



Dave Yost • Auditor of State



MONROE TOWNSHIP  
PERRY COUNTY

TABLE OF CONTENTS

TITLE	PAGE
Independent Auditor's Report .....	1
Combined Statement of Receipts, Disbursements, and Changes in Fund Balances (Cash Basis) - All Governmental Fund Types - For the Year Ended December 31, 2014 .....	3
Combined Statement of Receipts, Disbursements, and Changes in Fund Balances (Cash Basis) - All Governmental Fund Types - For the Year Ended December 31, 2013 .....	4
Notes to the Financial Statements .....	5
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Required by <i>Government Auditing Standards</i> .....	13
Schedule of Findings.....	15

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# Dave Yost • Auditor of State

## INDEPENDENT AUDITOR'S REPORT

Monroe Township  
Perry County  
P.O. Box 426  
Corning, Ohio 43730-0426

To the Board of Township Trustees:

### ***Report on the Financial Statements***

We have audited the accompanying financial statements of the cash balances, receipts and disbursements by fund type, and related notes of Monroe Township, Perry County, Ohio (the Township), as of and for the years ended December 31, 2014 and 2013.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for preparing and fairly presenting these financial statements in accordance with the financial reporting provisions Ohio Revised Code § 117.38 and Ohio Administrative Code § 117-2-03(D) permit; this responsibility includes designing, implementing and maintaining internal control relevant to preparing and fairly presenting financial statements free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to opine on these financial statements based on our audit. We audited in accordance with auditing standards generally accepted in the United States of America and the financial audit standards in the Comptroller General of the United States' *Government Auditing Standards*. Those standards require us to plan and perform the audit to reasonably assure the financial statements are free from material misstatement.

An audit requires obtaining evidence about financial statement amounts and disclosures. The procedures selected depend on our judgment, including assessing the risks of material financial statement misstatement, whether due to fraud or error. In assessing those risks, we consider internal control relevant to the Township's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not to the extent needed to opine on the effectiveness of the Township's internal control. Accordingly, we express no opinion. An audit also includes evaluating the appropriateness of management's accounting policies and the reasonableness of their significant accounting estimates, as well as our evaluation of the overall financial statement presentation.

We believe the audit evidence we obtained is sufficient and appropriate to support our audit opinions.

***Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles***

As described in Note 1 of the financial statements, the Township prepared these financial statements using the accounting basis permitted by the financial reporting provisions of Ohio Revised Code § 117.38 and Ohio Administrative Code § 117-2-03(D), which is an accounting basis other than accounting principles generally accepted in the United States of America (GAAP), to satisfy these requirements.

Although the effects on the financial statements of the variances between the regulatory accounting basis and GAAP are not reasonably determinable, we presume they are material.

Though the Township does not intend these statements to conform to GAAP, auditing standards generally accepted in the United States of America require us to include an adverse opinion on GAAP. However, the adverse opinion does not imply the amounts reported are materially misstated under the accounting basis Ohio Revised Code § 117.38 and Ohio Administrative Code § 117-2-03(D) permit. Our opinion on this accounting basis is in the *Opinion on Regulatory Basis of Accounting* paragraph below.

***Adverse Opinion on U.S. Generally Accepted Accounting Principles***

In our opinion, because of the significance of the matter discussed in the *Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles* paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the Township as of December 31, 2014 and 2013, or changes in financial position thereof for the years then ended.

***Opinion on Regulatory Basis of Accounting***

In our opinion, the financial statements referred to above present fairly, in all material respects, the combined cash balances of Monroe Township, Perry County, Ohio as of December 31, 2014 and 2013, and its combined cash receipts and disbursements for the years then ended in accordance with the financial reporting provisions Ohio Revised Code § 117.38 and Ohio Administrative Code § 117-2-03(D) permit, described in Note 1.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated March 10, 2016, 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. That report describes the scope of our internal control testing over financial reporting and compliance, and the results of that testing, and does not opine on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Township's internal control over financial reporting and compliance.



**Dave Yost**  
Auditor of State  
Columbus, Ohio

March 10, 2016

**MONROE TOWNSHIP  
PERRY COUNTY**

**COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS  
AND CHANGES IN FUND BALANCES (CASH BASIS)  
ALL GOVERNMENTAL FUND TYPES  
FOR THE YEAR ENDED DECEMBER 31, 2014**

	General	Special Revenue	Totals (Memorandum Only)
<b>Cash Receipts</b>			
Property and Other Local Taxes	\$17,657	\$86,586	\$104,243
Intergovernmental	18,168	102,181	120,349
<i>Total Cash Receipts</i>	<u>35,825</u>	<u>188,767</u>	<u>224,592</u>
<b>Cash Disbursements</b>			
Current:			
General Government	78,961	0	78,961
Public Safety	0	97,106	97,106
Public Works	5,292	88,441	93,733
Health	0	5,018	5,018
Capital Outlay	0	22,331	22,331
Debt Service:			
Principal Retirement	13,332	14,551	27,883
Interest and Fiscal Charges	744	3,779	4,523
<i>Total Cash Disbursements</i>	<u>98,329</u>	<u>231,226</u>	<u>329,555</u>
<i>Excess of Cash Receipts (Under) Cash Disbursements</i>	<u>(62,504)</u>	<u>(42,459)</u>	<u>(104,963)</u>
<b>Other Financing Receipts</b>			
Sale of Notes	0	20,440	20,440
<i>Total Other Financing Receipts</i>	<u>0</u>	<u>20,440</u>	<u>20,440</u>
<i>Net Change in Fund Cash Balances</i>	(62,504)	(22,019)	(84,523)
<i>Fund Cash Balances, January 1</i>	<u>72,216</u>	<u>89,610</u>	<u>161,826</u>
<b>Fund Cash Balances, December 31</b>			
Restricted	0	67,591	67,591
Unassigned	9,712	0	9,712
<i>Fund Cash Balances, December 31</i>	<u><u>\$9,712</u></u>	<u><u>\$67,591</u></u>	<u><u>\$77,303</u></u>

