



Special Meeting of the Livonia Town Board  
Held at the Livonia Town Hall  
Tuesday February 1, 2011

Supervisors present: Doebler, Hass, Hewitt, Manthei, Sherper

Staff present: Clerk/Treasurer Spencer and Deputy Clerk/Treasurer Olson

Chairman Sherper called the meeting to order at 8:51 p.m. to conduct the 2010 Board of Audit, report on 245<sup>th</sup> Avenue progress and maintenance building update.

Board of Audit: Prior to the meeting each Board member selected a minimum of three checks and receipts to be audited for the year ending December 31, 2010. During the Board of Audit each Supervisor examined the invoices and claims for payment, verified the checks written to vendors were in the amount of the claim. They were then verified against the banking records. Each Supervisor examined the receipts and confirmed the receipt was written for the exact dollar amount of the check, transfer or electronic fund transfer. They were then compared to deposit stated on the banking statements. The Board found all checks and receipts audited to be in good order.

245<sup>th</sup> Avenue Progress: Clerk/Treasurer reported several temporary easements were still outstanding. Town Engineer had talked with two of the property owners to answer their questions; one property owner has not responded. Board will take next steps under consideration.

Maintenance building update: The issue with water seeping from the 20,000 gallon water tank is being looked at by the general and subcontractors. Fire Chief Maloney is monitoring water levels. The general and subcontractors have been contacted about the operation of the water conditioner. Contractors are working cooperatively with the Township.

Hewitt/Doebler unanimous to adjourn the meeting at 9:15 p.m.

Dated this 28<sup>nd</sup> day of February 2011

Chair or Vice Chair

Clerk/Treasurer or Deputy Clerk/Treasurer