

Mary Taylor, CPA Auditor of State

Board of Trustees Whetstone Township 4321 Crestline Road Bucyrus, Ohio 44820

We have reviewed the *Independent Auditors' Report* of Whetstone Township, Crawford County, prepared by Holbrook & Manter, for the audit period January 1, 2008 through December 31, 2009. 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.

The financial statements in the attached report are presented in accordance with a regulatory basis of accounting prescribed or permitted by the Auditor of State. Due to a February 2, 2005 interpretation from the American Institute of Certified Public Accountants (AICPA), modifications were required to the *Independent Auditors' Report* on your financial statements. While the Auditor of State does not legally require your government to prepare financial statements pursuant to Generally Accepted Accounting Principles (GAAP), the AICPA interpretation requires auditors to formally acknowledge that you did not prepare your financial statements in accordance with GAAP. The attached report includes an opinion relating to GAAP presentation and measurement requirements, but does not imply the statements are misstated under the non-GAAP regulatory basis. The *Independent Auditors' Report* also includes an opinion on the financial statements using the regulatory format the Auditor of State permits.

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. Whetstone Township is responsible for compliance with these laws and regulations.

Mary Jaylor

Mary Taylor, CPA Auditor of State

September 1, 2010

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INDEPENDENT AUDITORS' REPORT

Board of Trustees Whetstone Township Crawford County

We have audited the accompanying financial statements of Whetstone Township, Crawford County, Ohio, (the Township) as of and for the years ended December 31, 2009 and 2008. 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 audits.

We conducted our audits 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 audits 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 audits provide a reasonable basis for our opinion.

As discussed in Note 1, the Township has prepared these financial statements using accounting practices the Auditor of State of Ohio prescribes or permits. These practices differ from accounting principles generally accepted in the United States of America (GAAP). Although we cannot reasonably determine the effects on the financial statements of the variances between these regulatory accounting practices and GAAP, we presume they are material.

Instead of the combined funds the accompanying financial statements present for 2009 and 2008, GAAP requires presenting entity wide statements and also presenting the Township's larger (i.e. major) funds separately. While the Township does not follow GAAP, generally accepted auditing standards requires us to include the following paragraph if the statements do not substantially conform to the GAAP presentation requirements. The Auditor of State of Ohio permits, but does not require, townships to reformat their statements. The Township has elected not to reformat its statements. Since this Township does not use GAAP to measure financial statement amounts, the following paragraph does not imply the amounts reported are materially misstated under the accounting basis the Auditor of State of Ohio permits. Our opinion on the fair presentation of the amounts reported pursuant to its non-GAAP basis is in the second following paragraph.

In our opinion, because of the effects of the matter discussed in the preceding two paragraphs, the financial statements referred to above for the years ended December 31, 2009 and 2008 do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Township as of December 31, 2009 and 2008, or its changes in financial position for the years then ended.

Also, in our opinion, the financial statements referred to above present fairly, in all material respects, the combined fund cash balances of Whetstone Township, Crawford County, as of December 31, 2009 and 2008, and its combined cash receipts and disbursements for the years then ended on the basis of accounting described in Note 1.

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MEMBERS AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS OHIO SOCIETY OF CERTIFIED PUBLIC ACCOUNTANTS As an emphasis of a matter and as discussed in Note 8 to the financial statements, Whetstone Township provided insurance reimbursements to the trustees and the fiscal officer.

The Township has not presented Management's Discussion and Analysis, which accounting principles generally accepted in the United States of America has determined is necessary to supplement, although not required to be part of, the financial statements.

In accordance with *Government Auditing Standards*, we have also issued our report dated June 14, 2010 on our consideration of the Township's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. While we did not opine on the internal control over financial reporting or on compliance, that report describes the scope of our testing of internal control over financial reporting and compliance, and the results of that testing. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*. You should read it in conjunction with this report in assessing the results of our audit.

