

On Monday, March 2, 2015, Chairperson Greg Anderson called the Board of Audit meeting to order at 7:30 p.m. Other Supervisors present were Eugene Stoeckel, Mark Riverblood and Jim Kusler. Supervisor John Roxbury, Jr. was absent.

The Board reviewed the Annual Audit report prepared by Kern, DeWenter, Viere, Ltd. for Princeton Township for the year ending 2014. There were two material weaknesses which had been determined by the Auditors.

The findings were:

1. Preparation of Financial Statements. This finding is a weakness that shows up on the annual audit every year. The Township does not have an internal control system designed to provide for the preparation of the financial statements being audited.
2. Lack of Segregation of Accounting duties. This finding is a weakness that shows up on the annual audit every year. This is due to a limited number of office employees and the fact that the Clerk/Treasurer is a combined position.

There was also one legal compliance finding:

1. Prompt payment to vendors. Two invoices were found to have been paid beyond the 35 days required for governmental agencies. The Clerk explained that this occurred because some vendors are not timely in the dating of their invoices. In the month of March there is also an extra week of timing because of the annual meeting. The Clerk stated that she will be stamping the date on the invoices as she receives them to ensure future payments will be made on time.

The Board also noticed some errors made by the Auditors on the Audited Financial Statements.

1. Page 10, 1st paragraph under Revenues, Expenditures and Expenses. The collecting agency is listed as Pine County and it should be Mille Lacs County.
2. Page 14, 1st paragraph under Capital Leases. The semiannual payments were listed as rental payment when they should be lease payments.

The Clerk stated that she would contact the Auditors regarding both issues and have them correct the errors.

A motion was made by Mark Riverblood and seconded by Eugene Stoeckel to accept the 2014 Audit and Financial Statements as submitted. Motion carried.

A motion was made by Eugene Stoeckel and seconded by Mark Riverblood to adjourn the meeting at 7:34 p.m. Motion carried.

Respectfully submitted,

Connie Wubben
Clerk/Treasurer

Attendees: none