

The Auditors of Gallagher Township held a meeting on Tuesday, May 30, 2023 at 11:00 AM for the purpose of making corrections to the April 15, 2023 meeting minutes. In attendance were Margaret Neff, Kathy Harman, and Jody Ritter. Margaret called the meeting to order at 11:00 AM.

The hourly wages for the Supervisors and the date they take affect are as follows:

- William McCoy, as Road Foreman, will receive a wage of \$15.00 per hour.
- William Mann, as skilled laborer, will receive a wage of \$14.50 per hour.
- Brian Hoy, as Road Supervisor, will receive a wage of \$15.25 per hour.

The above wages will be retroactive to April 1, 2023.

The Auditors would like to suggest the following items:

1. Supervisors will use the Time Clock when they are working in the above capacities. This will ensure there is a paper trail. It could also serve as a record for insurance purposes.
2. The Auditors suggest that the Timecards never leave the Township Building.
3. The Auditors suggest that the Timecards are approved by someone other than the Supervisors for transparency.
4. The Timecards should be checked to see that the rules set by the Supervisors governing those cards are followed by all employees.
5. The Auditors suggest that training fees, hourly wages, and mileage for both the employees and the Supervisor employees be paid by the township.
6. The Auditors suggest that the new-hire wages for skilled laborer be set at \$13.00 per hour with a three or six-month trial period. Upon completion of this trial period the wage should be increased to \$14.00 per hour.

The Meeting was adjourned at 11:30 AM.

Margaret Neff

Kathy Harman

Jody Ritter