Salurook & Marter

Certified Public Accountants

June 14, 2010

WHETSTONE TOWNSHIP CRAWFORD COUNTY COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES-ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2009

	Governmental Fund Types							
	_	General		Special Revenue	_	Permanent	I 	Total Memorandum Only
CASH RECEIPTS:-								
Property tax and other local taxes	\$	13,315	\$	78,282	\$	0	\$	91,597
Charges for services		0		0		0		0
Licenses, permits and fees		350		37,611		0		37,961
Intergovernmental receipts		195,782		169,354		0		365,136
Earnings on investments		693		301		176		1,170
Miscellaneous		683		1,090	_	0		1,773
Total cash receipts		210,823		286,638		176		497,637
CASH DISBURSEMENTS:-								
Current;-								
General government		69,407		14,370		0		83,777
Public safety		0		13,018		0		13,018
Public works		1,415		301,841		0		303,256
Health		17,796		2,644		80		20,520
Capital outlay		0		0		0		0
Debt service								
Redemption of principal		0		24,487		0		24,487
Interest and other fiscal charges		0		2,578	_	0	_	2,578
Total cash disbursements		88,618		358,938	_	80	_	447,636
Total receipts over (under) cash disbursements		122,205	(72,300)		96		50,001
OTHER FINANCING RECEIPTS (DISBURSEME	NTS):							
Advances in		0		500		0		500
Advances out	(500)		0		0	(
Operating transfers-in		0		4,500		0		4,500
Operating transfers-out	(4,500)		0		0	(
Sale of fixed assets		0		10,000	_	0	_	10,000
Total other financing receipts (disbursements)	(5,000)		15,000	_	0	_	10,000
Excess of cash receipts and other financing receipts								
over (under) cash disbursements and other								
financing disbursements		117,205	(57,300)		96		60,001
Fund cash balances, January 1, 2009		90,307		257,884	_	5,876		354,067
Fund cash balances, December 31, 2009	\$	207,512	\$	200,584	\$_	5,972	\$	414,068

The notes to the financial statements are an integral part of this statement.

WHETSTONE TOWNSHIP CRAWFORD COUNTY COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES-ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2008

		Gove						
		General	Special Revenue	Permar	ient	Me	Total morandum Only	
CASH RECEIPTS:-								
Property tax and other local taxes	\$	17,909 \$	5 106,374	\$	0	\$	124,283	
Charges for services		0	0		0		0	
Licenses, permits and fees		350	37,543		0		37,893	
Intergovernmental receipts		55,679	174,592		0		230,271	
Earnings on investments		5,346	2,092		193		7,631	
Miscellaneous		885	485		0		1,370	
Total cash receipts		80,169	321,086		193		401,448	
CASH DISBURSEMENTS:-								
Current;-								
General government		86,635	20,126		0		106,761	
Public safety		0	23,039		0		23,039	
Public works		1,309	179,576		0		180,885	
Health		3,155	2,781		63		5,999	
Capital outlay		0	0		0		0	
Debt Service								
Redemption of Principal		0	23,421		0		23,421	
Interest and other fiscal charges		0	3,644		0		3,644	
Total cash disbursements		91,099	252,587		63		343,749	
Total receipts over (under) cash disbursements	(10,930)	68,499		130		57,699	
OTHER FINANCING RECEIPTS (DISBURSEME	NTS):	-						
Sale of fixed assets		0	2,648		0		2,648	
Total other financing receipts (disbursements)	_	0	2,648		0		2,648	
Excess of cash receipts and other financing receipts over (under) cash disbursements and other financing disbursements	(10,930)	71,147		130		60,347	
Fund cash balances, January 1, 2008 (restated)		101,237	186,737		5,746		293,720	
Fund cash balances, December 31, 2008	\$	90,307 \$	257,884	\$\$	5,876	\$	354,067	

The notes to the financial statements are an integral part of this statement.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:-

Description of the Entity - Whetstone Township, Crawford County, (the Township) is a body corporate and politic 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 three publicly - elected Trustees. The Township provides general government services including road and bridge maintenance, cemetery maintenance and fire protection. The Township contracts with Joint Ambulance Service, to provide ambulance services.

