pam will attend.
Whoever is appointed to the Supervisor Seat A will also be asked if they can attend.
- 11) Bruce made motion to adjourn, seconded by Ron, MSC. 8:30 PM
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Chair Ron Kassulker

Clerk Pam Henry-Neaton