

**SALEM TOWNSHIP
AUGLAIZE COUNTY, OHIO**

Financial Statements
(Audited)

For The Years Ended
December 31, 2003 and 2002

LOIS R. MOORMAN, CLERK



**Auditor of State
Betty Montgomery**

Board of Trustees
Salem Township
Spencerville, Ohio

We have reviewed the Independent Auditor's Report of Salem Township, Auglaize County, prepared by Trimble, Julian & Grube, Inc., for the audit period January 1, 2002 through December 31, 2003. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

Our review was made in reference to the applicable sections of legislative criteria, as reflected by the Ohio Constitution, and the Revised Code, policies, procedures and guidelines of the Auditor of State, regulations and grant requirements. Salem Township is responsible for compliance with these laws and regulations.

A handwritten signature in cursive script that reads "Betty Montgomery".

BETTY MONTGOMERY
Auditor of State

May 4, 2004

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**SALEM TOWNSHIP
AUGLAIZE COUNTY, OHIO**

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TRIMBLE, JULIAN & GRUBE, INC.

“SERVING OHIO LOCAL GOVERNMENTS”

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Worthington, Ohio 43085

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Facsimile 614.846.2799

Independent Auditor’s Report

Board of Trustees
Salem Township, Auglaize County
21866 St. Marys River Rd.
Spencerville, OH 45887

We have audited the accompanying financial statements of Salem Township (the “Township”), Auglaize County, as of and for the years ended December 31, 2003 and 2002. These financial statements are the responsibility of the Township’s management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As discussed in Note 2, the Township prepares its financial statements on the basis of accounting prescribed or permitted by Auditor of State, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

In our opinion, the financial statements referred to above present fairly, in all material respects, the combined cash balances and fund balances of the Township, as of December 31, 2003 and 2002, and its combined cash receipts and disbursements, combined budgeted and actual receipts and budgeted and actual disbursements for the years then ended on the basis of accounting described in Note 2.

In accordance with *Government Auditing Standards*, we have also issued a report dated March 22, 2004, on our consideration of the Township’s internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, and contracts. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

This report is intended solely for the information and use of Salem Township officials authorized to receive this report under Section 117.26, Ohio Revised Code, and is not intended to be and should not be used by anyone other than these specified parties.

Trimble, Julian & Grube, Inc.
March 22, 2004

**SALEM TOWNSHIP
AUGLAIZE COUNTY, OHIO**

COMBINED STATEMENT OF FUND BALANCES -
ALL FUND TYPES - CASH BASIS
DECEMBER 31, 2003 AND 2002

<u>Cash and Investments</u>	<u>2003</u>	<u>2002</u>
Cash and Cash Equivalents	\$ 5,100	\$ 5,100
Investments	<u>130,283</u>	<u>105,299</u>
Total Cash and Investments	<u>\$ 135,383</u>	<u>\$ 110,399</u>
 <u>Fund Balances</u>		
<u>Governmental Fund Types:</u>		
General Fund	\$ 43,551	\$ 37,242
Special Revenue Funds	<u>90,791</u>	<u>72,120</u>
Total Governmental Fund Types	<u>134,342</u>	<u>109,362</u>
 <u>Fiduciary Fund Type:</u>		
Nonexpendable Trust Fund	<u>1,041</u>	<u>1,037</u>
Total Fund Balances	<u>\$ 135,383</u>	<u>\$ 110,399</u>

THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

**SALEM TOWNSHIP
AUGLAIZE COUNTY, OHIO**

COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN CASH FUND BALANCES - ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 2003

	Governmental Fund Types		Total (Memorandum Only)
	General	Special Revenue	
Cash receipts:			
Taxes	\$ 15,983	\$ 4,440	\$ 20,423
Licenses, permits and fees	-	1,400	1,400
Intergovernmental	38,941	58,151	97,092
Interest	202	242	444
Miscellaneous	1,857	2,500	4,357
Total cash receipts	56,983	66,733	123,716
Cash disbursements:			
Current:			
General government	31,474	-	31,474
Public safety	11,319	-	11,319
Public works	-	46,022	46,022
Health	6,492	2,040	8,532
Capital outlay	1,389	-	1,389
Total cash disbursements	50,674	48,062	98,736
Total cash receipts over cash disbursements	6,309	18,671	24,980
Cash fund balances, January 1, 2003	37,242	72,120	109,362
Cash fund balances, December 31, 2003	\$ 43,551	\$ 90,791	\$ 134,342

THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

**SALEM TOWNSHIP
AUGLAIZE COUNTY, OHIO**

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGE IN CASH FUND BALANCE - FIDUCIARY FUND TYPE
FOR THE YEAR ENDED DECEMBER 31, 2003**

	<u>Fiduciary Fund Type</u>
	<u>Nonexpendable Trust</u>
Operating receipts:	
Interest	\$ 4
Operating income	4
Cash fund balance, January 1, 2003	<u>1,037</u>
Cash fund balance, December 31, 2003	<u>\$ 1,041</u>

THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

**SALEM TOWNSHIP
AUGLAIZE COUNTY, OHIO**

COMBINED STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS,
COMPARED WITH EXPENDITURE
AUTHORITY - BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2003

Fund Types	Receipts					Disbursements					
	County Certified Unencumbered Cash	Budgeted Receipts	Total Estimated Resources	Actual 2003 Receipts	Variance Favorable (Unfavorable)	Prior Year Carryover Appropriations	2003 Appropriations	Total	Actual 2003 Disbursements	Encumbrances Outstanding at 12/31/03	Total
Governmental:											
General	\$ 37,242	\$ 38,832	\$ 76,074	\$ 56,983	\$ 18,151	\$ -	\$ 76,074	\$ 76,074	\$ 50,674	\$ -	\$ 50,674
Special Revenue	72,120	61,889	134,009	66,733	4,844	-	134,009	134,009	48,062	-	48,062
Fiduciary:											
Nonexpendable Trust	1,037	-	1,037	4	4	-	1,037	1,037	-	-	-
Total (Memorandum Only)	\$ 110,399	\$ 100,721	\$ 211,120	\$ 123,720	\$ 22,999	\$ -	\$ 211,120	\$ 211,120	\$ 98,736	\$ -	\$ 98,736

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THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

**SALEM TOWNSHIP
AUGLAIZE COUNTY, OHIO**

COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN CASH FUND BALANCES - ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 2002

	Governmental Fund Types			Total (Memorandum Only)
	General	Special Revenue	Capital Projects	
Cash receipts:				
Taxes	\$ 15,772	\$ 4,377	\$ -	\$ 20,149
Licenses, permits and fees	-	1,400	-	1,400
Intergovernmental	24,424	58,919	30,412	113,755
Interest	554	491	-	1,045
Miscellaneous	604	320	-	924
Total cash receipts	41,354	65,507	30,412	137,273
Cash disbursements:				
Current:				
General government	29,028	-	-	29,028
Public safety	11,269	-	-	11,269
Public works	-	62,521	-	62,521
Health	4,543	1,070	-	5,613
Capital outlay	2,497	4,500	30,412	37,409
Debt service:				
Principal	-	12,657	-	12,657
Interest	-	537	-	537
Total cash disbursements	47,337	81,285	30,412	159,034
Total cash receipts (under) cash disbursements	(5,983)	(15,778)	-	(21,761)
Cash fund balances, January 1, 2002	43,225	87,898	-	131,123
Cash fund balances, December 31, 2002	\$ 37,242	\$ 72,120	\$ -	\$ 109,362

THE NOTES TO FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

**SALEM TOWNSHIP
AUGLAIZE COUNTY, OHIO**

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGE IN CASH FUND BALANCE - FIDUCIARY FUND TYPE
FOR THE YEAR ENDED DECEMBER 31, 2002**

	<u>Fiduciary Fund Type</u> Nonexpendable Trust
Operating receipts:	
Interest	\$ 7
Operating income	7
Cash fund balance, January 1, 2002	<u>1,030</u>
Cash fund balance, December 31, 2002	<u>\$ 1,037</u>

THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

**SALEM TOWNSHIP
AUGLAIZE COUNTY, OHIO**

COMBINED STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS,
COMPARED WITH EXPENDITURE
AUTHORITY - BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2002