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

Basis of Accounting - These financial statements follow the basis of accounting prescribed or permitted by the Auditor of State of Ohio, 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 of Ohio.

<u>Cash and Investments</u> - Investments are included in fund cash balances. Investments are assets. Accordingly, purchases of investments are not recorded as disbursements, and sales of investments are not recorded as receipts. Gains or losses at the time of sale are recorded as receipts or disbursements, respectively.

The investment in STAR Ohio (The State Treasurer's investment pool) is recorded at share values reported by the State Treasurer.

Fund Accounting - The Township uses fund accounting to segregate cash and investments that are restricted as to use. The Township classifies its funds into the following types:

General Fund

The General Fund is the general operating fund. It is used to account for all financial resources except those required by law or contract to be restricted.

Special Revenue Funds

These funds are used to account for proceeds from specific sources (other than from trusts or for capital projects) that are restricted to expenditure for specific purposes. The Township had the following significant Special Revenue Funds:

Gasoline Tax Fund

This fund receives gasoline tax money to pay for constructing, maintaining and repairing Township roads.

Walton Cemetery Fund

This fund is reclassified as a Special Revenue Fund since the principal and interest can be expended for the beautification of the Walton Cemetery.

Olentangy Cemetery Fund

This fund is classified as a Special Revenue fund since the principal and interest can be expended for maintenance and upkeep on the Olentangy Cemetery.

Permanent Fund

This fund accounts for assets held under a trust agreement that are legally restricted to the extent that only earnings, no principal, are available to support the Township's programs. The Township had the following significant permanent fund:

<u>NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:-</u> (continued)

Nelson Cemetery Fund

This fund is classified as a Permanent fund since only the earnings on the principal can be expended first to place artificial flowers on the Nelson family graves twice a year. Second, any portion of interest money not used for the upkeep of the family lot is to be used for the upkeep of Olentangy Cemetery.

<u>Accumulated Leave</u> - In certain circumstances, such as upon leaving employment, employees are entitled to cash payments for unused leave. Unpaid leave is not reflected as a liability under the Township's basis of accounting.

Budgetary Process - The Ohio Revised Code requires that each fund be budgeted annually.

Appropriations

Budgetary expenditures (that is, disbursements and encumbrances) may not exceed appropriations at the fund, function or object level of control, and appropriations may not exceed estimated resources. The Board of Trustees must annually approve appropriation measures and subsequent amendments. The Crawford County Budget Commission must also approve the annual appropriation measure. Appropriations lapse at year-end.

Estimated Resources

Estimated resources include estimates of cash to be received (budgeted receipts) plus cash as of January 1. The Crawford County Budget Commission must also approve estimated resources.

Encumbrances

The Ohio Revised Code requires the Township to reserve (encumber) appropriations when individual commitments are made. Encumbrances outstanding at year-end are canceled, and reappropriated in the subsequent year.

A summary of 2009 and 2008 budgetary activity appears in Note 3.

<u>Property, Plant and Equipment</u> - Acquisitions of property, plant, and equipment are recorded as disbursements when paid. These items are not reflected as assets on the accompanying financial statements.

NOTE 2 - EQUITY IN POOLED CASH:-

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

	<u>2009</u>	<u>2008</u>
Demand deposits Star Ohio	\$ 9,315 404,753	\$ 22,163 331,904
Total deposits	\$ 414,068	\$ 354,067

Demand Deposits - The Township's deposits are either (1) insured by the Federal Deposit Insurance Corporation or (2) collateralized by securities specifically pledged by the financial institution to the Township, or (3) collateralized by the financial institution's public entity deposit pool.

Investments - Investments in STAR Ohio are not evidenced by securities that exist in physical or book-entry form.

