

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

AUDIT REPORT

JANUARY 1, 2007 - DECEMBER 31, 2008

**Wolfe, Wilson, & Phillips, Inc.
37 South Seventh Street
Zanesville, Ohio 43701**



Mary Taylor, CPA
Auditor of State

Board of Trustees
Spencer Township
55050 Iowa Road
Cumberland, Ohio 43732

We have reviewed the *Independent Auditors' Report* of Spencer Township, Guernsey County, prepared by Wolfe, Wilson & Phillips, Inc., for the audit period January 1, 2007 through December 31, 2008. 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. Spencer Township is responsible for compliance with these laws and regulations.

Mary Taylor

Mary Taylor, CPA
Auditor of State

July 27, 2009

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**SPENCER TOWNSHIP
GUERNSEY COUNTY**

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**WOLFE, WILSON, & PHILLIPS, INC.
37 SOUTH SEVENTH STREET
ZANESVILLE, OHIO 43701**

INDEPENDENT AUDITORS' REPORT

Spencer Township
Guernsey County
55050 Iowa Road
Cumberland, Ohio 43732

We have audited the accompanying financial statements of the governmental activities, major funds and aggregate remaining fund information of Spencer Township, Guernsey County as of and for the years ended December 31, 2008 and 2007, which collectively comprised the Township's basic financial statements. 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 has prepared these financial statements and notes using the cash basis of accounting. This is a comprehensive accounting basis 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 respective financial position-cash basis of the governmental activities, major funds and the aggregate remaining fund information of Spencer Township, Guernsey County, as of December 31, 2008 and 2007, and the respective changes in financial position-cash basis and the respective budgetary comparison for the General Fund, Gasoline Tax Fund, Road and Bridge Fund, and the Special Levy, Fire Fund thereof for the years then ended in conformity with the basis of accounting Note 2 describes.

In accordance with *Government Auditing Standards*, we have also issued a report dated June 19, 2009, on our consideration of Spencer Township's internal control structure over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. 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.

Management's discussion and analysis is not a required part of the basic financial statements but is supplementary information the Government Accounting Standards Board requires. We have applied certain limited procedures, consisting principally of inquiries of management regarding the methods of measuring and presenting the required supplementary information. However, we did not audit the information and express no opinion on it.

Wolfe, Wilson, & Phillips, Inc.
Zanesville, Ohio
June 19, 2009

**SPENCER TOWNSHIP, GUERNSEY COUNTY
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2008
UNAUDITED**

This discussion and analysis of the Spencer Township's financial performance provides an overall review of the Township's financial activities for the year ended December 31, 2008 and 2007, within the limitations of the Township's cash basis accounting. The intent of this discussion and analysis is to look at the Township's financial performance as a whole; readers should also review the financial statements and notes to the basic financial statements to enhance their understanding of the Township's financial performance.

Highlights

Key highlights for 2008 and 2007 are as follows:

The Township's general receipts are primarily Real Estate and property taxes for governmental activities for the year. Tax receipts for 2008 and 2007 changed very little compared to 2006 as development within the Township has stayed about the same.

The Township purchased a new bush hog with cash.

The Township used part of the agency funds on hand for necessary road repairs due to damages suffered to roadways from excessive use by an oil company.

Using the Basic Financial Statements

This annual report is presented in a format consistent with the presentation requirements of Governmental Accounting Standards Board Statement No. 34, as applicable to the Township's cash basis of accounting.

Report Components

The statement of net assets and statement of activities provide information about the cash activities of the Township as a whole. The statement of cash basis assets and fund balances, and the statement of cash receipts, disbursements and changes in fund cash balances, present financial information by fund, presenting funds with the largest balances or most activity in separate columns.

The notes to the basic financial statements are an integral part of the government-wide and fund financial statements and provide expanded explanation and detail regarding the information reported in the statements.

**SPENCER TOWNSHIP, GUERNSEY COUNTY
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2008
UNAUDITED**

Basis of Accounting

The basis of accounting is a set of guidelines that determine when financial events are recorded. The Township has elected to present on a cash basis of accounting. This basis of accounting is a basis of accounting other than generally accepted accounting principles. Under the Township's cash basis of accounting, receipts and disbursements are recorded when cash is received or paid.

As a result of using the cash basis of accounting, certain assets and their related revenues (such as accounts receivable) and certain liabilities and their expenses (such as accounts payable) are not recorded in the financial statements. Therefore, when reviewing the financial information and discussion within this report, the reader must keep in mind the limitations resulting from the use of the cash basis of accounting.

Reporting the Government as a Whole

The statements of net assets and statements of activities for 2008 and 2007 reflect how the Township did financially within the limitations of the cash basis of accounting. The statement of net assets present the cash balances of the governmental activities of the Township at year-end. The statement of activities compares cash disbursements with program receipts for each governmental program. Program receipts include charges paid by the recipient of the programs services and grants and contributions restricted to meeting the operational or capital requirements of a particular program. General cash receipts are all receipts not classified as program receipts. The comparison of cash disbursements with program receipts identifies how each governmental function draws from the Township's general receipts.

These statements report the Township's cash position and the changes in cash position. Keeping in mind the limitations of the cash basis of accounting, you can think of these changes as one way to measure the Township's financial health. Over time, increases or decreases in the Township's cash position is one indicator of whether the Township's financial health is improving or deteriorating. When evaluating the Township's financial condition, you should also consider other nonfinancial factors as well such as the Township's tax base, the extent of the Township's debt obligations, the reliance on non-local financial resources for operations and the need for continued growth in the major local revenue sources such as property and real estate taxes.

In the statement of net assets and the statement of activities, we divide the government into governmental activities. All of the Township's basic services are reported here, including road maintenance. Real estate and property taxes finance most of these activities. Benefits provided through governmental activities are not necessarily paid for by the people receiving them.

Reporting the Government's Most Significant Funds

Fund financial statements provide detailed information about the Township's major funds – not the Township as a whole. The Township establishes separate funds to better manage its many activities and to help demonstrate that money that is restricted as to how it may be used is being spent for the intended purpose.

**SPENCER TOWNSHIP, GUERNSEY COUNTY
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2008
UNAUDITED**

Governmental Funds - All of the Township's activities are reported in governmental funds. The governmental fund financial statements provide a detailed view of the Township's governmental operations and the basic services it provides. Governmental fund information helps determine whether there are more or less financial resources that can be spent to finance the Township's programs. The Township's significant governmental funds are presented on the financial statements in separate columns. The information for nonmajor funds (funds whose activity or balances are not large enough to warrant separate reporting) is combined and presented in total in a single column. The Township's major governmental funds for 2008 are the General Fund, Gasoline Tax Fund, Road and Bridge Fund and Special Levy, Fire Fund and for 2007 are General Fund, Gasoline Tax Fund, Road and Bridge Fund and Special Levy, Fire Fund. The programs reported in governmental funds are related to those reported in the governmental activities section of the entity-wide statements. There are no reconciliations between the two reports as the township reports on the cash basis.