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

**MONROE TOWNSHIP  
PERRY COUNTY**

**COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS  
AND CHANGES IN FUND BALANCES (CASH BASIS)  
ALL GOVERNMENTAL FUND TYPES  
FOR THE YEAR ENDED DECEMBER 31, 2013**

	General	Special Revenue	Totals (Memorandum Only)
<b>Cash Receipts</b>			
Property and Other Local Taxes	\$17,517	\$80,579	\$98,096
Intergovernmental	26,602	116,003	142,605
Miscellaneous	6,116	0	6,116
<i>Total Cash Receipts</i>	<u>50,235</u>	<u>196,582</u>	<u>246,817</u>
<b>Cash Disbursements</b>			
Current:			
General Government	56,157	0	56,157
Public Safety	0	65,657	65,657
Public Works	0	76,675	76,675
Health	0	5,100	5,100
Capital Outlay	0	801	801
Debt Service:			
Principal Retirement	5,167	12,194	17,361
Interest and Fiscal Charges	677	5,055	5,732
<i>Total Cash Disbursements</i>	<u>62,001</u>	<u>165,482</u>	<u>227,483</u>
<i>Net Change in Fund Cash Balances</i>	(11,766)	31,100	19,334
<i>Fund Cash Balances, January 1</i>	<u>83,982</u>	<u>58,510</u>	<u>142,492</u>
<b>Fund Cash Balances, December 31</b>			
Restricted	0	89,610	89,610
Unassigned	72,216	0	72,216
<i>Fund Cash Balances, December 31</i>	<u>\$72,216</u>	<u>\$89,610</u>	<u>\$161,826</u>

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



**MONROE TOWNSHIP  
PERRY COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2014 AND 2013**

**1. Summary of Significant Accounting Policies**

**A. Description of the Entity**

The constitution and laws of the State of Ohio establish the rights and privileges of the Monroe Township, Perry County, (the Township) as a body corporate and politic. A publicly-elected three-member Board of Trustees directs the Township. The Township provides road and bridge maintenance, cemetery maintenance, fire protection and emergency medical services. The Township contracts with the Village of Corning to provide fire and ambulance services.

The Township belongs to the Ohio Township Association Risk Management Authority (OTARMA), a risk-sharing pool available to the Ohio local governments. OTARMA provides property and casualty coverage for its members. OTARMA is a member of the American Public Entity Excess Pool (APEEP). Member governments pay annual contributions to fund OTARMA. OTARMA pays judgments, settlements and other expenses resulting from covered claims exceeding the member's deductible. Note 7 to the financial statements provides additional information for this entity.

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 permitted by the financial reporting provisions of Ohio Revised Code § 117.38 and Ohio Administrative Code § 117-2-03(D). This basis is similar to the cash receipts and disbursements accounting basis. The Board 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 financial reporting provisions of Ohio Revised Code § 117.38 and Ohio Administrative Code § 117-2-03(D) permit.

**C. 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 accounts for and reports all financial resources not accounted for and reported in another fund.

**2. Special Revenue Funds**

These funds account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

**MONROE TOWNSHIP  
PERRY COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2014 AND 2013  
(Continued)**

**1. Summary of Significant Accounting Policies (Continued)**

**2. Special Revenue Funds (Continued)**

The Township had the following significant Special Revenue Funds:

Road and Bridge Fund - This fund receives property tax money for constructing, maintaining, and repairing Township roads and bridges.

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

Fire District Fund – This fund receives property tax money to provide fire protection services to the Township.

**D. 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 or object level of control, and appropriations may not exceed estimated resources. The Board of Trustees must annually approve appropriation measures and subsequent amendments. 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 approve estimated resources.

**3. 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 2014 and 2013 budgetary activity appears in Note 3.

**E. Fund Balance**

Fund balance is divided into two classifications based primarily on the extent to which the Township must observe constraints imposed upon the use of its governmental-fund resources. The classifications are as follows:

**1. Restricted**

Fund balance is *restricted* when constraints placed on the use of resources are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or is imposed by law through constitutional provisions.

**MONROE TOWNSHIP  
PERRY COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2014 AND 2013  
(Continued)**

**1. Summary of Significant Accounting Policies (Continued)**

**E. Fund Balance (Continued)**

**2. Unassigned**

Unassigned fund balance is the residual classification for the general fund and includes amounts not included in the other classifications. In other governmental funds, the unassigned classification is used only to report a deficit balance.

The Township applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

**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.

**G. Accumulated Leave**

In certain circumstances, such as upon leaving employment, employees are entitled to cash payments for unused leave. The financial statements do not include a liability for unpaid leave.