NOTE 3 - BUDGETARY ACTIVITY:-

Budgetary activity for the year ending December 31, 2009 was as follows:

2009 Budgeted vs. Actual Receipts

Fund Type		Budgeted Receipts	Actual Receipts	_	Variance
General	\$	52,642	\$ 210,823	\$	158,181
Special revenue		259,019	301,638		42,619
Permanent		190	176	(14)
	Total \$	311,851	\$ 512,637	\$ _	200,786

2009 Budgeted vs. Actual Budgetary Basis Expenditures

Fund Type	_	-	Appropriation Authority	-	Budgetary Expenditures	-	Variance
General		\$	142,951	\$	93,618	\$	49,333
Special revenue			516,873		358,938		157,935
Permanent		-	876	-	80	_	796
	Total	\$	660,700	\$	452,636	\$ =	208,064

NOTE 3 - BUDGETARY ACTIVITY:- (continued)

Budgetary activity for the year ending December 31, 2008 was as follows:

2008 Budgeted vs. Actual Receipts

Fund Type		B	Budgeted Receipts	-	Actual Receipts	-	Variance
General		\$	49,525	\$	80,169	\$	30,644
Special revenue			292,191		323,734		31,543
Permanent			275	-	193	-	(82)
	Total	\$ _	341,991	\$	404,096	\$	62,105

2008 Budgeted vs. Actual Budgetary Basis Expenditures

Fund Type	_	_	Appropriation Authority	-	Budgetary Expenditures	-	Variance
General		\$	150,761	\$	91,099	\$	59,662
Special revenue			469,514		252,587		216,927
Permanent		-	1,021	_	63	-	958
	Total	\$ _	621,296	\$	343,749	\$	277,547

NOTE 4 - PROPERTY TAX:-

Real property taxes become a lien on January 1 preceding the October 1 date for which rates are adopted by the Board of Trustees. 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. Payments are due to Crawford County by December 31. If the property owner elects to make semiannual payment, the first half is due December 31. The second half payment is due the following June 20.

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 Crawford 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.

Tangible personal property is being phased out.

NOTE 5 - CAPITAL LEASE:-

	pal Balance ber 31, 2009
Key Government Finance Fire Truck Lease 4.5%	\$ 38,837

During 2006, the Township entered into a renewable lease agreement with Key Government Finance for the rental lease of a Fire Truck. The total base rental for the five year term on the lease, including principal and interest is \$135,322. The lease payment maintains an interest rate of 4.5% over the term of the lease. Payments began on November 15, 2006 and the final lease payment will be due May 15, 2011. As of December 31, 2009, the Township's base rental is \$40,597, including \$1,760 of interest and \$38,837 of principal on the lease.

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

Year ending					
December 31,		Principal		Interest	
2010		25,602	-	1,463	
2011		13,235		298	
Total	\$	38,837	\$	1,761	
Totul	Ψ	50,057	Ψ	1,701	

NOTE 6 - RETIREMENT SYSTEMS:-

The Township's employees belong to the Public Employees Retirement System (PERS) of Ohio. PERS is a cost-sharing, multiple-employee 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 2009 and 2008, PERS members contributed 10% of their gross salaries. The Township contributed an amount equal to 14% of participants' gross salaries for 2009 and 2008. The Township has paid all contributions required through December 31, 2009.

During 2009 and 2008, one of the Township Trustees, Fire Chief and Assistant Fire Chief elected to be part of the Social Security program. The Township's liability is 6.2 percent of wages paid.

NOTE 7 - RISK POOL MANAGEMENT:-

The Township belongs to the Ohio Government Risk Management Plan (the "Plan"), an unincorporated non-profit association with over 600 governmental entity members providing a formalized, jointly administered self-insurance risk management program and other administrative services.

Pursuant to Section 2744.081 of the Ohio Revised Code, the Plan is deemed 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 uses conventional insurance coverages and reinsures these coverages 100%, rather than using a risk pool of member funds to pay individual and collective losses. Therefore, the individual members are only responsible for their self-retention (deductible) amounts which vary from member to member.

NOTE 8 - EMPLOYEE REIMBURSEMENT INSURANCE COVERAGE:-

During 2009 and 2008, the Township provided reimbursements for insurance for the Trustees and the Fiscal Officer. Total expenditures for these benefits were \$14,289 and \$14,761, respectively.

