

**Exeter Township, Board Of Auditors**  
**Annual Auditors' Meeting Minutes**

**January 16, 2020**  
**4975 De Moss Road**  
**Reading, PA. 19606**

**Auditors Present:**

Mr. John Dubach (2023)

Mr. Jessie Hodge (2026)

**Visitors Present:**

Mr. Greg Galtero, Township Supervisor

MS Michelle Kircher, Township Supervisor

Mr. Thomas L. Howell, Property Owner, Taxpayer

Mr. David Hughes, Resident Taxpayer

Mr. Karl L. Schembarg, Resident Taxpayer

Meeting was called to order at 7:05 p.m., followed by the Pledge of Allegiance to the flag.

**1. Election of officers:**

A. A motion was made by Mr. Dubach to nominate Mr. Hodge, Chair of the Board of Auditors. Mr. Hodge accepted the nomination. Motion was voted on and passed unanimously.

B. A motion was made by Mr. Hodge to nominate Mr. Dubach as Secretary of the Board of Auditors. Seconded by Mr. Dubach. Motion was voted on and passed unanimously.

**2. Public Comment:**

A. Mr. David Hughes, an individual "from Exeter," questioned why the Board of Auditors does not "audit the books of the Township," especially the "books" as they relate to the Supervisors Compensation. There was a concern that a W-2 may not be issued and that all wages paid should be addressed as income. A concern was identified and the wages may not be reported to the Internal Revenue Service. A copy of the W-2 for the individuals employed by the Township may not be submitted but Mr. Hughes stated that he cannot receive a copy for verification. Further when he has made attempts to obtain a copy the fact is that the auditors position is: that the Pennsylvania Class, Second Class Township Code, specifies

that the duty of elected board of auditors when the township utilizes an independent auditor as Exeter Township, does and is only to set the compensation rate for certain individuals when working as employees of the township.

- B. There is an additional concern raised by Mr. David Hughes, with reference to the Water and Waste changes to the Township residents. Resident David Hughes, as to what steps or recourse are available in those instances when there is concern that the independent audit may not be doing a thorough and proper job of auditing the township's finances. It was requested that Township needs to post on the board of the Township Building, the Township's Newsletter, and on the Township's website, in this regard.

3. Old Business:

- A. A motion was made by Mr. John Dubach and seconded by Mr. Jamie Hodge to request that Exeter Township Staff post the minutes of the annual Exeter Board of Auditors meeting on the township website and that a notification be placed in the next township newsletter, informing the public that the board of auditors will meet on January 5, 2021 to carry out their duties as required by state law and that the minutes will be available for review on the township website. The motion was voted on and passed unanimously.

4. New Business:

- A. A motion was made by Mr. Dubach and seconded by Mr. Hodge to accept last year's minutes. Motion was voted on and approved unanimously.
- B. Much discussion was held on how to set the hourly rate of compensation. The auditors were provided this year by township staff, as they have been in year's past, with a current compensation schedule from the township's Central Pennsylvania Teamsters Collective Bargaining Agreement to use as a basis for establishing the hourly compensation rates for supervisors when acting as employees of the township. As a result, possible alternative methods for setting a compensation scale were discussed. A motion was then offered by Mr. Dubach and seconded by Mr. Hodge to set the hourly compensation rate for municipal employees in similarly sized municipalities and of the same class under state law in Berks County. The motion was voted on with Mr. Dubach and Mr. Hodge each voting yes. The motion was voted on and was passed unanimously.

- C. A motion was made by Mr. Dubach and seconded by Mr. Hodge, to waive any compensation for the board of auditors. The motion was voted on with Mr. Dubach and Mr. Hodge voting yes. The motion was voted on and was passed unanimously.
- D. Additional concerns were raised and discussion held, on the condition of township finances and the stewardship of taxpayer dollars. Mr. David Hughes raised some salient concerns, including the apparent excess amount spent by the township on legal fees budgeted verses actual fees spent. Other concerns raised include excessive legal expenditures on a lawsuit involving Township's personnel; staff salaries; and, the management of township physical assets such as the Wastewater Treatment Facility and the Fresh Water delivery system. Dollar amounts were discussed, however, the actual amounts were not actually able to be verified. Auditor Dubach will obtain the necessary documents for verification purposes of either rumor or fact.
- E. Mr. Thomas A. Howell shared that he was asked to leave a Township meeting and was physically removed by one of our police officers being told that he was not a member of the Exeter Township. The Board of Supervisors said that he did not live in the Exeter Township. Although Mr. Howell did move, he does still own property and pays taxes on the property in the Township just like everyone else in the Township. Although the Auditors do not have authority to reverse the actions of the board, it was stated by Mr. Dubach that these discussions will be recorded in these minutes. All taxpaying individuals, that are part of the tax-base in the Township, should be afforded the opportunity to attend Township meetings and have a say in any area pertaining to the tax-base in either investments or expenditures.
- E. Auditor Dubach made a motion, seconded by Mr. Hodge, that the township, as a means of better informing the public, should place prominently, in the Township's newsletter and on the Township's website, information promoting important township activities, as well as detailed information that summarizes the actions and activities of township officials to provide an accounting to taxpayers. Additionally, a copy of the Auditor's minutes, be posted in all media as listed above. The motion was voted on and was passed unanimously.

5. Adjournment

A motion was made by Mr. Dubach and seconded by Mr. Hodge to adjourn the meeting. A vote was taken and the motion passed unanimously. The meeting adjourned at 8:10 PM

Respectfully Submitted.

*John P. Dubach*

John P. Dubach, Secretary  
Exeter Township Board of Auditors

CC: Mr. Jessie Hodge, Chairman, Board of Auditors  
Exeter Township Supervisors  
Exeter Township Manager  
Mr. Greg Galtero, Township Supervisor  
MS Michelle Kirchner, Township Supervisor  
Mr. Thomas L. Howell, Taxpayer  
Mr. David Hughes, Resident Taxpayer  
Mr. Karl L. Schembarg, Resident Taxpayer