

**CLAY TOWNSHIP BOARD OF SUPERVISORS
JOINT MEETING WITH THE AUDITORS
MINUTES
May 23, 2017**

The Supervisors of Clay Township and the Clay Township Auditors met in a special meeting on May 23, 2017, at the Clay Township Municipal Building Office, 870 Durlach Road, Stevens, Pennsylvania, at a time and place duly established to hold such a meeting, and advertised and posted in accordance with the Township Code.

Supervisors present were Tim Lausch, Chairman, Keith Martin, Vice-Chairman, and Gary Landis, Secretary.

Auditors present were Tim Horst, Glenn Weaver and Craig Merkey.

Township employee present was Bruce Leisey, Township Manager and Treasurer. Also present was Dean Hoover from Weinhold & Nickel, the Township's accounting firm.

The meeting was called to order by Chairman Tim Lausch at 7:05 p.m.

Discussion of 2016 Audit Report

Dean Hoover, Weinhold & Nickel, reviewed the 2016 financial statements with the Board of Supervisors and Township Auditors. Mr. Hoover stated there were no audit issues discovered. Topics discussed in-depth were generally flattening of EIT revenue, Real Estate Tax revenue, Previous 5 year and future revenue projections, budgeted long term Capital Expense projections for Public Works.

Keith Martin made a motion, seconded by Gary Landis to accept the audit report and approve advertising of financial statements. * The motion was unanimously approved.

Other Business

1. Observations & Future Planning

There was discussion on additional public works staffing and generation of additional revenue to offset costs for MS4 storm water projected expenses and what is an acceptable cash reserve amount.

2. Clair Beyer – Escrow Release Request

Township Manager reviewed the Hanover Engineering letter dated 5/15/217 with the Board. Keith Martin made a motion, seconded by Gary Landis to approve release of escrow in the amount of \$54,117.89 leaving a balance of \$500.00. Mr. Beyer has forwarded the Township a check in the amount of \$500.00 and the Board has authorized the Township Manager to release the letter of credit and use the check as escrow for the remaining balance. * The motion was unanimously approved.

3. Cameral Loan Program

Gary Landis reviewed the criteria of the Camera Loan Program administered through Keep Pennsylvania Beautiful.

Adjourn

Keith Martin made a motion, seconded by Gary Landis, to adjourn the meeting at 10:45 p.m.
* The motion was approved unanimously.

Clay Township Board of Supervisors

Timothy Lausch, Chairman

Keith Martin, Vice-Chairman

Gary Landis, Secretary