TIVERTON TOWNSHIP COSHOCTON COUNTY Regular Audit For the Years Ended December 31, 2010 and 2009

Perry & AssociatesCertified Public Accountants, A.C.



Dave Yost · Auditor of State

Board of Trustees Tiverton Township 35820 CR 33 Warsaw, Ohio 43844

We have reviewed the *Independent Accountants' Report* of Tiverton Township, Coshocton County, prepared by Perry & Associates, Certified Public Accountants, A.C., for the audit period January 1, 2009 through December 31, 2010. 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 Accountants' 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 Accountants' 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. Tiverton Township is responsible for compliance with these laws and regulations.

Dave Yost Auditor of State

May 16, 2011



TABLE OF CONTENTS

TITLE	PAGE
Independent Accountants' Report	1
Combined Statement of Cash Receipts, Cash Disbursements, and Changes in Fund Cash Balances - All Governmental Fund Types - For the Year Ended December 31, 2010	3
Combined Statement of Cash Receipts, Cash Disbursements, and Changes in Fund Cash Balances - All Governmental Fund Types - For the Year Ended December 31, 2009	4
Notes to the Financial Statements	5
Independent Accountants' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Required by Government Auditing Standards	11
Schedule of Prior Audit Findings	13



Perry & Associates

Certified Public Accountants, A.C.

MARIETTA 428 Second Street Marietta, OH 45750 (740) 373-0056 (740) 373-2402 Fax PARKERSBURG 1035 Murdoch Avenue Parkersburg, WV 26101 (304) 422-2203 (304) 428-5587 Fax ST. CLAIRSVILLE 121 E Main Street St. Clairsville, OH 43950 (740) 695-1569 (740) 695-5775 Fax

INDEPENDENT ACCOUNTANTS' REPORT

April 22, 2011

Tiverton Township Coshocton County 35820 CR 33 Warsaw, Ohio 43844

To the Board of Trustees:

We have audited the accompanying financial statements of **Tiverton Township**, Coshocton County, Ohio, (the Township) as of and for the years ended December 31, 2010 and 2009. 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 the Comptroller General of the United States' *Government Auditing Standards*. Those standards require that we plan and perform the audit to reasonably assure 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 our audit provides a reasonable basis for our opinion.

As described more fully in Note 1, the Township has prepared these financial statements using accounting practices the Auditor of State 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, GAAP require 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 GAAP presentation requirements. The Auditor of the State permits, but does not require Townships to reformat their statements. The Township has elected not to follow GAAP statement formatting requirements. The following paragraph does not imply the amounts reported are materially misstated under the accounting basis the Auditor of State 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, 2010 and 2009 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, 2010 and 2009 or their changes in financial position for the years then ended.

Tiverton Township Coshocton County Independent Accountants' Report Page 2

Also, in our opinion, the financial statements referred to above present fairly, in all material respects, the combined fund cash balances of Tiverton Township, Coshocton County, as of December 31, 2010 and 2009, and its combined cash receipts and disbursements for the years then ended on the accounting basis Note 1 describes.

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 April 22, 2011, 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.

Respectfully Submitted,

Perry and Associates

Certified Public Accountants, A.C.

Very Marciales CABS A. C.

COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2010

	Gover			
	General	Special Revenue	Permanent	Totals (Memorandum Only)
Cash Receipts:				
Property and Other Local Taxes	\$ 26,815	\$ 1,016	\$ -	\$ 27,831
Intergovernmental	22,967	92,498	-	115,465
Earnings on Investments	214	1,258	-	1,472
Miscellaneous		1,475		1,475
Total Cash Receipts	\$49,996	96,247		146,243
Cash Disbursements:				
Current:				
General Government	32,868	314	-	33,182
Public Works	875	40,843	-	41,718
Health	4,256	24	-	4,280
Conservation/Recreation	40	11.574	-	40
Capital Outlay Debt Service:	-	11,574	-	11,574
Redemption of Principal	5,700			5,700
Interest and Fiscal Charges	925	-	-	925
interest and Piscar Charges				723
Total Cash Disbursements	44,664	52,755		97,419
Total Cash Receipts Over/(Under) Disbursements	5,332	43,492	-	48,824
Other Financing Receipts and (Disbursements):				
Other Financing Sources	984	31	-	1,015
Other Financing Uses	(1,430)	(656)		(2,086)
Total Other Financing Receipts/Disbursements:	(446)	(625)		(1,071)
Excess of Cash Receipts and Other Financing Receipts and Other Financing Disbursements				
Over/(Under) Cash Disbursements	4,886	42,867	-	47,753
Fund Cash Balances, January 1	23,660	117,129	14,724	155,512
Fund Cash Balances, December 31	\$ 28,546	\$ 159,996	\$ 14,724	\$ 203,265

