

ERWIN TOWNSHIP – N8908 Van Buskirk Rd, Ironwood, MI 49938

Minutes of Special Board Meeting– Election Commission/Review Draft of Audit

Tuesday October 5, 2021 @ 9:00 A.M.

I. Election Inspectors Appointment

1. Meeting was called to order by the Supervisor and began with the Pledge of Allegiance to the Flag.
2. **ROLL CALL – ELECTION COMMISSION** – Larry Grimsby–Supervisor, Betty Perkis–Clerk, Roberta Nuce–Treasurer. Also present trustees are Jim Anderson and William Hellen and 1 guests.
3. **APPROVAL OF AGENDA – MOTION** by Grimsby, supported by Nuce to approve the Agenda as presented. Motion carried.
4. **APPOINTMENT OF ELECTION INSPECTORS – NOVEMBER 2 GENERAL ELECTION – MOTION** by Nuce, supported by Grimsby to appoint Amber Hurkmans, Sylvia Mussatti, Anne Davey and Vicky Finco, and Karen Oliverius (alternate) as **Election Inspectors** for the **November 2nd 2021 General Election**. Mussatti, Finco, and Oliverius will represent the **Democratic Party**. Hurksmans and Davey will represent the **Republican Party**. Motion carried. Training will be conducted by the Gogebic County Clerk.
5. **ADJOURNMENT of Election Inspector Appointment:** MOTION by Nuce, supported by Grimsby to adjourn the meeting at 9:10. Motion carried.

II. REVIEW OF DRAFT FOR AUDIT OF FISCAL YEAR ENDING MARCH 31, 2021.

1. **ROLL CALL** – Nuce, Grimsby, Perkis, Anderson, and Hellen present. 2 guests also present.
2. **APPROVAL OF AGENDA TO REVIEW AUDIT FINDINGS** – Motion by Grimsby, supported by Hellen. Motion carried.
3. **Summary of Audit Findings**–Gus Ahonen (Makela, Pollack & Ahonen, PLLC). Everything is in order. No findings to report. Internal controls are all present. All are doing a great job. Thanks especially to Vicky Finco. The system that she set up several years ago is commendable.
4. **Motion to sign Representation letter** by Grimsby, supported by Perkis. Motion Carried.
5. Brief discussion on **APEX (assessment software)**. Marlene Saari will assist with the data entry. More detail at the next Board Meeting.
6. **ADJOURNMENT: Motion to adjourn at 9:50** by Nuce, supported by Perkis. Motion carried.

RESPECTFULLY SUBMITTED:

Betty Perkis – Clerk

Larry Grimsby – Supervisor