The Government as a Whole

Table 1 provides a summary of the Township's net assets for 2008, 2007, and 2006 on the cash basis:

Table 1
NET ASSETS

	Governmental Activities 2008	Governmental Activities 2007	Governmental Activities 2006
Assets			
Cash	\$ 198,441	\$ 149,542	\$ 135,139
Total Assets	198,441	\$ 149,542	\$ 135,139
Net Assets			
Restricted for:			
Debt Service	12,370	12,359	12,380
Other Purposes	140,266	115,323	101,830
Unrestricted	45,805	21,860	20,929
Total Net Assets	\$ 198,441	\$ 149,542	\$ 135,139

**SPENCER TOWNSHIP, GUERNSEY COUNTY
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2008
UNAUDITED**

Table 2 reflects the changes in net assets in 2008, 2007, and 2006

Table 2
CHANGES IN NET ASSETS

	Governmental Activities 2008	Governmental Activities 2007	Governmental Activities 2006
Receipts:			
Program Receipts:			
Charges for Services	\$ 7,753	\$ 11,220	\$ 6,010
Operating Grants	103,494	103,031	100,434
Capital Grants	-	-	-
Total Program Receipts	111,247	114,251	106,444
General Receipts;			
Property and Other Tax	68,725	67,458	60,878
Grants and Entitlements not Restricted	29,123	10,118	10,683
Earnings on Investments	3,487	6,660	5,451
Sale of Fixed Assets	540	-	-
Bond Proceeds	-	-	54,000
Miscellaneous	-	1,113	23
Total General Receipts	101,875	85,349	131,035
Total Receipts	213,122	199,600	237,479
Disbursements:			
General Government	21,365	24,612	21,742
Public Safety	11,000	11,000	11,000
Public Works	116,824	128,895	124,376
Health	388	296	136
Capital Outlay	32	709	54,916
Miscellaneous	2,301	7,340	13,285
Principal	10,307	9,857	-
Interest	2,006	2,488	-
Total Disbursements	164,223	185,197	225,455
Increase/(Decrease) In Net Assets	48,899	14,403	12,024
Net Assets, January 1	149,542	135,139	123,115
Net Assets, December 31	\$ 198,441	149,542	\$ 135,139

Program receipts represent 52%, 57%, and 45% of total receipts for 2008, 2007, and 2006. They are primarily comprised of restricted intergovernmental receipts such as motor vehicle license and gas tax money.

General receipts represent 48%, 43%, and 55% of the Township's total receipts for 2008, 2007, and 2006. Local taxes represent 67%, 79%, and 46% of the general receipts for 2008, 2007, and 2006. Grants and entitlements make up the balance of general receipts. Other receipts are insignificant and somewhat unpredictable receipt sources.

**SPENCER TOWNSHIP, GUERNSEY COUNTY
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2008
UNAUDITED**

Disbursements for general government represent the overhead costs of running the Township and the support services provided for the other Township activities.

The Government's Funds

Total governmental funds had receipts of \$213,122 and \$199,600 for 2008 and 2007 and disbursements of \$164,223 and \$185,197 for 2008 and 2007.

Fund Budgeting Highlights

The Township's budget is prepared according to Ohio law and is based upon accounting for certain transactions on a basis of cash receipts and disbursements. The most significant budgeted fund is the General Fund.

During 2008, the Township made amendments to its appropriation budget and receipts budget to reflect changing circumstances. For 2008, actual receipts were greater than budgeted receipts.

Final budgeted disbursements for 2008 and 2007 were \$46,540 and \$44,878. Actual disbursements for 2008 and 2007 were \$21,785 and \$26,157. The Township kept spending close to budgeted amounts.

Capital Assets and Debt Administration

Capital Assets

The Township does not currently keep track of its capital assets and infrastructure in the accompanying financial statements, but records payments for capital assets as disbursements.

Debt

As of December 31, 2008, the Township has outstanding debt in the amount of \$33,836 with 10,779 due within the next year. The debt is a loan used to purchase a loader backhoe. Payments are made annually. See footnote #8 for more detail.

Contacting the Government's Financial Management

This financial report is designed to provide our citizens, taxpayers, investors, and creditors with a general overview of the Township's finances and to reflect the Township's accountability for the monies it receives. Questions concerning any of the information in this report or requests for additional information should be directed to Nathan Wutrick, Fiscal Officer, 55050 Iowa Road, Cumberland, Ohio 43732.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

**STATEMENT OF NET ASSETS-CASH BASIS
December 31, 2008**

	<u>Governmental Activities</u>
ASSETS:	
Equity in Pooled Cash and Cash Equivalents	<u>\$ 198,441</u>
Total Assets	<u><u>\$ 198,441</u></u>
NET ASSETS:	
Restricted for:	
Debt Service	\$ 12,370
Other Purposes	140,266
Unrestricted	<u>45,805</u>
Total Net Assets	<u><u>\$ 198,441</u></u>

See notes to basic financial statements.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

**STATEMENT OF ACTIVITIES-CASH BASIS
FOR THE YEAR ENDED DECEMBER 31, 2008**

	Cash Disbursements	Charges for Services and Sales	Operating Grants and Contributions	Capital Grants and Contributions	Net (Disbursements) Receipts and Changes in Net Assets
Governmental Activities:					
General Government	\$ 21,365	\$ -	\$ -	\$ -	\$ (21,365)
Public Safety	11,000	-	-	-	(11,000)
Public Works	116,824	-	103,494	-	(13,330)
Health	388	-	-	-	(388)
Capital Outlay	32	-	-	-	(32)
Other	2,301	7,753	-	-	5,452
Principal	10,307	-	-	-	(10,307)
Interest	2,006	-	-	-	(2,006)
	\$ 164,223	\$ 7,753	\$ 103,494	\$ -	\$ (52,976)

General Receipts:

Property Taxes Levied for:	
General Purposes	\$ 68,725
Grants and Entitlements not	
Restricted to Specific Programs	29,123
Earnings on Investments	3,487
Sale of Fixed Assets	540
Total General Receipts	101,875
 Change in Net Assets	 48,899
 Net Assets Beginning of Year	 149,542
 Net Assets End of Year	 \$ 198,441

See notes to the basic financial statements.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

**STATEMENT OF CASH BASIS ASSETS AND FUND BALANCES
GOVERNMENTAL FUNDS
December 31, 2008**

	<u>General</u>	<u>Gasoline Tax</u>	<u>Road and Bridge</u>	<u>Special Levy, Fire</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
ASSETS:						
Equity in Pooled Cash and cash Equivalents	\$ 45,805	\$ 54,852	\$ 45,143	\$ 23,685	\$ 28,956	\$ 198,441
Total Assets	<u>\$ 45,805</u>	<u>\$ 54,852</u>	<u>\$ 45,143</u>	<u>\$ 23,685</u>	<u>\$ 28,956</u>	<u>\$ 198,441</u>
Fund Balances:						
Unreserved:						
General Fund	45,805	-	-	-	-	45,805
Special Revenue Fund	-	54,852	45,143	23,685	16,586	140,266
Debt Service Fund	-	-	-	-	12,370	12,370
Total Fund Balances	<u>\$ 45,805</u>	<u>\$ 54,852</u>	<u>\$ 45,143</u>	<u>\$ 23,685</u>	<u>\$ 28,956</u>	<u>\$ 198,441</u>

See notes to basic financial statements.