Fund Types	Receipts					Disbursements					
	County Certified Unencumbered Cash	Budgeted Receipts	Total Estimated Resources	Actual 2002 Receipts	Variance Favorable (Unfavorable)	Prior Year Carryover Appropriations	2002 Appropriations	Total	Actual 2002 Disbursements	Encumbrances Outstanding at 12/31/02	Total
Governmental:											
General	\$ 43,225	\$ 40,453	\$ 83,678	\$ 41,354	\$ 901	\$ -	\$ 83,678	\$ 83,678	\$ 47,337	\$ -	\$ 47,337
Special Revenue	87,898	64,879	152,777	65,507	628	-	152,777	152,777	81,285	-	81,285
Capital Projects	-	30,412	30,412	30,412	-	-	30,412	30,412	30,412	-	30,412
Fiduciary:											
Nonexpendable Trust	1,030	-	1,030	7	7	-	1,030	1,030	-	-	-
Total (Memorandum Only)	\$ 132,153	\$ 135,744	\$ 267,897	\$ 137,280	\$ 1,536	\$ -	\$ 267,897	\$ 267,897	\$ 159,034	\$ -	\$ 159,034

**SALEM TOWNSHIP
AUGLAIZE COUNTY, OHIO**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 2003 AND 2002**

NOTE 1 - DESCRIPTION OF THE ENTITY

Salem Township (“the Township”) is a body politic and corporate established for the purpose of exercising the rights and privileges conveyed to it by the constitution and laws of the State of Ohio.

The Township is directed by a publicly-elected three member Board of Trustees. The Township provides general governmental services, including road maintenance, emergency medical services, fire protection and cemetery maintenance.

Management believes the financial statements included in this report represent all of the funds of the Township over which the Township officials have direct operating control.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The most significant of the Township’s accounting policies are described below.

A. BASIS OF PRESENTATION - FUND ACCOUNTING

The accounts of the Township are maintained on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts. The following fund types are used by the Township.

GOVERNMENTAL FUNDS

General Fund

The general fund is used to account for all activities of the Township not required to be included in another fund. The general fund balance is available to the Township for any purpose provided it is expended or transferred according to the general laws of Ohio.

Special Revenue Funds

These funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specific purposes.

**SALEM TOWNSHIP
AUGLAIZE COUNTY, OHIO**

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 2003 AND 2002

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

The Township had the following significant Special Revenue Fund:

Gasoline Tax Fund - This fund receives gasoline tax money for constructing, maintaining and repairing Township roads.

Capital Projects Funds

These funds are used to account for receipts that are restricted for the acquisition or construction of major capital projects. The Township had the following significant Capital Projects Funds during 2002:

Issue II Fund - This fund accumulates grant monies received and paid out on behalf of the Township.

Fiduciary Funds (Trust and Agency Funds)

Trust funds are used to account for resources restricted by legally binding trust agreements. If the agreement requires the Township to maintain the corpus of the trust, the fund is classified as a nonexpendable trust fund. Other trust funds are classified as expendable. The Township had the following significant Nonexpendable Trust Fund:

Trust Cemetery Bequest Fund - This fund is used to account for resources restricted by legally binding trust agreements. The agreement requires the Township to maintain the corpus of the trust and the fund is classified as a nonexpendable trust fund.

B. BASIS OF ACCOUNTING

These financial statements follow the basis of accounting prescribed or permitted by the Auditor of State, which is similar to the cash receipts and disbursements basis of accounting. Receipts are recognized when received in cash rather than when earned, and disbursements are recognized when paid rather than when a liability is incurred. Budgetary presentations report budgetary expenditures when a commitment is made (i.e., when an encumbrance is approved).

These statements include adequate disclosure of material matters, as prescribed or permitted by the Auditor of State.

**SALEM TOWNSHIP
AUGLAIZE COUNTY, OHIO**

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 2003 AND 2002

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

C. BUDGETARY PROCESS

The budgetary process is prescribed by provisions of the Ohio Revised Code and entails the preparation of budgetary documents within an established timetable. The major documents prepared are the certificate of estimated resources, and the appropriation resolution, all of which are prepared on the budgetary basis of accounting. The certificate of estimated resources and the appropriations resolution are subject to amendment throughout the year with the legal restriction that appropriations cannot exceed estimated resources, as certified. All funds are legally required to be budgeted and appropriated. The primary level of budgetary control is at the item level within each fund. Any budgetary modifications at this level may only be made by resolution of the Township's Council.

Estimated Resources:

The County Budget Commission determines if the budget substantiates a need to levy the full amount of authorized property tax rates and reviews receipt estimates. The County Budget Commission certifies its actions to the Township by September 1. As part of this certification, the Township receives the official certificate of estimated resources, which states the projected receipts of each fund. On or about January 1, the certificate is amended to include unencumbered fund balances at December 31 of the preceding year. Further amendments may be made during the year if the Township determines that receipts collected will be greater than or less than the prior estimates and the Budget Commission find the revised estimates to be reasonable. Prior to December 31, the Township must revise its budget so that the total contemplated expenditures from a fund during the ensuing fiscal year will not exceed the amount stated in the certificate of estimated resources. The revised budget then serves as the basis for the annual appropriation measure.