**2. Equity in Pooled Deposits**

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

	<u>2014</u>	<u>2013</u>
Demand deposits	<u>\$77,303</u>	<u>\$161,826</u>

**Deposits:** Deposits are insured by the Federal Deposit Insurance Corporation.

**3. Budgetary Activity**

Budgetary activity for the years ending December 31, 2014 and 2013 follows:

2014 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$42,764	\$35,825	(\$6,939)
Special Revenue	215,900	209,207	(6,693)
Total	\$258,664	\$245,032	(\$13,632)

**MONROE TOWNSHIP  
PERRY COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2014 AND 2013  
(Continued)**

**3. Budgetary Activity (Continued)**

2014 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$116,000	\$98,329	\$17,671
Special Revenue	259,500	231,226	28,274
Total	\$375,500	\$329,555	\$45,945

2013 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$47,515	\$50,235	\$2,720
Special Revenue	214,161	196,582	(17,579)
Total	\$261,676	\$246,817	(\$14,859)

2013 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$57,500	\$62,001	(\$4,501)
Special Revenue	207,100	165,482	41,618
Total	\$264,600	\$227,483	\$37,117

The negative variance appearing in the General Fund for 2013 Budgeted vs. Actual Budgetary Basis Expenditures resulted from audit adjustments and does not represent noncompliance by the Township with Ohio budgetary statutes.

**4. Property Tax**

Real property taxes become a lien on January 1 preceding the October 1 date for which the Trustees adopted tax rates. The State Board of Tax Equalization adjusts these rates for inflation. Property taxes are also reduced for applicable homestead and rollback deductions. The financial statements include homestead and rollback amounts the State pays as Intergovernmental Receipts. Payments are due to the County by December 31. If the property owner elects to pay semiannually, the first half is due December 31. The second half payment is due the following June 20.

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

**MONROE TOWNSHIP  
PERRY COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2014 AND 2013  
(Continued)**

**5. Debt**

Debt outstanding at December 31, 2014 was as follows:

	Principal	Interest Rate
Promissory Note - Dump Truck	\$17,384	5%
Promissory Note - Grader	50,155	5.75%
Total	\$67,539	

The Township issued promissory notes to finance the purchase of a dump truck and grader equipment for Township road maintenance. The notes do not meet the requirements of Ohio Rev. Code § 133.

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

	Promissory Note - Grader	Promissory Note - Dump Truck
Year ending December 31:		
2015	\$4,636	\$16,029
2016	4,636	16,029
2017	4,636	16,029
2018	4,636	6,679
2019	386	0
Total	\$18,930	\$54,766

**6. Retirement Systems**

The Township's employees and officials belong to the Ohio Public Employees Retirement System (OPERS). OPERS is a cost-sharing, multiple-employer plan. The Ohio Revised Code prescribes this plan's benefits, which includes postretirement healthcare and survivor and disability benefits.

The Ohio Revised Code also prescribes contribution rates. For 2014 and 2013, OPERS members contributed 10%, of their gross salaries and the Township contributed an amount equaling 14%, of participants' gross salaries. The Township has paid all contributions required through December 31, 2014.

**7. 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 Township Association Risk Management Authority (OTARMA), a risk-sharing pool available to Ohio townships. OTARMA provides property and casualty coverage for its members. York Risk Pooling Services, Inc. (formally known as American Risk Pooling Consultants, Inc.) (York or Management), functions as the administrator of the Pool and provides underwriting claims, loss control, risk management, and reinsurance services for the Pool. Member governments pay annual contributions to fund OTARMA.

**MONROE TOWNSHIP  
PERRY COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2014 AND 2013  
(Continued)**

**7. Risk Management (Continued)**

OTARMA pays judgments, settlements and other expenses resulting from covered claims that exceed the members' deductibles.

Casualty and Property Coverage

The Pool is a member of American Public Entity Excess Pool (APEEP), which is also administered by York. APEEP provides the Pool with an excess risk-sharing program. Under this arrangement, OTARMA retains insured risks up to an amount specified in the contracts. At December 31, 2014, OTARMA retained \$350,000 for casualty claims and \$250,000 for property claims.

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

Financial Position

OTARMA's financial statements (audited by other accountants) conform with generally accepted accounting principles, and reported the following assets, liabilities and retained earnings at December 31, 2013 and 2014:

	<u>2013</u>	<u>2014</u>
Assets	\$34,954,286	\$35,970,263
Liabilities	(8,486,363)	(8,912,432)
Net Position	<u>\$26,467,923</u>	<u>\$27,057,831</u>

At December 31, 2013 and 2014, respectively, the liabilities above include approximately \$7.9 and \$8.2 million of estimated incurred claims payable. The assets above also include approximately \$7.4 and \$7.2 million of unpaid claims to be billed to approximately 957 member governments in the future, as of December 31, 2013 and 2014, respectively. These amounts will be included in future contributions from members when the related claims are due for payment. As of December 31, 2014, the Township's share of these unpaid claims collectible in future years is approximately \$4,000.

Based on discussions with OTARMA, the expected rates OTARMA charges to compute member contributions, which are used to pay claims as they become due, are not expected to change significantly from those used to determine the historical contributions detailed below. By contract, the annual liability of each member is limited to the amount of financial contributions required to be made to OTARMA for each year of membership.

<u>Contributions to OTARMA</u>	
<u>2013</u>	<u>2014</u>
\$6,167	\$7,055

**MONROE TOWNSHIP  
PERRY COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2014 AND 2013  
(Continued)**

**7. Risk Management (Continued)**

After one year of membership, a member may withdraw on the anniversary of the date of joining OTARMA, if the member notifies OTARMA in writing 60 days prior to the anniversary date. Upon withdrawal, members are eligible for a full or partial refund of their capital contributions, minus the subsequent year's contribution. Withdrawing members have no other future obligation to the pool. Also upon withdrawal, payments for all casualty claims and claim expenses become the sole responsibility of the withdrawing member, regardless of whether a claim occurred or was reported prior to the withdrawal.

**8. Compliance**

Contrary to 26 U.S.C. § 3102(a)(1), Ohio Rev. Code § 145.47 and Ohio Rev. Code § 5747.06, the Township failed to remit certain withholdings and employer contributions to the appropriate agencies related to federal and state income taxes and retirement. In addition, the Township failed to maintain certain supporting documentation to support the allocation of Township Trustee compensation to funds other than the Township General Fund.

