

**Keystone Valley Regional Fire District**

P.O Box 180

Pomeroy, PA 19367-0180

Shipping: 329 West First Avenue, Parkesburg, PA 19365

**MEMBERS:** Ed Haas, Tom Scott, Charles Persch, Doug Delestienne

To: KVRFD Commission

From: Raymond Stackhouse

Re: KVFD Relief Audit

Date: August 5, 2018

After communication with the KVFD Board of Directors I offer the following responses to the 2017 Auditor General audit of KVFD Relief funds:

- Finding No. 1- The issue has been addressed and the treasurer is a signatory on the checks. It was already addressed in the amended Relief By-Laws from the last audit.
- Finding No. 2- A bond was obtained through Longley and a copy handed to the Auditor, Heather, at the exit meeting.
- Finding No. 3- The necessary changes have been written up and just need approved by the membership. The Auditor, Heather, was made aware of this at the exit meeting.
- Finding No. 4- Advised the Auditor at the exit meeting that we would advise the secretary of what needed to be in the relief minutes.
- Finding No. 5- At the exit meeting, the Auditor advised the treasurer what amount would need to be transferred. The transfer was to be made then the Auditor was notified.
- Finding No. 6- An addition to the by-laws will state that any board member associated with any financial institution that the FD conducts business with will be ineligible to vote in matters that involve transactions with that institution.
- Finding No. 7- In the process of obtaining a PA Tax-Exempt number for Relief.

*Serving; West Sadsbury Township, Highland Township and Parkesburg Borough*

Raymond Stackhouse, Fire District Administrator  
Vickie Florian, Recording Secretary