

# **Penn Township Elected Auditors**

## **Minutes of 1/7/25**

The Penn Township Elected Auditors met on Tuesday, January 7, 2025 at 6:43 p.m. in the Municipal Building to conduct their annual organizational meeting. A list of visitors attending is on file in the Township Office. The meeting was recorded to aid in the preparation of the minutes.

### **Present:**

Lucinda Novinger  
Margaret Raub  
Henry Holman Jr.

Upon a Raub/Holman motion, the Elected Auditors voted unanimously to accept all additions/changes to the agenda.

### **Appointments**

**Chairman:** Upon a Raub/Holman motion, the Elected Auditors voted unanimously to appoint Lucinda Novinger Chairman.

**Vice-Chairman:** Upon a Holman/Novinger motion, the Elected Auditors voted unanimously to appoint Margaret Raub Vice-Chairman.

**Secretary:** Upon a Novinger/Raub motion, the Elected Auditors voted unanimously to appoint Henry Holman Jr. Secretary.

### **Minutes**

Upon a Raub/Holman motion, the Elected Auditors voted unanimously to accept the minutes of January 3, 2024 with corrections.

### **Recognition of Visitors**

No one wished to speak.

### **Old Business**

Lucinda Novinger stated that the Auditors are still missing deposits for the tax collector audit from the beginning of 2024. Helen Klinepeter stated that there is still \$600 from an account for Peter Thompson.

Mrs. Novinger stated they cannot finish the audit without those deposits.

Mrs. Novinger stated that Molly Cappawana's posts on her spreadsheet in the google drive portal are not showing as paid.

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### **New Business**

The 2024 Tax Collector Audit is not complete.

Working Supervisor Road Master Pay: Upon a Holman/Raub motion, the Elected Auditors voted unanimously to set the Working Supervisor Road Master Pay at \$19.45 per hour.

CPA Resolution: Upon a Raub/Novinger motion, the Elected Auditors voted unanimously to approve that Resolution 2025-04, allowing the Elected Auditors to have access to the accounting firm performing the 2024 Township Audit, be sent to the Penn Township Supervisors.

Training: No one is able to attend the virtual Comprehensive Training for Elected Auditors on January 15 & 16.

### **Adjournment**

Upon a Raub/Holman motion, the Elected Auditors voted unanimously to adjourn at 6:55pm.

Respectfully submitted,  
Jennifer Blouch  
Recording Secretary