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# Dave Yost • Auditor of State

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

Monroe Township  
Perry County  
P.O. Box 426  
Corning, Ohio 43730-0426

To the Board of Township Trustees:

We have audited in accordance with auditing standards generally accepted in the United States and the Comptroller General of the United States' *Government Auditing Standards*, the financial statements of the cash balances, receipts, and disbursements by fund type of Monroe Township, Perry County, Ohio (the Township), as of and for the years ended December 31, 2014 and 2013, and the related notes to the financial statements and have issued our report thereon dated March 10, 2016 wherein we noted the Township followed financial reporting provisions Ohio Revised Code § 117.38 and Ohio Administrative Code § 117-2-03(D) permit.

### ***Internal Control Over Financial Reporting***

As part of our financial statement audit, we considered the Township's internal control over financial reporting (internal control) to determine the audit procedures appropriate in the circumstances to the extent necessary to support our opinions on the financial statements, but not to the extent necessary to opine on the effectiveness of the Township's internal control. Accordingly, we have not opined on it.

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 combination of internal control deficiencies resulting in a reasonable possibility that internal control will not prevent or detect and timely correct a material misstatement of the Township's financial statements. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all internal control deficiencies that might be material weaknesses or significant deficiencies. Therefore, unidentified material weaknesses or significant deficiencies may exist. We did identify certain deficiencies in internal control, described in the accompanying Schedule of Findings that we consider material weaknesses. We consider Findings 2014-006 through 2014-007 and 2014-008 through 2014-010 to be material weaknesses.

***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, opining 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 instances of noncompliance or other matters we must report under *Government Auditing Standards* which are described in the accompanying Schedule of Findings as items 2014-001 through 2014-007.

***Purpose of this Report***

This report only describes the scope of our internal control and compliance testing and our testing results, and does not opine on the effectiveness of the Township's internal control or on compliance. This report is an integral part of an audit performed under *Government Auditing Standards* in considering the Township's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Dave Yost". The signature is written in a cursive style with a large, looping "Y" and "O".

**Dave Yost**  
Auditor of State  
Columbus, Ohio

March 10, 2016

**MONROE TOWNSHIP  
PERRY COUNTY**

**SCHEDULE OF FINDINGS  
DECEMBER 31, 2014 AND 2013**

**FINDINGS RELATED TO THE FINANCIAL STATEMENTS  
REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS**

**FINDING NUMBER 2014-001**

**Noncompliance Citation**

26 U.S.C. § 3102(a)(1) requires every employer making payment of wages to deduct and withhold a tax determined in accordance with tables or computational procedures prescribed by the Secretary of the Treasury.

During 2013, the Township withheld federal taxes and Medicare from employees' pay, but the withholdings were not remitted to the Internal Revenue Service. In addition, the employer share of Medicare was not remitted in 2013. We noted the Township should have remitted \$7,125 to the Internal Revenue Service; however, only \$567 was remitted during the second quarter of 2013, a variance of \$6,558.

In addition, for 2014, we noted payments totaling \$13,123 to the Internal Revenue Service remitted for certain quarterly periods covering 2010, 2011, and 2012. We also noted payments, totaling \$6,269, made to the U.S. Department of Treasury, for which we were unable to determine the applicable withholding period for which they were attributable. Furthermore, for 2013, we noted payments, totaling \$1,861, to the Internal Revenue Service, for the third quarter of 2012 withholding period.

Failure to remit federal taxes in a timely fashion, as required, could subject the Township to significant penalties and interest.

The Fiscal Officer should remit the proper federal taxes and Medicare promptly to the Internal Revenue Service each period, as required, along with the employer share of Medicare. In addition, the Township should consult with the Internal Revenue Service to reconcile any differences between amounts owed and paid.

This matter will be referred to the Internal Revenue Service for whatever action deemed necessary.

**FINDING NUMBER 2014-002**

**Noncompliance Citation**

Ohio Rev. Code § 145.47 requires each employer to withhold an amount, as determined by the public employees' retirement board, not to exceed ten percent from each employee's earnable salary that is a contributor to the retirement system. The required rate was ten percent for 2014 and 2013. Ohio Rev. Code § 145.48 states, in part, each employer shall pay to the public employees' retirement system an amount that shall have a certain per cent of the earnable salary of all contributors to be known as the "employer contribution." The required rate was 14% for 2014 and 2013.

The Township withheld the proper amounts from employees; however, withholdings were not properly remitted to the Ohio Public Employees Retirement System (OPERS). For 2014, we noted the Township should have remitted a total of \$15,105 for employee and employer contributions; however, our review of the payments register noted a total of \$12,921 remitted during the year. This resulted in a variance of (\$2,184) for 2014. For 2013, we noted the Township should have remitted a total of \$15,105 for employee and employer contributions; however, our review of the payments register noted a total of \$16,747 remitted during the year. This resulted in a variance of \$1,642 for 2013.

**MONROE TOWNSHIP  
PERRY COUNTY**

**SCHEDULE OF FINDINGS  
DECEMBER 31, 2014 AND 2013  
(Continued)**

<b>FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS (Continued)</b>
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**FINDING NUMBER 2014-002 (Continued)**

**Noncompliance Citation (Continued)**

Furthermore, during 2013, we noted the Township received a refund of \$1,840 from OPERS as the result of previous overpayments made.

