

Bethel Township, Delaware County, PA  
Board of Auditors Meeting

Date of Meeting: June 22, 2011

Location: John L. Myers, Jr. Township Building  
1082 Bethel Road  
Garnet Valley, PA

Start time: 7:00pm

**Secretary's Draft Summary Report of the Meeting:**

Public Legal Notice of the Meeting was properly given in the Delaware County Times Newspaper for June 22<sup>nd</sup>, 2011 at 7:00pm.

Meeting was called to order and a Quorum was established with the attendance of all three Auditors listed below present:

Steve Mancini  
Todd Apple  
Dawn Saunders

Pledge of Allegiance was conducted

Chairman Mancini stated that the meeting was not being recorded

Motion was made by Dawn Saunders to approve the minutes of the April 28, 2011 meeting. The motion was properly seconded by Todd Apple and the motion was adopted by the board with 3 yes votes (Mancini, Apple, Saunders) and zero no votes.

Old Business

Assessment Hearings

The board discussed various potential procedures to request information from the Township with regard to the two areas of inquiry that were identified by the 2010 audit that requires action by the Board of Auditors.

- 1.) Building Project and Construction Loan
- 2.) The Billing procedures for trash removal service.

The Board decided that any requests from the Board of Auditors to the Township Supervisors or Officials would be drafted by the Board of Auditors' Solicitor Mr. Robert Firkser under guidance from the Board and delivered to the Solicitor of the Township.

## 1.) Building and Construction Loan Payments for 2010

The Board directed Mr. Firkser to draft a request for records pertaining to the Building Construction Project and respective change orders and the construction loan documents associated with project. A detailed list of requested items will be generated that will provide the necessary information for the Board of Auditors to understand all actions that were taken regarding this subject so as to determine if the taxpayers incurred additional costs as a result of those actions.

## 2.) The Billing procedures for trash removal service.

The Board directed Mr. Firkser to draft a request for records pertaining to the billing procedures as well as a list of when payments were requested and subsequently received for the trash removal service in 2010. A list of items will be generated that will provide the necessary information for the Board of Auditors to understand all actions that were taken regarding this subject so as to determine if the taxpayers incurred additional costs as a result of the actions.

## New Business and Correspondence

No new business was discussed and no correspondence was received by the Board.

## Public Comment

Mr. Pat Rogers of 777 Kellie Lane, Springfield, PA asked the Board if they had received the 2010 audit of the Tax Collector. Chairman Mancini responded that he had not received a copy of the audit but would make an inquiry to Barabacane & Thornton for a copy.

Motion for Adjournment was made by Todd Apple and properly seconded by Saunders and the motion to adjourn was adopted by the Board with 3 yes votes (Mancini, Apple Saunders) and zero no votes.

Meeting was adjourn at approximately 8:10

The following three individuals present at the meeting; Robert Firkser, Patrick Rogers and Mike Davey.