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		Totals (Memorandum Only)	
Cash Receipts: Property and Other Local Taxes Intergovernmental Earnings on Investments Miscellaneous	\$	23,359 15,514 214	\$	1,136 94,192 1,445 7,225	\$	- - - -	\$	24,495 109,706 1,659 7,225
Total Cash Receipts		39,087		103,998				143,085
Cash Disbursements: Current: General Government Public Works Health Conservation/Recreation Capital Outlay Debt Service: Redemption of Principal Interest and Fiscal Charges		36,202 873 3,850 46 - 3,700 1,100		380 51,260 1,063 - 64,939		- - - - - -		36,582 52,133 4,913 46 64,939 3,700 1,100
Total Cash Disbursements		45,771		117,642				163,413
Total Cash Receipts Over/(Under) Disbursements		(6,684)		(13,644)		-		(20,328)
Other Financing Receipts and (Disbursements): Other Financing Sources Other Financing Uses		1,043 (726)		31		- -		1,074 (726)
Total Other Financing Receipts		317		31				348
Excess of Cash Receipts and Other Financing Receipts and Other Financing Disbursements Over/(Under) Cash Disbursements		(6,367)		(13,613)		-		(19,980)
Fund Cash Balances, January 1		30,026		130,742		14,724		175,492
Fund Cash Balances, December 31	\$	23,659	\$	117,129	\$	14,724	\$	155,512

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2010 AND 2009

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

Tiverton Township, Coshocton 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 a publicly elected three-member Board of Trustees and publicly elected Fiscal Officer. The Township provides general governmental services, including maintenance of Township roads and cemeteries.

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

B. Accounting Basis

These financial statements follow the accounting basis the Auditor of State prescribes or permits. This basis is similar to the cash receipts and disbursements accounting basis. The Township recognizes receipts when received in cash rather than when earned, and recognizes disbursements 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 the Auditor of State prescribes or permits.

C. Deposits

The Township Fiscal Officer invests all available funds of the Township in an interest bearing checking account and Certificates of Deposit. Certificates of Deposit are valued at cost.

D. 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:

1. General Fund

The General Fund reports all financial resources except those required to be accounted for in another fund.

2. Special Revenue Funds

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

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2010 AND 2009 (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Fund Accounting (Continued)

2. Special Revenue Funds (Continued)

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

3. Permanent Funds

These funds account for assets held under a trust agreement that are legally restricted to the extent that only earnings, not principal, are available to support the Township's programs. The Township had the following significant Permanent Fund:

<u>Cemetery Bequest Fund</u> – This fund receives interest earned on the nonexpendable corpus from a trust agreement. These earnings are used for the general maintenance and upkeep of the Township's cemeteries.

E. Budgetary Process

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

1. Appropriations

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

2. Estimated Resources

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

3. Encumbrances

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

A summary of 2010 and 2009 budgetary activity appears in Note 3.

F. Property, Plant and Equipment

The Township records disbursements for acquisitions of property, plant and equipment when paid. The accompanying financial statements do not report these items as assets.

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2010 AND 2009 (Continued)

2. EQUITY IN POOLED DEPOSITS

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

	2010	2009
Demand Deposits	\$ 188,542	\$ 140,790
Certificate of Deposit	14,724	14,724
Total Deposits	\$ 203,266	\$ 155,514

Deposits are insured by the Federal Deposit Insurance Corporation or collateralized by the financial institution's public entity deposit pool.