For the payments made to OPERS, we were unable to substantiate if payments made during each year were for the current period or previous periods. The Township provided no explanation or documentation for these variances. Failure to properly withhold and remit the withholdings and contributions could result in errors and/or irregularities occurring and remaining undetected and subject the Township to penalties and interest charges.

The Township should remit employee withholdings and employer contributions in a timely fashion to the Ohio Public Employees Retirement System as required. The Township Trustees should monitor these payments to ensure payments are being made timely and in the appropriate amounts.

This matter will be referred to OPERS for whatever action deemed necessary.

**FINDING NUMBER 2014-003**

**Noncompliance Citation**

Ohio Rev. Code § 5747.06 states that except as provided in division (E)(3) of this section, every employer, including the state and its political subdivisions, maintaining an office or transacting business within this state and making payment of any compensation to an employee who is a taxpayer shall deduct and withhold from such compensation for each payroll period a tax computed in such manner as to result, as far as practicable, in withholding from the employee's compensation during each calendar year an amount substantially equivalent to the tax reasonably estimated to be due from the employee. The employer shall deduct and withhold the tax on the date that the employer directly, indirectly, or constructively pays the compensation to, or credits the compensation to the benefit of, the employee. The method of determining the amount to be withheld shall be prescribed by rule of the tax commissioner.

During 2014, the Township withheld \$1,780 in state taxes from the employees' pay; however, only \$282 in payments were noted as being remitted to the Treasurer of State of Ohio. This resulted in a variance of (\$1,498) for 2014. During 2013, the Township also withheld \$1,780 in state taxes from employees' pay; however, \$2,092 was noted as being remitted to the Treasurer of State of Ohio. This resulted in a variance of \$312 for 2013.

We were unable to substantiate if payments made during each year were for the current period or previous periods. The Township provided no explanation or documentation for these variances. Failure to properly withhold and remit the withholdings could result in errors and/or irregularities occurring and remaining undetected and subject the Township to penalties and interest charges.

The Township should take the necessary action to correct the discrepancy in the amount withheld and remitted for state taxes. The Township should ensure that transmittal of state income taxes is made timely to avoid possible late penalties and interest.

This matter will be referred to the Treasurer of the State of Ohio for whatever action deemed necessary.

**MONROE TOWNSHIP  
PERRY COUNTY**

**SCHEDULE OF FINDINGS  
DECEMBER 31, 2014 AND 2013  
(Continued)**

**FINDINGS RELATED TO THE FINANCIAL STATEMENTS  
REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS (Continued)**

**FINDING NUMBER 2014-004**

**Noncompliance Citation**

Ohio Rev. Code § 9.38 states that public money must be deposited with the treasurer of the public office or to a designated depository on the business day following the day of receipt. If the amount of daily receipts does not exceed \$1,000 and the receipts can be safeguarded, the Board of Township Trustees may adopt a policy permitting officials who receive this money to hold it past the next business day, but the deposit must be made no later than three business days following receipt. The policy must include provisions and procedures to safeguard the money during the intervening period. If the amount exceeds \$1,000 or a lesser amount cannot be safeguarded, the public official must then deposit the money on the first business day following the date of receipt.

Our testing of receipts noted Township deposits were not made in a timely manner. We noted one receipt, in the amount of \$1,433, for a check written to the Township on October 27, 2014, was not deposited by the Township until December 10, 2014. Furthermore, this receipt was not posted to the accounting system until January 2015. In addition, we noted the Township failed to deposit three checks received during 2014 from the State of Ohio totaling \$14,473. These checks were subsequently voided by the State of Ohio and have not been reissued. Failure to deposit receipts in a timely manner could result in subsequent loss or theft of monies collected.

The Township Fiscal Officer should deposit receipts of the Township to a designated depository on the business day following the day of receipt or in accordance with a policy adopted by the Township Trustees in accordance with the aforementioned requirements.

**FINDING NUMBER 2014-005**

**Noncompliance Citation**

Ohio Rev. Code § 133 allows various methods for subdivisions to incur debt. Ohio Rev. Code § 133 allows a subdivision to issue anticipatory securities. Ohio Rev Code § 133.10 allows anticipation securities in anticipation of current property tax revenues or in anticipation of current revenues in and for any fiscal year from any source or combination of sources, including distributions of any federal or state monies, other than the proceeds of property taxes levied by the subdivision.

Ohio Rev. Code § 133.15 allows the issuance of securities for the purpose of paying all or any portion of the costs of any permanent improvement that the subdivision is authorized, alone or in cooperation with other persons, to acquire, improve, or construct. Ohio Rev. Code § 133.18 allows the taxing authority of a subdivision by legislation to submit to the electors of the subdivision the question of issuing any general obligation bonds, for one purpose, that the subdivision has power or authority to issue.

On January 10, 2014, the Board of Township Trustees signed a promissory note with North Valley Bank, in the amount of \$20,440, to finance the purchase of a dump truck. This note did not meet the requirements set forth in Ohio Rev. Code § 133. Previously, on May 19, 2008, the Board of Trustees signed a promissory note with North Valley Bank in the amount of \$123,218 to finance the purchase of a grader. This type of loan also does not meet the requirements set forth in Ohio Rev. Code § 133.

**MONROE TOWNSHIP  
PERRY COUNTY**

**SCHEDULE OF FINDINGS  
DECEMBER 31, 2014 AND 2013  
(Continued)**

**FINDINGS RELATED TO THE FINANCIAL STATEMENTS  
REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS (Continued)**

**FINDING NUMBER 2014-005 (Continued)**

**Noncompliance Citation (Continued)**

The Ohio Revised Code contains various methods of incurring debt for Townships. Installment loans and promissory notes with banking institutions are not legal methods of debt for Townships.