**SPENCER TOWNSHIP
GUERNESY COUNTY**

**STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND CASH BALANCES
GOVERNMENTAL FUNDS
December 31, 2008**

	<u>General</u>	<u>Gasoline Tax</u>	<u>Road and Bridge</u>	<u>Special Levy Fire</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
CASH RECEIPTS						
Property and Other Local Taxes	\$ 18,345	\$ -	\$ 34,139	\$ 16,241	\$ -	\$ 68,725
Charges for Services	-	7,753	-	-	-	7,753
Intergovernmental	24,736	77,414	-	-	30,467	132,617
Earnings on Investments	2,109	1,062	-	-	316	3,487
Total Receipts	<u>45,190</u>	<u>86,229</u>	<u>34,139</u>	<u>16,241</u>	<u>30,783</u>	<u>212,582</u>
CASH DISBURSEMENTS:						
Current:						
General Government	21,365	-	-	-	-	21,365
Public Safety	-	-	-	11,000	-	11,000
Public Works	-	83,689	7,388	-	25,747	116,824
Health	388	-	-	-	-	388
Capital Outlay	32	-	-	-	-	32
Principal Retirement	-	-	-	-	10,307	10,307
Interest & Fiscal Charges	-	-	-	-	2,006	2,006
Total Disbursements	<u>21,785</u>	<u>83,689</u>	<u>7,388</u>	<u>11,000</u>	<u>38,060</u>	<u>161,922</u>
Excess of Receipts Over (Under) Disbursements	23,405	2,540	26,751	5,241	(7,277)	50,660
Other Financing Receipts/(Disbursements)						
Sale of Fixed Assets	540	-	-	-	-	540
Other Financing Uses	-	(2,301)	-	-	-	(2,301)
Total Other Financing Receipts/(Disbursements)	<u>540</u>	<u>(2,301)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(1,761)</u>
Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements And Other Financing Disbursements	23,945	239	26,751	5,241	(7,277)	48,899
Cash Fund Balances Beginning of Year	<u>21,860</u>	<u>54,613</u>	<u>18,392</u>	<u>18,444</u>	<u>36,233</u>	<u>149,542</u>
Cash Fund Balances End of Year	<u>\$ 45,805</u>	<u>\$ 54,852</u>	<u>\$ 45,143</u>	<u>\$ 23,685</u>	<u>\$ 28,956</u>	<u>\$ 198,441</u>

See notes to basic financial statements.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

**STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND CASH BALANCES
BUDGET AND ACTUAL - BUDGET BASIS
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2008**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
CASH RECEIPTS				
Property and Other Local Taxes	\$ 15,974	\$ 15,974	\$ 18,345	\$ 2,371
Charges for Services	-	-	-	-
Intergovernmental	4,906	4,906	24,736	19,830
Earnings on Investments	3,800	3,800	2,109	(1,691)
Total Receipts	<u>24,680</u>	<u>24,680</u>	<u>45,190</u>	<u>20,510</u>
CASH DISBURSEMENTS:				
Current:				
General Government	36,483	36,483	21,365	15,118
Health	400	400	388	12
Capital Outlay	1,900	1,900	32	1,868
Total Disbursements	<u>38,783</u>	<u>38,783</u>	<u>21,785</u>	<u>16,998</u>
Excess of Receipts Over (Under) Disbursements	(14,103)	(14,103)	23,405	37,508
Other Financing Sources (Uses)				
Sale of Fixed Assets	-	-	540	540
Other Financing Uses	(7,757)	(7,757)	-	7,757
Total Other Financing Sources (Uses)	<u>(7,757)</u>	<u>(7,757)</u>	<u>540</u>	<u>8,297</u>
Net Change in Fund Balances	(21,860)	(21,860)	23,945	45,805
Cash Fund Balances Beginning of Year	21,860	21,860	21,860	-
Cash Fund Balances End of Year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 45,805</u>	<u>\$ 45,805</u>

See notes to basic financial statements.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

**STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND CASH BALANCES
BUDGET AND ACTUAL - BUDGET BASIS
GASOLINE TAX FUND
FOR THE YEAR ENDED DECEMBER 31, 2008**

	<u>Budgeted Amounts</u>			Variance with
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	Final Budget Positive (Negative)
CASH RECEIPTS				
Charges for Services	\$ 6,000	\$ 6,000	\$ 7,753	\$ 1,753
Intergovernmental	72,675	72,675	77,414	4,739
Earnings on Investments	<u>2,500</u>	<u>2,500</u>	<u>1,062</u>	<u>(1,438)</u>
Total Receipts	81,175	81,175	86,229	5,054
CASH DISBURSEMENTS:				
Current:				
Public Works	124,170	124,170	83,689	40,481
Capital Outlay	<u>1,000</u>	<u>1,000</u>	<u>-</u>	<u>1,000</u>
Total Disbursements	<u>125,170</u>	<u>125,170</u>	<u>83,689</u>	<u>41,481</u>
Excess of Receipts Over (Under) Disbursements	(43,995)	(43,995)	2,540	46,535
Other Financing Sources (Uses)				
Other Financing Uses	<u>(10,618)</u>	<u>(10,618)</u>	<u>(2,301)</u>	<u>8,317</u>
Total Other Financing Sources (Uses)	<u>(10,618)</u>	<u>(10,618)</u>	<u>(2,301)</u>	<u>8,317</u>
Net Change in Fund Balances	(54,613)	(54,613)	239	54,852
Cash Fund Balances Beginning of Year	54,613	54,613	54,613	-
Cash Fund Balances End of Year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 54,852</u>	<u>\$ 54,852</u>

See notes to basic financial statements.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

**STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND CASH BALANCES
BUDGET AND ACTUAL - BUDGET BASIS
ROAD AND BRIDGE FUND
FOR THE YEAR ENDED DECEMBER 31, 2008**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
CASH RECEIPTS				
Property and Other Local Taxes	\$ 30,711	\$ 30,711	\$ 34,139	\$ 3,428
Total Receipts	30,711	30,711	34,139	3,428
CASH DISBURSEMENTS:				
Current:				
Public Works	49,103	49,103	7,388	41,715
Total Disbursements	49,103	49,103	7,388	41,715
Net Change in Fund Balances	(18,392)	(18,392)	26,751	45,143
Cash Fund Balances Beginning of Year	18,392	18,392	18,392	-
Cash Fund Balances End of Year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 45,143</u>	<u>\$ 45,143</u>

See notes to basic financial statements.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

**STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND CASH BALANCES
BUDGET AND ACTUAL - BUDGET BASIS
SPECIAL LEVY, FIRE FUND
FOR THE YEAR ENDED DECEMBER 31, 2008**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
CASH RECEIPTS				
Property and Other Local Taxes	\$ 14,639	\$ 14,639	\$ 16,241	\$ 1,602
Total Receipts	14,639	14,639	16,241	1,602
CASH DISBURSEMENTS:				
Current:				
Public Works	33,083	33,083	11,000	22,083
Total Disbursements	33,083	33,083	11,000	22,083
Net Change in Fund Balances	(18,444)	(18,444)	5,241	23,685
Cash Fund Balances Beginning of Year	18,444	18,444	18,444	-
Cash Fund Balances End of Year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 23,685</u>	<u>\$ 23,685</u>

