

The Cormorant Township **Planning and Audit Meeting** was held on Tuesday, **February 27th, 2024, at 6:15 p.m.** at the Cormorant Community Center. Board members present were: Chairman Steve Sorenson, Supervisors John Buhaug and Tony Hubbard, Treasurer Susie Braseth, and Clerk Claudia Hanson.

- A. **Call to Order** by Chairman Sorenson followed with the Pledge of Allegiance.
- B. **Audit and Review of Financial Records** – Susie provided everyone with copies of all disbursements and receipts for the year 2023. Clerk’s set of CTAS records, and the employee card records were also available for review. Balances for the year end of Susie’s CTAS and Clerk’s CTAS matched. Supervisors looked thru, and noted records provided. Each supervisor then pulled three disbursements and three receipts to have Susie find in her records and also have Claudia look up in her CTAS to verify that each had the same information for each disbursement and receipt, including an automatic withdrawal. Those receipts and disbursements called out matched Susie’s and Claudia’s records. Steve asked if the Pickleball court account is still needed, which Susie mentioned the account was established when the pickleball court was being built, but it was recommended to merge this with the General Fund, as that project is done. Other credit accounts handling was also discussed.
- C. **Review of 2025 Levy** - Board discussed and reviewed that preliminary levy for 2025 should be. The levy had increased in 2021 due to a significant increase in the Fire contract. Otherwise, it had not changed since 2009. The board discussed and agree it may be advisable to increase the road and bridge levy, as costs for road improvements have significantly increased. Board recommended the following levy, with \$50,000 increase to Road and Bridge fund, with regards to the ending balance for 2023.

	Ending Balance	Levy
<i>General Fund:</i>	\$52,952.20	\$188,000
<i>Road & Bridge</i>	\$465,795.88	\$254,000 (vs \$204,000)
<i>Fire</i>	\$18,341.56	\$43,000
<i>Weed, Gopher, Beaver</i>	\$15,549.41	\$0
<i>Waste Management</i>	-(181,234.70)	\$12,000
<i>CCC</i>	-(\$95,784.39)	--
<i>Pickle Ball</i>	-(\$5,300.00)	<hr/>
TOTALS:	<u>\$270,319.96</u>	<u>\$497,000</u>

D. **Adjournment** – The meeting was adjourned at 6:45 p.m. with a motion by John, seconded by Tony. Carried 3-0.

Respectfully submitted,

Claudia M. Hanson, Clerk