The Board of Township Trustees should consult with the Township's legal counsel prior to the Township incurring future debt.

**FINDING NUMBER 2014-006**

**Noncompliance and Material Weakness**

Ohio Rev. Code § 149.43(B)(1) states, in part, that upon request, all public records responsive to the request shall be promptly prepared and made available for inspection to any person at all reasonable times during regular business hours. Subject to division (B)(8) of this section, upon request, a public office or person responsible for public records shall make copies of the requested public record available at cost and within a reasonable period of time. If a public record contains information that is exempt from the duty to permit public inspection or to copy the public record, the public office or the person responsible for the public record shall make available all of the information within the public record that is not exempt. When making that public record available for public inspection or copying that public record, the public office or the person responsible for the public record shall notify the requester of any redaction or make the redaction plainly visible. A redaction shall be deemed a denial of a request to inspect or copy the redacted information, except if federal or state law authorizes or requires a public office to make the redaction.

Additionally, management is responsible for designing and implementing internal control policies and procedures to reasonably ensure specific financial objectives will be achieved. A sound internal control structure requires documented procedures to provide management with reasonable assurance that recorded transactions occurred and are not fictitious. This includes maintaining sufficient supporting documentation such as purchase orders, invoices, and vouchers for all non-payroll disbursements.

The Township's voucher packages did not always contain the original invoice. During our audit of the Township's non-payroll disbursements, we noted one payment during 2013 amounting to \$56 for which management could not locate the original invoice or other supporting documentation. Also, during 2013, we noted two payments, totaling \$1,514, which were dated just prior to fiscal year end for which supporting documentation was not provided to ensure the disbursement was recorded in the proper period. Also, during 2014, we noted five payments, totaling \$4,966, which were dated just prior to fiscal year end for which supporting documentation was not provided to ensure the disbursement was recorded in the proper period. Several other vouchers were noted that did not contain supporting documentation; however, the Township was able to contact the vendor and have a duplicate invoices generated. The Township was also unable to provide a signed contract with the Village of Corning related to fire and EMS services.

Failure to maintain the appropriate supporting documentation could allow payments to be made for items not received and allow other errors or irregularities to occur and remain undetected.

**MONROE TOWNSHIP  
PERRY COUNTY**

**SCHEDULE OF FINDINGS  
DECEMBER 31, 2014 AND 2013  
(Continued)**

**FINDINGS RELATED TO THE FINANCIAL STATEMENTS  
REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS (Continued)**

**FINDING NUMBER 2014-006 (Continued)**

**Noncompliance and Material Weakness (Continued)**

Supporting documentation should be maintained by the Fiscal Officer in accordance with record retention policies for each non-payroll disbursement including a voucher with the original invoice attached, purchase order information and any other supporting documentation applicable to the disbursement. Vouchers should not be approved by the Board of Trustees unless the original invoice is attached in order to ensure amounts paid agree to the applicable supporting documentation and that supporting documentation is present.

**FINDING NUMBER 2014-007**

**Noncompliance and Material Weakness**

Ohio Rev. Code § 505.24(C) states that, by unanimous vote, a board of township trustees may adopt a method of compensation consisting of an annual salary to be paid in equal monthly payments. The amount of the annual salary approved by the board shall be no more than the maximum amount that could be received annually by a trustee if the trustee were paid on a per diem basis as specified in this division, and shall be paid from the township general fund or from other township funds in such proportions as the board may specify by resolution. Each trustee shall certify the percentage of time spent working on matters to be paid from the township general fund and from other township funds in such proportions as the kinds of services performed.

During 2014, members of the Board of Township Trustees were paid from the General Fund and Motor Vehicle License Tax Fund. For 2014, we noted 12 payments for Trustees' salaries in which supporting documentation or a certification was not on file to support the restricted funds from which the Trustees were paid. This resulted in an adjustment of 2014 salaries totaling \$6,650 to the General Fund from the Motor Vehicle License Tax Fund.

During 2013, the members of the Board of Township Trustees were paid from the General Fund, Gasoline Tax Fund and Motor Vehicle License Tax Fund. For 2013, we noted 24 payments for Trustees' salaries in which supporting documentation or a certification was not on file to support the restricted funds from which the Trustees were paid. This resulted in an adjustment of 2013 salaries totaling \$13,211 to the General Fund from the Gasoline Tax and Motor Vehicle License Tax Funds in the amounts of \$3,325 and \$9,886, respectively.

These adjustments, to which management has agreed, are reflected in the accompanying financial statements.

We recommend, if the Board adopts, by unanimous vote, a method of compensation consisting of an annual salary, the Trustees certify the percentage of time spent working on matters to be paid from the Township General Fund and from other township funds in such proportions as the kinds of services performed. Each Trustee's salary and fringe benefits should be allocated to the corresponding funds consistent with each certification, and certifications should be maintained on file.

**MONROE TOWNSHIP  
PERRY COUNTY**

**SCHEDULE OF FINDINGS  
DECEMBER 31, 2014 AND 2013  
(Continued)**

<b>FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS (Continued)</b>
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**FINDING NUMBER 2014-008**

**Material Weakness**

All local public offices should maintain an accounting system and accounting records sufficient to enable the public office to identify, assemble, analyze, classify, record and report its transactions, maintain accountability for the related assets, document compliance with finance-related legal and contractual requirements and prepare financial statements.

The Ohio Township Handbook provides suggested account classifications. These accounts classify receipts by fund and source (taxes or charges for services, for example) and classify disbursements by fund, program (general government, for example) or object (personal services, for example). Using these classifications will provide the Township with information required to monitor compliance with the budget, and prepare annual reports in the format required by the Auditor of State.