See notes to basic financial statements.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

**STATEMENT OF NET ASSETS-CASH BASIS
FIDUCIARY FUNDS
December 31, 2008**

	<u>Agency Funds</u>
ASSETS:	
Cash and Cash Equivalents	<u>\$ 650</u>
Total Assets	<u><u>\$ 650</u></u>
NET ASSETS:	
Restricted for:	
Other Purposes	<u>\$ 650</u>
Total Net Assets	<u><u>\$ 650</u></u>

See notes to basic financial statements.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

**STATEMENT OF NET ASSETS-CASH BASIS
December 31, 2007**

	<u>Governmental Activities</u>
ASSETS:	
Equity in Pooled Cash and Cash Equivalents	<u>\$ 149,542</u>
Total Assets	<u><u>\$ 149,542</u></u>
NET ASSETS:	
Restricted for:	
Debt Service	\$ 12,359
Other Purposes	115,323
Unrestricted	<u>21,860</u>
Total Net Assets	<u><u>\$ 149,542</u></u>

See notes to basic financial statements.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

**STATEMENT OF ACTIVITIES-CASH BASIS
FOR THE YEAR ENDED DECEMBER 31, 2007**

	<u>Cash</u> <u>Disbursements</u>	<u>Charges for</u> <u>Services</u> <u>and Sales</u>	<u>Operating</u> <u>Grants and</u> <u>Contributions</u>	<u>Capital Grants</u> <u>and</u> <u>Contributions</u>	<u>Net</u> <u>(Disbursements)</u> <u>Receipts and</u> <u>Changes in</u> <u>Net Assets</u>
Governmental Activities:					
General Government	\$ 24,612	\$ -	\$ -	\$ -	\$ (24,612)
Public Safety	11,000	-	-	-	(11,000)
Public Works	128,895	-	103,031	-	(25,864)
Health	296	-	-	-	(296)
Capital Outlay	709	-	-	-	(709)
Other	7,340	11,220	-	-	3,880
Principal	9,857	-	-	-	(9,857)
Interest	2,488	-	-	-	(2,488)
Total Governmental Activities	<u>\$ 185,197</u>	<u>\$ 11,220</u>	<u>\$ 103,031</u>	<u>\$ -</u>	<u>\$ (70,946)</u>

General Receipts:

Property Taxes Levied for:	
General Purposes	\$ 67,458
Grants and Entitlements not	
Restricted to Specific Programs	10,118
Earnings on Investments	6,660
Bond Proceeds	-
Miscellaneous	1,113
	<u>85,349</u>
Total General Receipts	<u>85,349</u>
Change in Net Assets	14,403
Net Assets Beginning of Year	<u>135,139</u>
Net Assets End of Year	<u>\$ 149,542</u>

See notes to the basic financial statements.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

**STATEMENT OF CASH BASIS ASSETS AND FUND BALANCES
GOVERNMENTAL FUNDS
December 31, 2007**

	<u>General</u>	<u>Gasoline Tax</u>	<u>Road and Bridge</u>	<u>Special Levy Fire</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
ASSETS:						
Equity in Pooled Cash and cash Equivalents	\$ 21,860	\$ 54,613	\$ 18,392	\$ 18,444	\$ 3,623	\$ 116,932
Total Assets	<u>\$ 21,860</u>	<u>\$ 54,613</u>	<u>\$ 18,392</u>	<u>\$ 18,444</u>	<u>\$ 3,623</u>	<u>\$ 116,932</u>
Fund Balances:						
Unreserved:						
General Fund	21,860	-	-	-	-	21,860
Special Revenue Fund	-	54,613	18,392	18,444	23,874	115,323
Debt Service Fund	-	-	-	-	12,359	12,359
Total Fund Balances	<u>\$ 21,860</u>	<u>\$ 54,613</u>	<u>\$ 18,392</u>	<u>\$ 18,444</u>	<u>\$ 36,233</u>	<u>\$ 149,542</u>

See notes to basic financial statements.

**SPENCER TOWNSHIP
GUERNESY COUNTY**

**STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND CASH BALANCES
GOVERNMENTAL FUNDS
December 31, 2007**

	<u>General</u>	<u>Gasoline Tax</u>	<u>Road and Bridge</u>	<u>Special Levy, Fire</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
CASH RECEIPTS						
Property and Other Local Taxes	\$ 17,721	\$ -	\$ 33,199	\$ 16,538	\$ -	\$ 67,458
Charges for Services	99	11,121	-	-	-	11,220
Intergovernmental	4,874	76,655	-	-	31,620	113,149
Earnings on Investments	3,724	2,431	-	-	505	6,660
Other	670	58	385	-	-	1,113
Total Receipts	<u>27,088</u>	<u>90,265</u>	<u>33,584</u>	<u>16,538</u>	<u>32,125</u>	<u>199,600</u>
CASH DISBURSEMENTS:						
Current:						
General Government	24,612	-	-	-	-	24,612
Public Safety	-	-	-	11,000	-	11,000
Public Works	-	81,460	34,406	-	13,029	128,895
Health	296	-	-	-	-	296
Capital Outlay	709	-	-	-	-	709
Principal Retirement	-	-	-	-	9,857	9,857
Interest and Fiscal Charges	-	-	-	-	2,488	2,488
Total Disbursements	<u>25,617</u>	<u>81,460</u>	<u>34,406</u>	<u>11,000</u>	<u>25,374</u>	<u>177,857</u>
Excess of Receipts Over (Under) Disbursements	1,471	8,805	(822)	5,538	6,751	21,743
Other Financing Receipts/(Disbursements)						
Other Financing Uses	(540)	(6,800)	-	-	-	(7,340)
Total Other Financing Receipts/(Disbursements)	<u>(540)</u>	<u>(6,800)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(7,340)</u>
Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements And Other Financing Disbursements	931	2,005	(822)	5,538	6,751	14,403
Cash Fund Balances Beginning of Year	<u>20,929</u>	<u>52,608</u>	<u>19,214</u>	<u>12,906</u>	<u>29,482</u>	<u>135,139</u>
Cash Fund Balances End of Year	<u>\$ 21,860</u>	<u>\$ 54,613</u>	<u>\$ 18,392</u>	<u>\$ 18,444</u>	<u>\$ 36,233</u>	<u>\$ 149,542</u>

See notes to basic financial statements.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

**STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND CASH BALANCES
BUDGET AND ACTUAL - BUDGET BASIS
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2007**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
CASH RECEIPTS				
Property and Other Local Taxes	\$ 15,663	\$ 15,663	\$ 17,721	\$ 2,058
Charges for Services	73	73	99	26
Intergovernmental	4,943	4,943	4,874	(69)
Earnings on Investments	2,600	2,600	3,724	1,124
Other	-	-	670	670
Total Receipts	<u>23,279</u>	<u>23,279</u>	<u>27,088</u>	<u>3,809</u>
CASH DISBURSEMENTS:				
Current:				
General Government	34,901	34,901	24,612	10,289
Health	400	400	296	104
Capital Outlay	<u>1,900</u>	<u>1,900</u>	<u>709</u>	<u>1,191</u>
Total Disbursements	<u>37,201</u>	<u>37,201</u>	<u>25,617</u>	<u>11,584</u>
Excess of Receipts Over (Under) Disbursements	(13,922)	(13,922)	1,471	15,393
Other Financing Sources (Uses)				
Other Financing Uses	<u>(7,677)</u>	<u>(7,677)</u>	<u>(540)</u>	<u>7,137</u>
Total Other Financing Sources (Uses)	<u>(7,677)</u>	<u>(7,677)</u>	<u>(540)</u>	<u>7,137</u>
Net Change in Fund Balances	(21,599)	(21,599)	931	22,530
Cash Fund Balances Beginning of Year	20,929	# 20,929	20,929	-
Cash Fund Balances End of Year	<u>\$ (670)</u>	<u>\$ (670)</u>	<u>\$ 21,860</u>	<u>\$ 22,530</u>

See notes to basic financial statements.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

**STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND CASH BALANCES
BUDGET AND ACTUAL - BUDGET BASIS
GASOLINE TAX FUND
FOR THE YEAR ENDED DECEMBER 31, 2007**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
CASH RECEIPTS				
Charges for Services	\$ 10,351	\$ 10,351	\$ 11,121	\$ 770
Intergovernmental	69,675	69,675	76,655	6,980
Earnings on Investments	1,800	1,800	2,431	631
Miscellaneous	-	-	58	58
Total Receipts	<u>81,826</u>	<u>81,826</u>	<u>90,265</u>	<u>8,439</u>
CASH DISBURSEMENTS:				
Current:				
Public Works	122,060	122,060	81,460	40,600
Capital Outlay	1,000	1,000	-	1,000
Total Disbursements	<u>123,060</u>	<u>123,060</u>	<u>81,460</u>	<u>41,600</u>
Excess of Receipts Over (Under) Disbursements	(41,234)	(41,234)	8,805	50,039
Other Financing Sources (Uses)				
Other Financing Uses	(10,704)	(10,704)	(6,800)	3,904
Total Other Financing Sources (Uses)	<u>(10,704)</u>	<u>(10,704)</u>	<u>(6,800)</u>	<u>3,904</u>
Net Change in Fund Balances	(51,938)	(51,938)	2,005	53,943
Cash Fund Balances Beginning of Year	52,608	52,608	52,608	-
Cash Fund Balances End of Year	<u>\$ 670</u>	<u>\$ 670</u>	<u>\$ 54,613</u>	<u>\$ 53,943</u>

See notes to basic financial statements.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

**STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND CASH BALANCES
BUDGET AND ACTUAL - BUDGET BASIS
ROAD AND BRIDGE FUND
FOR THE YEAR ENDED DECEMBER 31, 2007**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
CASH RECEIPTS				
Property and Other Local Taxes	\$ 30,082	\$ 30,082	\$ 33,199	\$ 3,117
Intergovernmental	40	40	-	(40)
Miscellaneous	-	-	385	385
Total Receipts	<u>30,122</u>	<u>30,122</u>	<u>33,584</u>	<u>3,462</u>
CASH DISBURSEMENTS:				
Current:				
Public Works	<u>49,336</u>	<u>49,336</u>	<u>34,406</u>	<u>14,930</u>
Total Disbursements	<u>49,336</u>	<u>49,336</u>	<u>34,406</u>	<u>14,930</u>
Net Change in Fund Balances	(19,214)	(19,214)	(822)	18,392
Cash Fund Balances Beginning of Year	19,214	19,214	19,214	-
Cash Fund Balances End of Year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 18,392</u>	<u>\$ 18,392</u>

See notes to basic financial statements.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

**STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND CASH BALANCES
BUDGET AND ACTUAL - BUDGET BASIS
SPECIAL LEVY, FIRE FUND
FOR THE YEAR ENDED DECEMBER 31, 2007**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
CASH RECEIPTS				
Property and Other Local Taxes	\$ 14,176	\$ 14,176	\$ 16,538	\$ 2,362
Intergovernmental	20	20	-	(20)
Total Receipts	14,196	14,196	16,538	2,342
CASH DISBURSEMENTS:				
Current:				
Public Safety	27,102	27,102	11,000	16,102
Total Disbursements	27,102	27,102	11,000	16,102
Net Change in Fund Balances	(12,906)	(12,906)	5,538	18,444
Cash Fund Balances Beginning of Year	12,906	12,906	12,906	-
Cash Fund Balances End of Year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 18,444</u>	<u>\$ 18,444</u>

See notes to basic financial statements.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

**STATEMENT OF NET ASSETS-CASH BASIS
FIDUCIARY FUNDS
December 31, 2007**

	<u>Agency Funds</u>
ASSETS:	
Cash and Cash Equivalents	<u>\$ 450</u>
Total Assets	<u><u>\$ 450</u></u>
NET ASSETS:	
Restricted for:	
Other Purposes	<u>\$ 450</u>
Total Net Assets	<u><u>\$ 450</u></u>

See notes to basic financial statements.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

1. DESCRIPTION OF THE REPORTING ENTITY

Reporting Entity

The Township of Spencer, Guernsey County, is a body politic and corporate established to exercise 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 and a publicly elected Fiscal Officer.

Primary Government

The primary government consists of all funds, departments, boards and agencies that are not legally separate from the Township. The Township provides road and bridge maintenance, fire protection and emergency medical services. The Township contracts with the Cumberland Volunteer Fire Department and the Cumberland Emergency Squad to provide fire and emergency services.

Component Units

Component units are legally separate organizations for which the Township is financially accountable. The Township is financially accountable for an organization if the Township appoints a voting majority of the organization's governing board and (1) the Township is able to significantly influence the programs or services performed or provided by the organization; or (2) the Township is legally entitled to or can otherwise access the organization's resources; the Township is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide support to, the organization; or the Township is obligated for the debt of the organization. The Township is also financially accountable for any organizations that are fiscally dependent on the Township in that the Township approves their budget, the issuance of their debt or the levying of their taxes. Component units also include legally separate, tax-exempt entities whose resources are for the direct benefit of the Township, are accessible to the Township and are significant in amount to the Township.

Spencer Township has no component units.

Joint Ventures, Jointly Governed Organizations and Public Entity Risk Pools

A joint venture is a legal entity or other organization that results from a contractual arrangement and that is owned, operated, or governed by two or more participants as a separate and specific activity subject to joint control, in which the participants retain (a) an ongoing financial interest or (b) an ongoing financial responsibility. Under the cash basis of accounting, the Township does not report assets for equity interest in joint ventures.

The Township participates in a public entity risk pool. Note 6 to the financial statements provide additional information for this entity. This organization is: Public Entity Risk Pool: Ohio Government Risk Management Plan (the "Plan"). The Plan provides property, casualty and liability coverage.