3. BUDGETARY ACTIVITY

Budgetary activity for the years ended December 31, 2010 and 2009 follows:

2010 Budgeted vs. Actual Receipts

	Budgeted		Actual			
Fund Type	Receipts		Receipts		Variance	
General	\$	54,601	\$	50,980	\$	(3,621)
Special Revenue		100,229		96,278		(3,951)
Total	\$	154,830	\$	147,258	\$	(7,572)

2010 Budgeted vs. Actual Budgetary Basis Expenditures

		Appropriation		Budgetary			
Fund Type		Authority		Expenditures		Variance	
General		\$	71,585	\$	46,094	\$	25,491
Special Revenue	_		217,359		53,411		163,948
Total	_	\$	288,944	\$	99,505	\$	189,439

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2010 AND 2009 (Continued)

3. BUDGETARY ACTIVITY (Continued)

2009 Budgeted vs. Actual Receipts

	Budgeted		Actual			
Fund Type	Receipts		Receipts		Variance	
General	\$	43,557	\$	40,130	\$	(3,427)
Special Revenue		110,863		104,029		(6,834)
Total	\$	154,420	\$	144,159	\$	(10,261)

2009 Budgeted vs. Actual Budgetary Basis Expenditures

-	Appropriation		Budgetary			
Fund Type	Authority		Expenditures		Variance	
General	\$	73,583	\$	46,496	\$	27,087
Special Revenue		236,605		117,642		118,963
Total	\$	310,188	\$	164,138	\$	146,050

4. DEBT

Debt outstanding at December 31, 2010 was as follows:

	<u>Principal</u>	Interest Rate
Promissory Note	\$13,901	4.70%

The outstanding note was for the purchase of approximately 1.968 acres of land in September 2007. The note will be paid off in annual payments of \$3,700, not including accrued interest at 4.70%. The final payment was originally due to be made in September of 2018. However, the Township made an extra principal payment of \$9,999 in October 2008. The Township also made an extra principal payment of \$2,000 in September 2010. The Township is not obligated to continue this. If the Township makes no additional extra principal payments, the final payment will be due in September 2014.

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

Mortgage
<u>Loan</u>
\$ 4,353
4,179
4,006
2,801
\$15,339

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2010 AND 2009 (Continued)

5. PROPERTY TAX

Real property taxes become a lien on January 1 preceding the October 1 date for which rates are adopted by 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 the 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 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.

6. RETIREMENT SYSTEMS

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

Contribution rates are also prescribed by the Ohio Revised Code. For 2010 and 2009, members of PERS contributed 10% of their gross salaries. The Township contributed an amount equal to 14% of participants' gross salaries. The Township has paid all contributions required through December 31, 2010.

7. RISK MANAGEMENT

Risk Pool Membership

Through December 31, 2008, the Township belonged 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 Ohio governments ("Members"). The Plan was legally separate from its member governments.

On January 1, 2009, through an internal reorganization, the Plan created three separate non-profit corporations including:

- Ohio Plan Risk Management, Inc. (OPRM) formerly known as the Ohio Risk Management Plan;
- Ohio Plan Healthcare Consortium, Inc. (OPHC) formerly known as the Ohio Healthcare Consortium; and
- Ohio Plan, Inc. mirrors the oversight function previously performed by the Board of Directors. The Board of Trustees consists of eleven (11) members that include appointed and elected officials from member organizations.

Pursuant to Section 2744.081 of the Ohio Revised Code, the plan provides property, liability, errors and omissions, law enforcement, automobile, excess liability, crime, surety and bond, inland marine and other coverages to its members sold through fourteen appointed independent agents in the State of Ohio.

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2010 AND 2009 (Continued)

7. RISK MANAGEMENT (Continued)

Risk Pool Membership (Continued)

These coverage programs, referred to as Ohio Plan Risk management ("OPRM"), are developed specific to each member's risk management needs and the related premiums for coverage are determined through the application of uniform underwriting criteria addressing the member's exposure to loss, except OPRM retain 17.5% (15% through October 31, 2009) of the premium and losses on the first \$250,000 casualty treaty and 10% of the first \$1,000,000 property treaty.