Appropriations:

A temporary appropriation measure to control cash disbursements may be passed on or about January 1 of each year for the period January to March 31. An annual appropriation measure must be passed by April 1 of each year for the period January 1 to December 31. The appropriations measure may be amended or supplemented during the year as new information becomes available. Appropriations may not exceed estimated resources. The Township legally adopted supplemental appropriations during 2002, however, did not adopt supplemental appropriations in 2003.

**SALEM TOWNSHIP
AUGLAIZE COUNTY, OHIO**

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 2003 AND 2002

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

Encumbrances:

As part of the formal budgetary control, purchase orders, contracts, and other commitments for the expenditure of funds are recorded in order to reserve the portion of the applicable appropriation.

At the close of each fiscal year, the unencumbered balance of each appropriation reverts to the respective fund from which it was appropriated and becomes subject to future appropriations. The encumbered appropriation balance is carried forward to the succeeding fiscal year and need not be reappropriated. There were no outstanding encumbrances at December 31, 2003 or 2002.

D. CASH AND INVESTMENTS

For reporting purposes, the Township considers "Cash and Cash Equivalents" to be cash on hand, demand deposits, and all investments held by the Township with a maturity date less than or equal to three months from the date of purchase. Interest earned on investments held by the treasurer is credited to its respective funds. Interest income earned and received by the Township totaled \$448 and \$1,052 for the years ended December 31, 2003 and 2002, respectively.

E. PROPERTY, PLANT AND EQUIPMENT

Fixed assets are not capitalized in any of the Township's funds. Instead, capital acquisition and construction costs are reflected as expenditures in the fund in the year expended. The costs of normal maintenance and repairs are also expended, along with improvements. Depreciation is not recorded.

F. INTERGOVERNMENTAL REVENUES

Intergovernmental revenues, such as entitlements and grants awarded on a non-reimbursable basis are recorded when received in accordance with the Township's cash basis method of accounting.

G. TOTAL COLUMNS ON FINANCIAL STATEMENTS

Total columns on the financial statements are captioned "Total (Memorandum Only)" to indicate that they are presented only to facilitate financial analysis. Interfund-type eliminations have not been made in the aggregation of this data.

**SALEM TOWNSHIP
AUGLAIZE COUNTY, OHIO**

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 2003 AND 2002

NOTE 3 - EQUITY IN POOLED CASH AND INVESTMENTS

The Township maintains a cash and investment pool used by all funds. The Ohio Revised Code prescribes allowable deposits and investments. The carrying amount of deposits and investments at December 31 was as follows:

	2003	2002
Deposits: Demand deposits	\$ 5,100	\$ 5,100
Investments: Money market	<u>130,283</u>	<u>105,299</u>
Total deposits and investments	<u>\$ 135,383</u>	<u>\$ 110,399</u>

Deposits: Deposits are insured by the Federal Depository Insurance Corporation.

Investments: Investments in mutual funds are not endorsed by securities that exist in physical or book-entry form.

NOTE 4 - DEBT OBLIGATIONS

Transactions for the year ended December 31, 2002 are summarized as follows:

Description	Balance at January 1	Proceeds	Payments	Balance at December 31
2002:				
Loan-Truck	\$ 12,657	\$ -	\$(12,657)	\$ -
Total	<u>\$ 12,657</u>	<u>\$ -</u>	<u>\$(12,657)</u>	<u>\$ -</u>

The Township had no outstanding debt obligations at December 31, 2003 and 2002.

NOTE 5 - PROPERTY TAX

Real property taxes become a lien on January 1 preceding the October 1 date for which rates are adopted by the County. The State Board of Tax Equalization adjusts these rates for inflation. Property taxes are also reduced for applicable homestead and rollback deductions. Homestead and rollback amounts are then paid by the State and are reflected in the accompanying financial statements as Intergovernmental Receipts. Real property taxes are payable annually or semiannually to the County. If paid annually, payment is due December 31; if paid semiannually, the first payment is due December 31 with the remainder payable by June 20 of the following year. Under certain circumstances, state statute permits later payment dates to be established.

**SALEM TOWNSHIP
AUGLAIZE COUNTY, OHIO**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 2003 AND 2002**

NOTE 5 - PROPERTY TAX - (Continued)

Public utilities are also taxed on personal and real property located within the Township.