NOTE 9 - RESTATEMENT/RECLASSIFICATION OF FUND BALANCE/NET ASSETS:-

During 2008, the Township restated several fund balances as a result of a misclassification of funds during 2006 from the classification termination of expendable and non-expendable trust funds. As a result, the fund balances have been reclassified to reflect the actual balances at January 1, 2008. This reclassification has no impact on the total fund balances within the prior or current years.

NOTE 9 - RESTATEMENT/RECLASSIFICATION OF FUND BALANCE/NET ASSETS:- (continued)

General Fund		General			
Fund balance at					
December 31, 2007	\$	39,330			
Reclassifcation of fund balance	_	61,907			
Adjusted fund balance at December 31, 2007	\$	101,237			

<u>Special Revenue Funds</u>		Motor Vehicle Fund	Gas Tax Fund	Road and Bridge Fund	Ambulance Fund	Fire Equipment Protection Fund
Fund Balance at						
December 31, 2007	\$	5,232	\$ 9,676	\$ 51,599	\$ 9,296	\$ 17,051
Reclassification of fund balance	e	0	 0	 0	 0	 0
Adjusted fund balance						
at December 31, 2007	\$	5,232	\$ 9,676	\$ 51,599	\$ 9,296	\$ 17,051

		Fire Vehicle Fund		Olentangy Cemetary Fund		Walton Cemetary Fund		Total Special Revenue Funds
Fund Balance at								
December 31, 2007	\$	26,759	\$	129,231	\$	0	\$	248,844
Reclassification of fund balance	e _	3,490	(114,807)	·	49,210	(62,107)
Adjusted fund balance at December 31, 2007	\$	30,249	\$	14,424		49,210	\$	186,737

<u>Permanent Fund</u>	(Nelson Cemetary Fund	Total Fund Balances		
Fund balance at December 31, 2007 Reclassifcation of fund balance	\$	5,546 200	\$	293,720 0	
Adjusted fund balance at December 31, 2007	\$	5,746	\$	293,720	



Independent Accountants' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Required by *Government Auditing Standards*

Board of Trustees Whetstone Township Crawford County

We have audited the financial statements of the Whetstone Township, Crawford County, (the Township) as of and for the years ended December 31, 2009 and 2008, and have issued our report thereon dated June 14, 2010, wherein we noted the Township followed accounting practices the Auditor of State prescribes rather 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 the Whetstone Township's internal control over financial reporting as a basis for designing our auditing procedures for expressing our opinions on the financial statements, but not for the purpose of opining on the effectiveness of the Township's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Whetstone Township's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent, or detect and timely correct misstatements. A material weakness is a deficiency or a combination of deficiencies in internal control such that there is a reasonable possibility that a material financial statement misstatement will not be prevented, or detected and timely corrected.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control 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.

We did note certain internal control matters that we reported to the Township's management in a separate letter dated June 14, 2010.

Compliance and Other Matters

As part of reasonably assuring whether Whetstone Township's financial statements are free of material misstatement, we tested 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 or other matters that we must report under *Government Auditing Standards*.

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MEMBERS AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS OHIO SOCIETY OF CERTIFIED PUBLIC ACCOUNTANTS We did note certain matters that we reported to management of the Township, in a separate letter dated June 14, 2010.

We intended this report solely for the information and use of management, Board of Trustees, and the Auditor of State of Ohio and it is not intended to be and should not be used by anyone other than these specified parties.

Alaebrook & Marter

Certified Public Accountants

June 14, 2010

WHETSTONE TOWNSHIP CRAWFORD COUNTY SCHEDULE OF PRIOR YEAR FINDINGS DECEMBER 31, 2009 AND 2008

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; Explain:
2007-001	Significant Deficiency - Internal Control and Review Procedures	No	Repeated in the Management Letter for 2009 and 2008.





WHETSTONE TOWNSHIP

CRAWFORD 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 SEPTEMBER 14, 2010