

Township of Avon
County of Stearns | State of Minnesota

Audit Board Report for 2018

The Board of Supervisors for the Town of Avon met on February 8, 2018 in their capacity as the annual Board of Audit as required by State Law. All claims submitted to the Town during 2017 were brought before the Board of Supervisors. The Supervisors divided up roles to ensure different people were involved with the different parts of this internal audit review. One claim each month was randomly selected and examined in detail. A listing of the specific claims examined in the audit accompanies the Audit Board Minutes. A listing of all claims against the Township accompanies the monthly Clerk minutes. No discrepancies were found. No claims were denied for payment. The financial records (year-end cash control statement & bank account summary) maintained separately and independently by the Treasurer and Clerk (Deputy Clerk) were found to be identical. As a result of this audit, no discrepancies were found. The Supervisors approved the audit of the claims and financial records.

The year-end cash control statement for the Township as of December 31, 2017 is given below:

Avon Township Year End Cash Control Statement – 2017				
	Beginning Balance (\$)	Receipts (\$)	Disbursements (\$)	Ending Balance (\$)
General Revenue	105,322.63	176,544.66	157,333.09	124,534.20
Road & Bridge	35,876.00	240,050.66	98,150.20	177,776.46
Road Damage Deposit	2,050.00	800.00	1,400.00	1,450.00
Fire	8,697.14	67,365.88	68,704.00	7,359.02
Capital Reserve	66,679.95	2,177.20	27,364.05	41,493.10
Total	218,625.72	486,938.40	352,951.34	352,612.78

The funds in Township Accounts as of December 31, 2017 are summarized below:

Avon Township Year End Bank Account Summary – 2017	
Account	Amount (\$)
Checking (American Heritage Bank)	13,967.03
Outstanding Checks	4,610.45
Checking Balance (American Heritage Bank)	9,356.58
Money Market (American Heritage Bank)	332,480.93
Money Market (Credit Union)	10,775.27
Total	352,612.78

As of December 31, 2017, the Township owed \$140,000 for Outstanding Bond for the construction of the Town Hall. There was an error in the amount reported last year.

The Supervisors analyzed the receipts and disbursements for 2017 and then determined a budget for 2019. Based on the budget, the levy recommended by the Supervisors for 2019 is: General Revenue - \$156,000; Road & Bridge - \$196,100; Fire - \$70,000; Capital Reserve - \$2,000 for a total levy of \$424,100. The levy total recommended by the Supervisors has not changed in at least five years.

Conclusion: The Township is in good financial shape. Additional funding is needed for roads because the costs of road construction have increased markedly in the past few years. The Supervisors have made a commitment to avoid raising the levy until the building bond has been paid. The recommended levy amount for 2019 assumes receiving the LRIP grant for which the Town applied; if not, additional funds for road reconstruction will be necessary in future levies.

Supervisor Approval:

Will Huston

Mike Linn

John Merdan

Attest

Date