Tangible personal property tax is assessed by the property owners, who must file a list of such property to the County by each April 30.

The County is responsible for assessing property, and for billing, collecting, and distributing all property taxes on behalf of the Township.

NOTE 6 - RETIREMENT SYSTEM

The Township's employees belong to the Ohio Public Employees Retirement System (OPERS) of Ohio. OPERS is a cost-sharing, multiple-employer plan. This plan provides retirement benefits, including post-retirement healthcare, and survivor and disability benefits to participants as prescribed by the Ohio Revised Code.

Contribution rates are also prescribed by the Ohio Revised Code. For 2003 and 2002, members of OPERS contribute 8.5% of their gross salaries. The Township contributes an amount equal to 13.55% of participants' gross salaries. As of December 31, 2003, all of its 2003 and 2002 OPERS liability had been paid.

NOTE 7 - RISK MANAGEMENT

The Township belongs to the Ohio Township Association Risk Management Authority (OTARMA). OTARMA is a risk-sharing pool available to Ohio townships. OTARMA provides property and casualty insurance for its members. OTARMA is a member of the American Public Entity Excess Pool (APEEP). Member governments pay annual contributions to fund OTARMA. OTARMA pays judgements, settlements and other expenses resulting from covered claims that exceed the members' deductibles.

A. Casualty Insurance

OTARMA retains casualty risks up to \$250,000 per claim. Claims exceeding \$250,000 are reinsured with APEEP up to \$1,750,000 per claim and \$5,000,000 in the aggregate per year. Governments can elect additional coverage, from \$2,000,000 to \$10,000,000, from the General Reinsurance Corporation.

If losses exhaust OTARMA's retained earnings, APEEP covers OTARMA losses up to \$5,000,000 per year, subject to a per-claim limit of \$2,000,000.

**SALEM TOWNSHIP
AUGLAIZE COUNTY, OHIO**

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 2003 AND 2002

NOTE 7 - RISK MANAGEMENT - (Continued)

B. Property Insurance

OTARMA retains property risks, including automobile physical damage, up to \$10,000 on any specific loss with an annual aggregate of \$1,250,000 for 2002. The Travelers Indemnity Company reinsures specific losses exceeding \$10,000 if the annual aggregate is reached and all specific losses exceeding \$100,000. APEEP's Operating Fund and Guarantee Fund pay for losses and loss adjustment expenses should they exceed operating contributions.

The aforementioned casualty and property reinsurance agreements do not discharge OTARMA's primary liability for claims payments on covered losses. Claims exceeding coverage limits are the obligation of the respective government.

C. Financial Position

Financial Position

OTARMA's financial statements (audited by other accountants) conform with accounting principles generally accepted in the United States of America, and reported the following assets, liabilities and retained earnings at December 31, 2002 which is the latest available data:

<u>Casualty Coverage</u>	<u>2002</u>
Assets	\$ 23,757,036
Liabilities	<u>(9,197,512)</u>
Retained earnings	<u>\$ 14,559,524</u>
 <u>Property Coverage</u>	 <u>2002</u>
Assets	\$ 6,596,996
Liabilities	<u>(1,204,326)</u>
Retained earnings	<u>\$ 5,392,670</u>

NOTE 8 - CONTINGENT LIABILITY

LITIGATION

The Township is currently not involved in litigation.

TRIMBLE, JULIAN & GRUBE, INC.

“SERVING OHIO LOCAL GOVERNMENTS”

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Worthington, Ohio 43085

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Report on Compliance and on Internal Control Over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance With *Government Auditing Standards*

Board of Trustees
Salem Township, Auglaize County
21866 St. Marys River Rd.
Spencerville, OH 45887

We have audited the financial statements of Salem Township (the “Township”), Auglaize County, as of and for the years ended December 31, 2003 and 2002, and have issued our report thereon dated March 22, 2004. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Township’s financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Board of Trustees
Salem Township, Auglaize County

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Township's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

This report is intended for the information of Salem Township's Board of Trustees and management and is not intended to be and should not be used by anyone other than these specified parties.

Trimble, Julian & Grube, Inc.
March 22, 2004



**Auditor of State
Betty Montgomery**

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SALEM TOWNSHIP

AUGLAIZE COUNTY

CLERK'S CERTIFICATION

This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.

Susan Babbitt

CLERK OF THE BUREAU

**CERTIFIED
MAY 18, 2004**