

Keyser Township Trustee Board Meeting Minutes

A regular meeting was held on February 11, 2020 at 7:00p.m. at Garrett City Hall in the 2nd Floor Trustee Office. Present were Don Chaffin, Kathryn Sattison, and Mike Lilly. John Cutshall was ill and not able to attend.

Meeting was called to order at 7:08p.m by Don Chaffin. All members read the minutes to the past meeting. Sattison made a motion to approve the minutes as presented. Motion passed.

Financial Report

Ending balance	\$ 8,175.67 (January 31, 2020)
Deposits in transit	\$ 0.00
Outstanding checks	\$ 225.97
Balance	\$ 4,949.70
Ledger balance	\$ 5,645.53
Diff from prior Trustee	<\$ 695.83>

- Chaffin made a motion to accept the financial reports as presented. Motion carried.

Trustee Report

- Lilly advised the Board that on 2/05/20 he received a notice from the IRS regarding our "next payment." He placed a call as we should show as paid in full. They explained that, since our issue encompasses multiple years, it will remain in house until fully vetted at which time we will receive a letter.
- Chaffin made a motion to approve the 2019 Annual Financial Report (AFR) as presented. Motion carried. Lilly will submit to SBOA.

Old Business

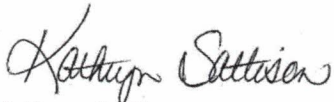
- None

New Business

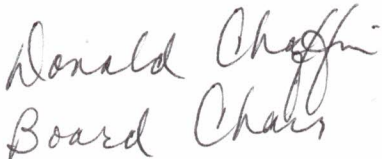
- The floor was opened for any community comments. There were none.

The Board decided that, going forward, it would meet quarterly, with additional meetings as deemed necessary. At 7:33p.m. Sattison made a motion to adjourn.

Respectfully submitted,



Kathryn Sattison
Board Secretary



Donald Chaffin
Board Chair