

**SHAMROCK TOWNSHIP
BOARD OF AUDIT/BUDGET MEETING
Thursday, February 13, 2020**

Chairperson Charles Quale called the Board of Audit/Budget Meeting to order at 1:00 p.m. Present were Supervisors Allen Eld and Ron Smith, Treasurer John Brula and Clerk Candace Kral.

The board reviewed the annual reports presented by the treasurer and clerk. Fund reports, CDs, the claims, specifically – several Visa claims – were reviewed and found to be in order. It was noted that the board reviews and approves fund reports and claims presented at the monthly meetings as part of the audit process. The clerk presented a list of required annual reports that have been submitted to various agencies.

Allen Eld moved to approve the treasurer and clerk's annual reports, seconded by Ron Smith; motion passed unanimously.

The repayment of the current road bond acquired for the 188th Avenue Project completed in 2018 was discussed together with various road projects for this year as well as possible future projects. It was noted that there are five blacktop repair CDs. Two of the CDs are set to mature in February. They also discussed that amount that is in the Road Repair Fund. The board instructed to have the two maturing CDs for a total of approximately \$87,930.00 and \$100,000 from the Road Repair Fund put towards an extra bond principal payment to be included in the March claims. The board stated that the sooner the current road bond can get paid off, the sooner they can start the next road project, which is tentatively set to be Bridge Rd.

The budget for 2020 was discussed. The board noted the balances of the current levy funds and noted that the fire protection was increased \$10,000 to help cover the fire protection cost increases for a couple of years.

The board was informed by the clerk that she had communicated with Pat Scollard, McGregor Fire Department Secretary, he stated that the fire department has the budget completed and presented to the McGregor City Council for approval and are waiting on the market valuation information from the county auditor. The township has not received the complete budget information from the fire department or the City of McGregor.

After reviewing the expenses and anticipated projects for 2020, Motion made by Allen Eld, seconded by Charles Quale, to recommend 2020 levies to increase the total levy to \$710,000 which includes a \$10,000 increase in Park & Rec Fund to assist in cost of the Shamrock Rec Area Project as follows:

Recommended 2021 levies are:

100 - General Fund	\$ 70,000.00
201 - Road & Bridge Fund	300,000.00
206 - Blacktop Repair Fund	100,000.00
225 - Fire Fund	105,000.00
208 - Building Repair Fund	50,000.00
204 - Sewer Fund	5,000.00
226 - Parks & Recreation	30,000.00
301 - Road Bond/Loan	50,000.00
TOTAL	\$ <u>710,000.00</u>

Motion passed unanimously.

Meeting adjourned at 2:32 p.m.

Candace Kral
Clerk

Charles Quale
Board Chairman

MINUTES WERE APPROVED AT THE MARCH 5, 2020, REGULAR BOARD MEETING