

WASHINGTON TOWNSHIP AUDITOR'S
ANNUAL RE-ORGANIZATION MEETING
January 4, 2017

The annual reorganization meeting of the Washington Township Board of Auditor's was held Wednesday, January 4, 2017. Those in attendance were: Barry Newswanger, Sal Varacalli, John Krause, Dawn Koch, Wendell Gainer and Leon Lutz.

Auditor Sal Varacalli opened the meeting with the pledge of allegiance.

ELECTION OF OFFICERS: Upon motion of Auditor Barry Newswanger, seconded by Auditor John Krause, Sal Varacalli was nominated as Chairman to the Board of Auditor's for 2017. Auditor Varacalli accepted the nomination. Motion carried.

Upon motion of Chairman Varacalli, seconded by Auditor Krause, Barry Newswanger was nominated as Vice Chairman of the Board of Auditor's for 2017. Auditor Newswanger accepted the nomination. Motion carried.

Upon motion made by Chairman Varacalli, seconded by Vice-Chairman Newswanger, Secretary Koch was nominated as Secretary to the Board of Auditors for 2017. Motion carried.

TREASURER'S BOND: Secretary Koch noted that as the Board of Supervisors was responsible for setting the amount of the Treasurer's Bond no action was needed by the Board of Auditors. Secretary Koch did note that the Board of Supervisors had set the amount of the Treasurer's Bond at \$1,000,000.00 at their annual reorganization meeting held January 3, 2017.

ANNUAL AUDIT: Secretary Koch noted that at the December 2016 meeting the Board of Supervisors had appointment Patton and Company CPAs to perform the 2016 financial audit.

SUPERVISOR'S MEETING PAY: It was noted that Supervisors' Meeting pay was set by ordinance and is currently at the maximum rate allowed by the 2nd class Township Code according to population. No action needed by the Board of Auditors.

Wendell Gainer stated that Ms. Koch is now working for the Board of Auditors, he stated that her new position within the Township is a salaried position and questioned the Board if worked performed at the Auditor's meeting was covered by her salary or at an additional compensation. Chairman Varacalli asked Secretary Koch to answer and Secretary Koch stated she did not need additional compensation.

PERSONAL VEHICLE USE: A motion made by Vice-Chairman Newswanger set the mileage reimbursement rate for township employees using their personal vehicles for township business to follow the current Federal Mileage Reimbursement rate at any time. Seconded by Auditor Krause, motion carried. It was noted that the current rate as of the auditor's meeting is \$.535 per mile.

OTHER WORK PERFORMED BY SUPERVISORS: Upon motion made by Chairman Varacalli approving benefits per the township's employee handbook for full-time working supervisors, seconded by Vice-Chairman Newswanger. Motion carried.

Wendell Gainer addressed the board regarding Lynn Brown being a working supervisor. He stated he would recommend \$24.00/hr. based on several qualifications that exceed the current position. He stated the current roadcrew rate was \$20.00/hr. and states Lynn's exhibited leadership has already begun to

January 4, 2017

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save funds, Mr. Gainer gave the example of the F550 inspection and how for years the township agreed to replace whatever the garage suggested without question, but as a heavy equipment mechanic Lynn knew that disc with hairline cracks did not need to be replaced he took it upon himself to call the garage in advance which saved close to \$700.00. Lynn has demonstrated the ability to schedule work and road maintenance. His most important ability and asset to the township is his ability to repair the heavy equipment in-house instead of sending it out. Leon Lutz stated he would like Mr. Gainer's comments documented for residents. Mr. Gainer stated he would draw up a memo outlining his list of qualification for Lynn Brown. Both Mr. Gainer and Mr. Lutz stated that other municipalities asked if Washington Township would consider a municipal agreement to borrow Lynn to work on their equipment. Auditor Barry Newswanger questioned Lynn's CDL hours requirements if he would work for another township part-time. Auditor Krause stated his concerns with Lynn working part-time for other township's, he stated if something happens within the other township because of what Lynn does, what would Washington Township liability be? Mr. Gainer stated that would be covered under a municipal agreement between townships.

Auditor Sal Varacalli stated he would like to see both Leon Lutz and Wendell Gainer's rates be increased since they have been consistently the same for the past several years. Auditor John Krause stated he believes they should be in line with surrounding townships. Mr. Gainer stated that he doesn't turn time in and if it would save money he would prefer not to change. Both Auditor Varacalli and Auditor Krause stated they were not in favor of changing one and not the other.

Upon motion of Auditor Krause, seconded by Vice-Chairman Newswanger, approving the rate increase for Leon Lutz and Wendell Gainer to \$21.50/hr. motion carried.

Vice-Chairman Newswanger stated he agreed with Mr. Gainer regarding Lynn Brown and his qualification. He stated that his only concern was that Mr. Gainer suggested \$24.00/hr. which is \$2.00/hr. higher than the roadmaster. He stated the assistant would make more per hour than the roadmaster and questioned if that would cause a conflict. Mr. Gainer stated he spoke with Roadmaster Gary Neidlinger regarding the additional salary and Mr. Neidlinger agreed due to Lynn's qualifications. Chairman Varacalli questioned the Board of Auditor as to whether they have been approached by anyone regarding this matter and if they knew of any problems. The Board stated they have not.

Upon motion of Chairman Sal Varacalli, approving the hourly rate for Lynn Brown to \$24.00/hour, seconded by Auditor Krause, motion carried.

ADJOURNMENT: There being no further business to come before the Board of Auditors of Washington Township, upon motion of Chairman Varacalli, seconded by Vice-Chairman Newswanger, carried by all, the meeting adjourned at 7:27 p.m.

Respectfully Submitted,



Dawn A. Koch, Sec. Treas.
Washington Township