Furthermore, Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, requires five fund balance classifications (nonspendable, restricted, committed, assigned, and unassigned) related to constraints placed upon the use of resources reported in governmental funds and clarifies the existing governmental fund type definitions. In addition, Auditor of State Bulletin 2011-004 requires local governments which prepare cash basis financial statements to implement these fund balance classifications and governmental fund type definitions.

Various adjustments were made to the Township's financial statements for 2014 and 2013 including adjustments necessary to report fund balances in accordance with GASB Statement No. 54.

For the fiscal year ending December 31, 2014, the following reclassifications were noted:

- Debt Service payments in the General Fund of \$14,076 were incorrectly classified as General Government expenditures rather than as Debt Service Principal (\$13,332) and Interest (\$744).
- A Federal forest receipt in the amount of \$2,763, received from the Perry County Auditor, was improperly classified as Miscellaneous rather than Intergovernmental within the General Fund.
- A payment of \$5,292 to Shelly Materials, Inc. was improperly posted in the General Fund as General Government rather than Public Works.
- A receipt in the amount of \$4,965 was incorrectly posted twice as Intergovernmental in the Gasoline Tax Special Revenue Fund.
- Proceeds from Township debt entered into during the year was not posted to the accounting system resulting in an understatement of \$20,440 for Sale of Notes and Capital Outlay in the Township's Special Revenue Funds.
- Debt Service payments in the Gasoline Tax Special Revenue Fund of \$14,962 were incorrectly classified as Capital Outlay expenditures rather than as Debt Service Principal (\$14,551) and Interest (\$411).
- Expenditures totaling \$5,018 were improperly classified in the Cemetery Special Revenue Fund as General Government rather than Health.
- Expenditures totaling \$276 and \$6,999 were improperly classified in the Road and Bridge and Motor Vehicle License Tax Special Revenue Funds, respectively, as General Government rather than Public Works.



**MONROE TOWNSHIP  
PERRY COUNTY**

**SCHEDULE OF FINDINGS  
DECEMBER 31, 2014 AND 2013  
(Continued)**

<b>FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS (Continued)</b>
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**FINDING NUMBER 2014-008 (Continued)**

**Material Weakness (Continued)**

- Expenditures totaling \$260, \$1,048, \$445, and \$353 were improperly classified in the EMS, Fire District, EMS Apparatus, and Fire Apparatus Special Revenue Funds, respectively, as General Government rather than Public Safety.
- Fund balance of the Road and Bridge Special Revenue Fund, in the amount of \$2,300, was classified as Committed Fund Balance rather than Restricted Fund Balance.

For the fiscal year ending December 31, 2013, the following reclassifications were noted:

- Debt Service payments in the General Fund of \$5,844 were incorrectly classified as General Government expenditures rather than as Debt Service Principal (\$5,167) and Interest (\$677).
- A refund of \$1,840 from the Ohio Public Employees Retirement System was classified as Intergovernmental rather than Miscellaneous within the General Fund.
- A portion of a Homestead and Rollback receipt totaling \$6,125 was posted to the General Fund rather than being posted to the EMS, Cemetery, EMS Apparatus, Fire District, Fire Apparatus, and Road and Bridge Special Revenue Funds in the amounts of \$609, \$287, \$1,114, \$2,522, \$864, and \$729, respectively.
- Additional Homestead and Rollback monies were improperly posted as Property and Other Local Taxes rather than Intergovernmental in the amounts of \$1,366, \$284, \$134, \$519, \$1,176, \$403, and \$370 in the General Fund and EMS, Cemetery, EMS Apparatus, Fire District, Fire Apparatus, and Road and Bridge Special Revenue Funds, respectively. Furthermore, a portion of the Homestead and Rollback monies, in the amount of \$2,956, was incorrectly posted to the General Fund rather than the EMS, Cemetery, EMS Apparatus, Fire District, Fire Apparatus, and Road and Bridge Special Revenue Funds in the amounts of \$298, \$140, \$545, \$1,234, \$423, \$316, respectively.
- Debt Service payments in the General Fund of \$12,598 were incorrectly classified as Capital Outlay expenditures rather than as Debt Service Principal (\$12,194) and Interest (\$404).
- Expenditures totaling \$5,100 were improperly classified in the Cemetery Special Revenue Fund as General Government rather than Health.
- Expenditures totaling \$858 and \$7,105 were improperly classified in the Road and Bridge and Motor Vehicle License Tax Special Revenue Funds, respectively, as General Government rather than Public Works.
- Expenditures totaling \$307, \$1,231, \$528, and \$419 were improperly classified in the EMS, Fire District, EMS Apparatus, and Fire Apparatus Special Revenue Funds, respectively, as General Government rather than Public Safety.
- Fund balance of the Road and Bridge Special Revenue Fund, in the amount of \$1,474, was classified as Committed Fund Balance rather than Restricted Fund Balance.

As a result, several entries, with which the Township management agreed, were made and reflected in the accompanying financial statements, and, where applicable, the accounting records, in order to accurately reflect the Township's financial activity.

In addition, we noted the following unadjusted differences for the year ending December 31, 2014:

- A gasoline tax receipt in the amount of \$1,404 was posted to the General Fund rather than the Gasoline Tax Special Revenue Fund.
- A receipt in the amount of \$1,433 was deposited by the Township in December 2014 but was not posted to the Township's General Fund until January 2015.