The Township's management believes these financial statements present all activities for which the Township is financially accountable.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

These financial statements are presented on a cash basis of accounting. This cash basis of accounting differs from accounting principles generally accepted in the United States of America (GAAP). Generally accepted accounting principles include all relevant Governmental Accounting Standards Board (GASB) pronouncements, which have been applied to the extent they are applicable to the cash basis of accounting. In the government-wide financial statements, Financial Accounting Standards Board (FASB) pronouncements and Accounting Principles Board (APB) opinions issued on or before November 30, 1989, have been applied, to the extent they are applicable to the cash basis of accounting, unless those pronouncements, in which case GASB prevails. Following are more of the Township's accounting policies.

Basis of Presentation

The Township's basic financial statements consist of government-wide financial statements, including a statement of net assets and a statement of activities, and fund financial statements which provide a more detailed level of financial information

Government-Wide Financial Statements

The statement of net assets and the statement of activities display information about the Township as a whole. These statements include the financial activities of the primary government. The statements distinguish between those activities or the Township that are governmental and those that are considered business-type. Governmental activities generally are financed through taxes, intergovernmental receipts or other nonexchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties for goods or service. The Township has no business-type activities.

The statement of net assets present the cash balance of the governmental activities of the Township at year-end. The statement of activities compares disbursements with program receipts for each of the Township's governmental activities. Disbursements are reported by function. A function is a group of related activities designed to accomplish a major service or regulatory program for which the Township is responsible. Program receipts include charges paid by the recipient of the programs goods or services, grants and contributions restricted to meeting the operational or capital requirements of a particular program and receipts of interest earned on grants that is required to be used to support a particular program. General receipts are all receipts not classified as program receipts, with limited exceptions. The comparison of direct disbursements with program receipts identifies the extent to which each governmental function is self-financing on a cash basis or draws from the Township's general receipts.

Fund Financial Statements

During the year, the Township segregates transactions related to certain Township functions or activities in separate funds to aid management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the Township at this more detailed level. The focus of governmental fund financial statements is on major funds. Each major fund is presented in a separate column. Nonmajor funds are aggregated and presented in a single column.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fund Accounting

The Township uses fund accounting to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. Funds are used to segregate resources that are restricted as to use. The funds of the Township are divided into two categories: governmental and fiduciary.

Governmental Funds

The Township classifies funds financed primarily from taxes, intergovernmental receipts (e.g. grants), and other nonexchange transactions as governmental funds. The Township's major governmental funds are General Fund, Gasoline Tax Fund and Road and Bridge Fund. The General Fund is used to account for all financial resources, except those required to be accounted for 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. The Gasoline Tax Fund is used for Trustee's salary and for the maintenance and up keep of roads. The Road and Bridge Fund is used for the maintenance and up keep of roads and bridges. The other governmental funds of the Township account for grants and other resources whose use is restricted to a particular purpose.

Fiduciary Funds

The Township classifies funds that are not theirs, but that they are managing as fiduciary funds. The Township only has one Fiduciary fund. It is an agency fund. The agency fund of the Township accounts for a bond, which is restricted to a particular purpose. The purpose is road maintenance for damages to the roadways used by an oil company.

Basis of Accounting

The Township's financial statements are prepared using the cash basis of accounting. Except for modifications having substantial support, receipts are recorded in the Township's financial records and reported in the financial statements when cash is received rather than when earned and disbursements are recorded when cash is paid rather than when a liability is incurred. Any such modifications made by the Township are described in the appropriate section in this note. There were no modifications having substantial support.

As a result of the use of this cash basis of accounting, certain assets and their related revenues (such as accounts receivable and revenue billed or provided services not yet collected) and certain liabilities (such as accounts payable and expenses for goods or services received but not yet paid, and accrued expenses and liabilities) are not recorded in these financial statements.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fund Accounting (Continued)

Budgetary Process

All funds are legally required to be budgeted and appropriated (except certain agency funds). The major documents prepared are the tax budget, the certificate of estimated resources, and the appropriations ordinance, all of which are prepared on the budgetary basis of accounting. The tax budget demonstrates a need for existing or increased tax rates. The certificate of estimated resources establishes a limit on the amount the township may appropriate.

The appropriations ordinance is the Township's authorization to spend resources and set limits on disbursements plus encumbrances at the level of control selected by the Township. The legal level of control has been established at the fund, department, and object level for all funds.

The certificate of estimated resources may be amended during the year if projected increases or decreases in receipts are identified by the Township Fiscal Officer. The amounts reported in the original budget on the budgetary statements reflect the amounts on the certificate of estimated resources when the original appropriations were adopted. The amounts reported as the final budgeted amounts on the budgetary statements reflect the amounts on the amended certificate of estimated resources in effect at the time final appropriations were passed by the Township.

The appropriations ordinance is subject to amendment throughout the year with the restriction that appropriations cannot exceed estimated resources. The amounts reported as the original budgeted amounts reflect the first appropriation ordinance for that fund that covered the entire year, including amounts automatically carried forward from prior years. The amounts reported as the final budgeted amounts represent the final appropriation amounts passed by the Township during the year.

Cash and Investments

To improve cash management, cash received by the Township is deposited into a checking account, which earns 1.10% and 4.58% interest in 2008 and 2007. In 2008 and 2007, interest credited to the General Fund was \$2,109 and \$3,724.

Restricted Assets

Cash and cash equivalents are reported as restricted when limitations on their use change the nature or normal understanding of their use. Such constraints are either imposed by creditors, contributors, grantors, or laws of other governments, or imposed by law through constitutional provisions or enabling legislation. Amounts restricted for other purposes represents special revenue funds restricted to a specific use.

Inventory and Prepaid Items

The Township reports disbursements for inventories and prepaid items when paid. These items are not reflected as assets in the accompanying financial statements.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Accumulated Leave

In certain circumstances, such as upon leaving employment or retirement, employees are entitled to cash payments for unused leave. Unpaid leave is not reflected as a liability under the Township's cash basis of accounting.

Employer Contributions to Cost-Sharing Pension Plans

The Township recognizes the disbursement for their employer contributions to cost-sharing pension plans when they are paid. As described in Note 7, the employer contributions include portions for pension benefits and for postretirement health care benefits.

Long-Term Obligations

The Township's cash basis financial statements do not report liabilities for bonds or other long-term obligations. Proceeds of debt are reported when the cash is received and principal and interest payments are reported when paid. Since recording a capital asset when entering into a capital lease is not the result of a cash transaction, neither an other financing source nor a capital outlay expenditure are reported at inception. Lease payments are reported when paid.

Net Assets

Net assets are reported as restricted when there are limitations imposed on their use either through enabling legislation or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. Net assets restricted for other purposes include motor vehicle license tax receipts, gasoline tax receipts, road and bridge, and agency fund monies used for the upkeep of Township roads and bridges.

Capital Assets

Acquisitions of property, plant and equipment are recorded as disbursements when paid. These items are not reflected as assets in the accompanying financial statements.

Fund Balance Reserve

The Township may reserve any portion of fund balances which is not available for appropriation or which is legally segregated for a specific future use. The Township has no reserves as of December 31, 2008 and 2007. Unreserved fund balance indicates that portion of fund balance which is available for appropriation in future periods.

