

## **Athens Township Auditor Board – Organizational Meeting**

**January 7, 2025**

**1. Call to order**

Meeting was called to order by Chairperson Ace Dolin at 6:15 pm

**2. Roll call**

Chairperson – Ace Dolin

Secretary – Deb Northrup

Resident Present – Rosemary Firestine, Athens Township

Resident Present – Paul Kelly, Athens Township

Quorum was confirmed

**3. Approval of Agenda**

Deb Northrup made motion to approve Agenda, motion carried unanimously

**4. Motion to Suspend the Rules**

Deb Northrup made motion to suspend the rules to allow for immediate discussion and action on agenda items due to the presence of only two auditors, motion carried unanimously.

**5. Election of 2025 Officers**

Deb Northrup made motion to retain Ace Dolin as Chairperson and Deb Northrup as Secretary for 2025, motion carried unanimously.

**6. Annual Audit Update**

The annual audit for 2024 will be performed by a Certified Public Account (CPA) firm.

Review of contract – TABLED UNTIL CPA IS PRESENT-Auditor board will review the CPA contract to ensure it meets all required standards and requirements for township audits.

Discussion: Timelines, expectations and audit scope.

**7. Setting Supervisor Pay when acting as a regular employee**

After discussion, Deb Northrup made motion to change the rate of pay at

\$12.00 per hour for 2025 for supervisors acting as regular employee, motion carried unanimously.

SB 740 as Act 10 of 2024. Act 10 amends the Second Class Township Code to authorize the board of supervisors to increase the compensation for the elected auditors by resolution from \$10 per hour to up to \$18 per hour for performing the annual audit and the other duties of office.

Discussion: Recommend to supervisors to not increase auditor pay for 2025, leaving the rate still at \$10.00 per hour.

**8. Updating Mileage Reimbursement Rate**

Deb Northrup made motion to update the mileage reimbursement rate to \$0.70/per business mile, 2025 IRS rate, motion carried unanimously.

**9. Adoption of Official Township Website and Email System (for Auditors)**

After discussion, Deb Northrup made motion to move forward in adoption of [www.athenstownshipauditor.org](http://www.athenstownshipauditor.org); for auditor functions and public communications. To also include a professional email system for the auditor board setting up individual emails for each member (e.g., name@athenstownshipauditor.org)

Motion carried unanimously.

**10. Public Comment Period**

Topics of discussion were concerns of tax payer money being used for public donations and not in public maintenance of roads, parks, other items.

Asked if an audit would be performed for Treasurer and Township Supervisor vacating positions.

**11. Adjournment**

Deb Northrup made motion to adjourn, motion carried unanimously  
Meeting adjourned at 7:00pm