

Salford Township Finance Committee  
Minutes  
February 8, 2010

Meeting Location: Salford Township Municipal Building  
Members present: James Styer, Karen Jett, Harold Schell  
Township personnel: George Witmayer, Treasurer  
Others present: Thomas Neff, Supervisor, Barbara Lynch, Supervisor, Robert Marcus, Supervisor

The regularly scheduled meeting of the Salford Township Finance Committee was held on February 8, 2010 at 7.00 pm EST at the Salford Township Municipal Building.

1. The Committee unanimously agreed to adopt the agenda as presented by the Chairperson.
2. The minutes of the meeting of January 11, 1020 were reviewed and unanimously accepted without correction.
3. The Committee briefly reviewed the January financial reports and a document that contains a summary of the status of the Auditor's recommendations.
4. The Committee meeting was disrupted and adjourned early without accomplishing any new business after the insistence by Supervisor Marcus that the Committee abandon their stated agenda.
5. The Committee unanimously agreed to enforce the agreed upon format of working for 1.5 hours followed by 30 minutes of public comment.

Below is a summary of all past recommendations and questions pending response by the Board of Supervisors:

1. The Finance Committee discussed the need for a budget process for the Salford Township 2011 budget. The following timetable was established by the Finance Committee:
  - a. Formulate process- July/August
  - b. Begin budget process – September
  - c. Finalize budget – October
2. The Finance Committee discussed the issuance of W2's and/or 1099's for prior years. It is the opinion of the committee that none should be issued for prior years.

3. In order to maintain the integrity of the financial and personnel records the Finance Committee recommends that the financial and personnel records be put under lock and key and only be accessible to the Treasurer and/or Assistant Treasurer.
4. Have all public requests for financial records go through the formal public records process, with the exception of Township Supervisors, who need only submit a written request for the records.

There being no further business to come before the meeting, the meeting was adjourned,

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Harold W. Schell, Secretary