Interfund Transactions

Exchange transactions between funds are reported as cash receipts in the seller funds and as cash disbursements in the purchaser funds. Flows of cash or goods from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds. Repayments from funds responsible for particular cash disbursements to the funds that initially paid for them are not presented on the financial statements. In the government-wide statements, transfers within governmental activities are eliminated.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

3. BUDGETARY BASIS OF ACCOUNTING

The budgetary basis as provided by law is based upon accounting for certain transactions on the basis of cash receipts, disbursements, and encumbrances. The Statement of Receipts, Disbursements and Changes in Fund Balance-Budget and Actual-Budgetary Basis presented for the General Fund is prepared on the budgetary basis to provide a meaningful comparisons of actual results with the budget. The differences between the budgetary basis and the cash basis is outstanding year end encumbrances are treated as disbursements (budgetary basis) rather than as a reservation of fund balance (cash basis). There were no outstanding encumbrances for 2008 and 2007.

4. DEPOSITS

Monies held by the Township are classified by State into three categories.

Active monies are public monies determined to be necessary to meet current demands upon the Township treasury. Active monies must be maintained either as cash in the Township treasury, including negotiable order of withdrawal (NOW) accounts.

Inactive deposits are public deposits that the Township has identified as not required for use within the current five-year period of designation of depositories. Inactive deposits must either be evidenced by certificates of deposit maturing not later than the end of the current period of designation of depositories, or by savings or deposit accounts including, but not limited to, passbook accounts.

Interim deposits are deposits of interim monies. Interim monies are those monies which are not needed for immediate use but which will be needed before the end of the current period of designation of depositories. Interim deposits must be evidenced by time certificates of deposit maturing not more than one year from the date of deposit or by savings or deposit accounts, including passbook accounts.

Interim monies held by the Township can be deposited or invested in the following securities:

1. United States Treasury bills, bonds, notes, or any other obligation or security issued by the United States Treasury, or any other obligation guaranteed as to principal and interest by the United States;
2. Bonds, notes, debentures, or any other obligation or security issued by any federal government agency or instrumentality including but not limited to, the Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, Government National Mortgage Association, and Student Loan Marketing Association. All federal agency securities shall be direct issuance of federal government agencies or instrumentalities;
3. Written repurchase agreements in the securities listed above provided the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least 2 percent and be marked to market daily, and the term of the agreement must not exceed thirty days;
4. Bonds and other obligation of the State of Ohio or Ohio local governments;
5. Time certificates of deposit or savings or deposit accounts including, but not limited to, passbook accounts;

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

4. DEPOSITS (CONTINUED)

6. No-load money market mutual funds consisting exclusively of obligation described in division (1) or (2) and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions;
7. The State Treasurer's investment pool (STAR Ohio).

Investments in stripped principal or interest obligations, reverse repurchase agreements, and derivatives are prohibited. The issuance of taxable notes for the purpose of arbitrage, the use of leverage, and short selling are also prohibited. An investment must mature within five years from the date of purchase, unless matched to a specific obligation or debt of the Township, and must be purchased with the expectation that it will be held to maturity. Investments may only be made through specified dealers and institutions.

Protection of the Township's deposits is provided by the Federal Deposit Insurance Corporation (FDIC), by collateral pledged to the Township by the financial institution, or by a collateral pool established by the financial institution, to secure the repayment of all public monies deposited with the institution. National City Bank is the financial institution for Spencer Township.

The Township did not have any undeposited cash on hand for 2008 and 2007.

Deposits:

Custodial credit risk is the risk that in the event of bank failure, the Township will not be able to recover deposits or collateral securities that are the possession of an outside party. At year ended December 31, 2008, the Township's bank balance of \$199,404 is covered by Federal Deposit Insurance Corporation. At year ended December 31, 2007, \$50,106 of the Township's bank balance of \$150,106 was exposed to custodial credit risk because those deposits were uninsured and collateralized with securities held by the pledging financial institution's trust department or agent, but not in the Township's name.

The Township has no deposit policy for custodial risk beyond the requirements of State statute. Ohio law requires that deposits be either insured or be protected by eligible securities pledged to and deposited either with the Township or a qualified trustee by the financial institution as security for repayment, or by a collateral pool of eligible securities deposited with a qualified trustee and pledged to secure the repayment of all public monies deposited in the financial institution whose market value at all times shall be at least one hundred five percent of the deposits being secured.

5. PROPERTY TAXES

Property taxes include amounts levied against all real property, public utility property, and tangible personal property located in the Township. Real property tax receipts received in 2008 represent the collection of 2007 taxes. Real property taxes received in 2008 were levied after October 1, 2007, on the assessed values as of January 1, 2007, the lien date. Assessed values for real property taxes are established by State statute at 35 percent of appraised market value. Real property taxes are payable annually or semiannually. 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. Under certain circumstance, State statute permits alternate payment dates to be established.

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

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

5. PROPERTY TAXES (CONTINUED)

Tangible personal property tax is assessed by the property owners, who must be 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.

The full tax rate for all Township operations for the year ended December 31, 2008, was \$5.50 per \$1,000 of assessed value. The assessed values of real property, public utility property, and tangible personal property upon which 2008 property tax receipts were based are as follows:

Real Property	
Residential	\$ 5,564,080
Agriculture	3,571,270
Commercial/Industrial/Mineral	1,480,250
Public Utility Property	
Real	-
Personal	676,790
Tangible Personal Property	<u>39,710</u>
Total Assessed Value	<u>\$ 11,332,100</u>

6. RISK MANAGEMENT

The Township is exposed to various risks of property and casualty losses, and injuries to employees.

The Township insures against injuries to employees through the Ohio Bureau of Worker's Compensation.

The Township belongs to the Ohio Government Risk Management Plan (the "Plan"), a non-assessable, unincorporated non-profit association providing a formalized, jointly administered self-insurance risk management program and other administrative services to over 550 Ohio Governments ("Members").

Pursuant to Section 2744.081 of the Ohio Revised Code, the Plan is a separate legal entity. The Plan provides property, liability, errors and omissions, law enforcement, automobile, excess liability, crime, surety and bond, inland marine and other coverages, modified for each Member's needs. The Plan pays judgments, settlements and other expenses resulting from covered claims that exceed the Member's deductible.

The Plan issues its own policies and reinsures the Plan with A-VII or better rated carriers, except the Plan retains the lesser of 15% or \$37,500 of casualty losses and the lesser of 10% or \$100,000 of property losses. Individual Members are only responsible for their self-retention (deductible) amounts, which vary from member to member.

Plan members are responsible to notify the Plan of their intent to renew coverage by their renewal date. If a member chooses not to renew with the Plan, they have no other financial obligation to the Plan, but still need to promptly notify the Plan of any potential claims occurring during their membership period. The former member's covered claims, which occurred during their membership period, remain the responsibility of the Plan.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

6. RISK MANAGEMENT(Continued)

Settlement amounts did not exceed insurance coverage for the past three years.

Property and casualty settlements did not exceed insurance coverage for the past three fiscal years.

The Plans audited financial statements conform with generally accepted accounting principles, and reported the following assets, liabilities and retained earnings at December 31, the latest information available.

	<u>2007</u>	<u>2006</u>
Assets	\$ 11,136,455	\$ 9,620,148
Liabilities	<u>(4,273,553)</u>	<u>(3,329,620)</u>
Retained Earnings	<u>\$ 6,862,902</u>	<u>\$ 6,290,528</u>

You can read the complete audited financial statements for the Ohio Government Risk Management Plan at the Plan's website, www.ohioplan.org.

