Maidencreek Township Board of Supervisors

March 22, 2021 at 10 a.m.

Attending: David Franke, Heidi Fiedler, Diane Hollenbach, Nick Bieber of Herbein CPAS and Consultants

The meeting began at 10 a.m. via Zoom. Nick Bieber reviewed the 2020 audit with a power point presentation. The township uses the modified cash basis of accounting. The audit was conducted under generally accepted auditing standards and an unmodified opinion was given which was a clean audit opinion from an independent auditor.

Revenues and expenditures were 2.6% under budget. There were savings in engineering, building repair and receptionist wages (layoff). There were significant equipment rental costs for the flood damage in August, September and October. The Blandon Fire Company basketball court project was not done. Historically, the five-year tax revenue has been stable. The two largest areas of expenditure in the General Fund are public safety at 43% and Public Works at 11%. The overall cash balance decreased by $129,000 from 2019 to 2020 which was in line with the budgeted $155,000 deficit.

Mr. Bieber reminded the township of the importance of continually revisiting and revising internal controls. The staff is small as in many municipalities which makes segregation of duties difficult. The supervisors were reminded of their oversight responsibilities. An internal risk assessment is recommended periodically to ensure no one person has custody of the assets, can authorize or approve related transactions to the assets and can record related transactions for those assets.

There were no difficulties performing the audit, proposed adjustments were minimal and there were no other reportable matters. The audit would be submitted to the Department of Economic and Community Development after the representation letter was signed and returned. Heidi Fiedler asked what the threshold (dollar amount) was for something to be reportable. There was no specific amount. David Franke confirmed that the audit was clean and there were no findings. Mr. Bieber agreed that it was a clean audit and that the staff had been cooperative.

The meeting ended at 10:23 a.m.

Diane Hollenbach