

Town of Canosia
4896 Midway Road
Duluth Minnesota 55811
218.729.9833 Canosiatownship@yahoo.com

Town Leadership: Chair Kevin L. Connick, Supervisor Jeff Erikson, Supervisor Penny Dieryck, Clerk Amber Madoll, Treasurer Neil Sample

BOARD OF AUDIT MEETING MINUTES
February 4, 2026

ATTENDING: Chair Kevin Connick, Supervisor Penny Dieryck, Clerk Amber Madoll, Treasurer Neil Sample, Fire Chief Gene Stevens, and Asst. Fire Chief Mike Sirois. The meeting was held in person and virtually at the Canosia Town Hall.

Chair Connick called the meeting to order at 5:30 p.m. and the pledge of allegiance was recited.

- A. SUPERVISOR ROLL CALL:** Chair Kevin Connick and Supervisor Penny Dieryck were present. Supervisor Erikson arrived mid-meeting.
- B. DISCUSSION:** Chairman Connick stated that the purpose of the meeting was to review the financial records of the Treasurer and Clerk for 2025.
- C. REVIEW THE CASH BALANCE STATEMENT:** The supervisors reviewed the Clerk and Treasurer's Cash Statements for 2025. The Treasurer and Clerk statements were reviewed and found to match. **Motion** made by Kevin Connick, seconded by Penny Dieryck to approve the 2025 cash statements of the Clerk and Treasurer. Motion carried unanimously, 2 – 0. Kevin Connick and Penny Dieryck voted in favor.
- D. VERIFICATION OF DISBURSEMENTS:**
- a. Supervisor Dieryck requested verification of #23021 for \$510.00 from 1.8.25. Treasurer Sample pulled the required documents and they matched.
 - b. Supervisor Dieryck requested verification of #23046 for \$35.88 from 2.5.25. Treasurer Sample pulled the required documents and they matched.
 - c. Supervisor Dieryck requested verification of #23124 for \$85.00 (VOIDED) from 4.2.25. Treasurer Sample pulled the required documents and they matched.
 - d. Supervisor Connick requested verification of #23214 for \$479.64 from 7.4.25. Treasurer Sample pulled the required documents and they matched.
 - e. Supervisor Connick requested verification of #23207 for \$5,270.53 from 6.4.25. Treasurer Sample pulled the required documents and they matched.
 - f. Supervisor Connick requested verification of #23289 for \$599.80 from 8.6.25. Treasurer Sample pulled the required documents and they matched.
 - g. **Motion** made by Kevin Connick, seconded by Penny Dieryck to approve the 2025 disbursements of the Clerk and Treasurer. Motion carried unanimously, 3 – 0. Kevin Connick, Penny Dieryck and Jeff Erikson voted in favor.
- E. VERIFICATION OF RECEIPTS:**
- a. Supervisor Erikson requested verification of #T-152061 for \$642.72 from 2.23.25. Treasurer Sample pulled the required documents and they matched.
 - b. Supervisor Erikson requested verification of #T-152103 for \$186.64 from 7.10.25. Treasurer Sample pulled the required documents and they matched.
 - c. Supervisor Erikson requested verification of #T-152146 for \$2,695.18 from 11.13.25. Treasurer Sample pulled the required documents and they matched.
 - d. Supervisor Dieryck requested verification of #T-152139 for \$500.00 from 10.29.25. Treasurer Sample pulled the required documents and they matched.

- e. Supervisor Dieryck requested verification of #T-152078 for \$10.00 from 4.30.25. Treasurer Sample pulled the required documents and they matched.
 - f. Supervisor Dieryck requested verification of #T-152089 for \$250.00 from 5.30.25. Treasurer Sample pulled the required documents and they matched.
- F. Motion** made by Penny Dieryck, seconded by Jeff Erikson to approve the 2025 financial records of the Clerk and Treasurer. Motion carried unanimously, 3 – 0. Kevin Connick, Penny Dieryck, and Jeff Erikson voted in favor. The books were signed by the town supervisors.

ADJOURNMENT

Motion by Penny Dieryck, seconded by Kevin Connick, to adjourn the meeting at 5:55 p.m. Motion carried unanimously, 3-0. Kevin Connick, Penny Dieryck, and Jeff Erikson voted in favor.

Respectfully Submitted,



Amber Madoll, Clerk
March 4, 2026

APPROVED:



Kevin L. Connick, Town Board Chair
March 4, 2026