**MONROE TOWNSHIP  
PERRY COUNTY**

**SCHEDULE OF FINDINGS  
DECEMBER 31, 2014 AND 2013  
(Continued)**

<b>FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS (Continued)</b>
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**FINDING NUMBER 2014-008 (Continued)**

**Material Weakness (Continued)**

- Township obligations, totaling \$2,142, \$6,303, and \$2,000, for the General, Gasoline Tax, and Road and Bridge Fund were not encumbered and reported as part of the Township's budgetary presentation.

We also noted the following unadjusted differences for the year ending December 31, 2013:

- Commercial Activity Tax receipts of \$214, \$59, \$134, \$549, \$134, \$201, and \$167 were posted as Property and Other Local Taxes rather than Intergovernmental in the General and Road and Bridge, Cemetery, Fire District, EMS, EMS Apparatus, and Fire Apparatus Special Revenue Funds, respectively.
- Debt Service Principal payments in the Gasoline Tax Special Revenue Fund of \$533 were incorrectly classified as Interest.
- Certain homestead and rollback receipts were incorrectly recorded. Receipts totaling \$1,054 were posted to the General Fund rather than to the EMS, Cemetery, EMS Apparatus, Fire District, Fire Apparatus and Road and Bridge Special Revenue Funds in the amounts of \$104, \$49, \$190, \$432, \$148, and \$131, respectively. In addition, receipts totaling \$202 were posted to the General Fund as Property and Other Local Taxes rather than as Intergovernmental.
- Township obligations, totaling \$382 and \$7,456 for the General and Gasoline Tax Fund, respectively, were not encumbered and reported as part of the Township's budgetary presentation.

Failure to properly classify receipts and disbursements as to the appropriate classification could result in the financial statements being misleading.

The Fiscal Officer should refer to the Ohio Township Handbook for proper classification and take additional care in posting transactions to the Township's ledgers and annual financial report in order to ensure the Township's year-end financial statements reflect the appropriate sources and uses of the Township's receipts and disbursements.

**FINDING NUMBER 2014-009**

**Material Weakness**

A well-designed system of internal control will include monitoring of financial reports and information by the governing board in order to compensate for any lack of segregation of duties. The small size of the Township's staff did not allow for an adequate segregation of duties. The Fiscal Officer performed all accounting functions, including receipting, depositing, disbursing, and reconciling. It is therefore important for the Board of Township Trustees to monitor financial activity closely and to follow up on any audit findings. This monitoring should be performed by reviewing and initialing a financial packet on a monthly basis. The financial packet should consist of at a minimum the monthly bank reconciliation, monthly fund status report and monthly budget versus actual statement.

**MONROE TOWNSHIP  
PERRY COUNTY**

**SCHEDULE OF FINDINGS  
DECEMBER 31, 2014 AND 2013  
(Continued)**

<b>FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS (Continued)</b>
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**FINDING NUMBER 2014-009 (Continued)**

**Material Weakness (Continued)**

While the Trustees approved vouchers for payment and signed all issued checks, we noted the Board of Township Trustees did not receive a monthly financial packet from the Fiscal Officer for their review. The Board's lack of effective monitoring resulted in various issues, such items as errors in the Township's reconciliations, payments not made in a timely manner, and deposits not being made in a timely fashion, occurring and remaining undetected. Also, without formally reviewing financial records and reports, the Board may not be fully aware of the financial status of the Township and the condition of financial records.

The Township Fiscal Officer should prepare monthly financial reports which include budget versus actual information for receipts and disbursements, as well as reconciliations of fund balances. The Board should formally review and approve these monthly reports, and note the Board's approval in the minutes. Monthly financial reports should be signed by the Board members to indicate each member's review and approval. In addition, we recommend the Board periodically review the Township's books to ensure they are posted up to date and are in balance. Furthermore, the Board should monitor that all Township obligations are being paid in a timely fashion during these reviews and their approval of Township vouchers.

**FINDING NUMBER 2014-010**

**Material Weakness**

In order to ensure the completeness over the Township's financial statements and reports, bank reconciliations should be performed on a monthly basis. The monthly bank reconciliation process should include the investigation and resolution of any variances between amounts reported by the bank and amounts posted to the Township's accounting system. The Fiscal Officer should provide monthly bank reconciliations to the Board of Township Trustees at monthly meetings to review and approve for any unrecognized errors.

We noted two outstanding checks on the Township's December 31, 2014 bank reconciliation, totaling \$1,103, which were issued in 2013 and had not cleared the Township's bank account as of February 2015. In addition, our review of the December 31, 2014 bank reconciliation also noted a deposit in transit, in the amount of \$4,965, which actually represented a receipt that was incorrectly posted to the accounting system twice in August 2014.

Failure to promptly investigate and identify variances and old reconciling items as part of the monthly reconciliation process could result in errors and/or irregularities occurring and remaining undetected.

The Township Fiscal Officer should perform bank reconciliations on a monthly basis. In order for the reconciliation process to be effective, variances should be promptly investigated and corrected as part of the reconciliation process. In addition, the Board of Township Trustees should review the Township's bank reconciliations each month to monitor for unusual items and to ensure variances are corrected on a timely basis. The Township Trustees should sign the monthly reconciliations each month as evidence this review was performed.

**MONROE TOWNSHIP  
PERRY COUNTY**

**SCHEDULE OF FINDINGS  
DECEMBER 31, 2014 AND 2013  
(Continued)**

<p><b>FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS (Continued)</b></p>
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**FINDING NUMBER 2014-010 (Continued)**

**Material Weakness (Continued)**

The financial statements and computer system were adjusted to reflect the deposit in transit error noted above.

**Officials' Responses:** We did not receive any responses from Officials to the Findings reported above.



# Dave Yost • Auditor of State

**MONROE TOWNSHIP**

**PERRY 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  
MARCH 24, 2016**