Members are only responsible for their self-retention (deductible) amounts, which vary from member to member. OPRM had 725 members as of December 31, 2009. The Government participates in this coverage.

The Plan formed the Ohio Plan Healthcare Consortium ("OPHC"), as authorized by Section 9.833 of the Ohio Revised Code. The OPHC was established to provide cost effective employee benefit programs for Ohio political sub-divisions and is a self-funded, group purchasing consortium that offers medical, dental, vision and prescription drug coverage as well as life insurance for its members. The OPHC is sold through seventeen appointed independent agents in the State of Ohio. Coverage programs are developed specific to each member's healthcare needs and the related premiums for coverage are determined through the application of uniform underwriting criteria. Variable plan options are available to members. These plans vary primarily by deductibles, coinsurance levels, office visit co-pays and out-of pocket maximums. OPHC had 60 members as of December 31, 2009. The Government participates in this coverage.

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.

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

The Pool's audited financial statements conform with generally accepted accounting principles, and reported the following assets, liabilities and retained earnings at December 31, 2009 and 2008 (the latest information available), and include amounts for both OPRRM and OPHC December 31, 2009 and 2008 (the latest information available).

	<u>2009</u> OPRM	2009 OPHC	2009	2008
Assets	\$11,176,186	\$1,358,802	\$12,534,988	\$10,471,114
Liabilities	(4,852,485)	(1,253,617)	(6,106,102)	(5,286,781)
Members'	<u>\$6,323,701</u>	<u>\$105,185</u>	<u>\$6,428,886</u>	<u>\$5,184,333</u>
Equity				

You can read the complete audited financial statements for OPRM and OPHC at the Plan's website, www.ohioplan.org.

Perry & Associates

Certified Public Accountants, A.C.

MARIETTA 428 Second Street Marietta, OH 45750 (740) 373-0056 (740) 373-2402 Fax PARKERSBURG 1035 Murdoch Avenue Parkersburg, WV 26101 (304) 422-2203 (304) 428-5587 Fax ST. CLAIRSVILLE 121 E Main Street St. Clairsville, OH 43950 (740) 695-1569 (740) 695-5775 Fax

INDEPENDENT ACCOUNTANTS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS REQUIRED BY GOVERNMENT AUDITING STANDARDS

April 22, 2011

Tiverton Township Coshocton County 35820 CR 33 Warsaw, Ohio 43844

To the Board of Trustees:

We have audited the financial statements of **Tiverton Township**, Coshocton County, Ohio, (the Township) as of and for the years ended December 31, 2010 and 2009, and have issued our report thereon dated April 22, 2011, 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 the Comptroller General of the United States' *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Township's internal control over financial reporting as a basis for designing our audit procedures for the purpose of expressing our opinion 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 have not opined on the effectiveness of the 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 misstatement of the entity's financial statements will not be prevented, or detected and timely corrected.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. Therefore, we cannot assure that we have identified all deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

Tiverton Township Coshocton County Independent Accountants' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Required by *Government Auditing Standards* Page 2

Compliance and Other Matters

As part of reasonably assuring whether the 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 directly and materially affect 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 an opinion. The results of our tests disclosed no instances of noncompliance or other matters that we must report under *Government Auditing Standards*.

We intend this report solely for the information and use of management, Board of Trustees, and others within the Township. We intend it for no one other than these specified parties.

Respectfully Submitted,

Perry and Associates

Certified Public Accountants, A.C.

Very Marciales CABS A. C.

SCHEDULE OF PRIOR AUDIT FINDINGS DECEMBER 31, 2010 AND 2009

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <i>Explain</i>
2008-001	Posting Receipts and Expenditures	Yes	





TIVERTON TOWNSHIP

COSHOCTON 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.

CLERK OF THE BUREAU

Susan Babbitt

CERTIFIED MAY 31, 2011