Commercial Insurance

The Township also provides health and life insurance coverage to its officials through a private carrier.

7. DEFINED BENEFIT PENSION PLAN

Ohio Public Employees Retirement System

The Township participates in the Ohio Public Employees Retirement System (OPERS). OPERS administers three separate pension plans. The traditional plan is a cost-sharing, multiple-employer defined benefit pension plan. The member-directed plan is a defined contribution plan in which the member invests both member and employer contributions (employer contributions vest over five years at 20 percent per year). Under the member directed plan, members accumulate retirement assets equal to the value of the member and vested employer contributions plus any investment earnings.

The combined plan is a cost-sharing, multiple-employer defined benefit pension plan that has elements of both a defined benefit and a defined contribution plan. Under the combined plan, employer contributions are invested by the retirement system to provide a formula retirement benefit similar to the traditional plan benefit. Member contributions, whose investment is self-directed by the member, accumulate retirement assets in a manner similar to the member directed plan.

OPERS provides retirement, disability, survivor and death benefits and annual cost of living adjustments to members of the traditional and combined plans. Members of the member directed plan do not qualify for ancillary benefits. Authority to establish and amend benefits is provided by Chapter 145 of the Ohio Revised Code. OPERS issues a stand-alone financial report that may be obtained by writing to OPERS, 277 East Town Street, Columbus, OH 43215-4642 or by calling (614) 222-6705 or (800) 222-7377.

For the years ended December 31, 2008, and 2007 the members in the traditional plan, were required to contribute 10.0 and 9.5 percent, respectively, of their annual covered salaries. The Township's contribution rate for pension benefits for 2008 and 2007 was 14.00 percent and 13.85 percent, respectively. The Ohio Revised Code provides statutory authority for member and employer contributions.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

7. DEFINED BENEFIT PENSION PLAN (CONTINUED)
Ohio Public Employees Retirement System (Continued)

The Township's required contributions for pension obligations to the traditional and combined plans for the years ended December 31, 2008, 2007, and 2006 were \$5,348, \$5,147, and \$5,387, respectively. The full amount has been contributed for 2008, 2007 and 2006. Contributions to the member-directed plan for 2008 and 2007 were \$5,348 and \$5,147 made by the Township and \$3,820 and \$3,530 made by the plan members.

Post Employment Benefits

Ohio Public Employees Retirement System

The Ohio Public Employees Retirement System (OPERS) provides postretirement health care coverage to age and service retirees with ten or more years of qualifying Ohio service credit with either the traditional or combined plans. Health care coverage for disability recipients and primary survivor recipients is available. Members of the member-directed plan do not qualify for postretirement health care coverage. The health care coverage provided by the retirement system is considered an Other Postemployment Benefit. A portion of each employer's contribution to the traditional or combined plans is set aside for the funding of postretirement health care based on authority granted by State Statute. The portion of employer contributions in 2008, for all employers, allocated to health care was 7.0%.

Benefits are advance-funded using the entry age normal actuarial cost method. Significant actuarial assumptions, based on OPERS's latest actuarial review performed as December 31, 2007, include a rate of return on investments of 6.5 percent, an annual increase in active employee total payroll of 4 percent compounded annually (assuming no change in the number of active employees) and an additional increase in total payroll of between .5 percent and 6.3 percent based on additional annual pay increases. Health care premiums were assumed to increase between .50 percent and 4 percent annually for the next seven years and 4 percent annually after eight years.

All investments are carried at market value. For actuarial valuation purposes, a smoothed market approach is used. Assets are adjusted to reflect 25 percent of unrealized market appreciation or depreciation on investment assets annually, not to exceed a 12 percent corridor.

The number of active contributing participants in the traditional and combined plans was 363,503. Actual employer contributions for 2008 and 2007 which were used to fund postemployment benefits was \$2,674 and \$2,044, respectively. The actual contribution and the actuarially required contribution amounts are the same. OPERS's net assets available for payment of benefits at December 31, 2007, (the latest information available) were \$12.8 billion. The actuarially accrued liability and the unfunded actuarial accrued liability were \$29.8 billion and \$17.0 billion, respectively.

On September 9, 2004, the OPERS Retirement Board adopted a Health Care Preservation Plan (HCPP) with an effective date of January 1, 2007. Member and employer contribution rates increased as of January 1, 2006, January 1, 2007 and January 1, 2008, which allowed additional funds to be allocated to the health care plan.

**SPENCER TOWNSHIP
GUERNSEY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

8. DEBT

Long -term debt of the Township as of December 31, 2008 were as follows:

	Balance January 1 2007	Additions	Deductions	Balance December 31 2008	Amount Due Within One Year
General Obligation Bond	\$ 54,000	\$ -	\$ 20,164	\$ 33,836	\$ 10,779

The General Obligation Bond was issued to finance the purchase of a new loader backhoe to be used for Township road maintenance. The bond was issued for \$54,000 at an interest rate of 4.57%. The bond is collateralized solely by the Township's taxing authority.

Amortization of the above debt, including interest, is scheduled as follows:

Year Ending December 31	Bond Principal	Bond Interest	Total
2009	10,779	1,546	12,325
2010	11,271	1,054	12,325
2011	11,786	539	12,325
Total	<u>\$ 33,836</u>	<u>\$ 3,139</u>	<u>\$ 36,975</u>

**WOLFE, WILSON, & PHILLIPS, INC.
37 SOUTH SEVENTH STREET
ZANESVILLE, OHIO 43701**

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE AND ON
INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT
OF FINANCIAL STATEMENT PERFORMED
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS.**

Spencer Township
Guernsey County
55050 Iowa Road
Cumberland, Ohio 43732

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Spencer Township as of and for the years ended December 31, 2008 and 2007, and have issued our report thereon dated June 19, 2009, wherein we noted the Township followed the cash basis of accounting, a comprehensive accounting basis other than accounting principles generally accepted in the United States of America. 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.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Spencer Township's internal control over financial reporting as a basis for designing our audit procedures for expressing our opinion on the financial statements, but not to opine on the effectiveness of the Township's internal control over financial reporting. Accordingly, we have not opined on the effectiveness of the Township's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Township's ability to initiate, authorize, record, process, or report financial data reliably in accordance with its applicable accounting basis, such that there is more than a remote likelihood that the Township's internal control will not prevent or detect a more-than-inconsequential financial statement misstatement.

A material weakness is a significant deficiency, or combination of significant deficiencies resulting in more than a remote likelihood that the Township's internal control will not prevent or detect a material financial statement misstatement.

Our consideration of internal control over financial reporting was for the limited purposes described in the first paragraph of this section and would not necessarily identify all internal control deficiencies that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Spencer Township's combined financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, 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*.

This report is intended for the information of the Board of Trustees, and the Auditor of State and is not intended to be and should not be used by anyone other than these specified parties.

Wolfe, Wilson, & Phillips, Inc.
Zanesville, Ohio
June 19, 2009



Mary Taylor, CPA
Auditor of State

SPENCER TOWNSHIP

GUERNSEY 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
AUGUST 6, 2009**