

**HARRISON TOWNSHIP
PERRY COUNTY**

AUDIT REPORT

JANUARY 1, 2007 – DECEMBER 31, 2008

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



Mary Taylor, CPA
Auditor of State

Board of Trustees
Harrison Township
309 Elizabeth Street
Crooksville, Ohio 43731

We have reviewed the *Independent Auditors' Report* of Harrison Township, Perry County, prepared by Wolfe, Wilson & Phillips, Inc., for the audit period January 1, 2007 through December 31, 2008. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

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

Mary Taylor

Mary Taylor, CPA
Auditor of State

November 19, 2009

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**HARRISON TOWNSHIP
PERRY COUNTY**

TABLE OF CONTENTS

| <u>Title</u> | <u>Page</u> |
|--|-------------|
| Independent Auditors' Report..... | 1 |
| Management Discussion and Analysis..... | 2 |
| Government-wide Financial Statements: | |
| Statement of Nets Assets Year Ended December 31, 2008..... | 8 |
| Statement of Activities Year ended December 31, 2008..... | 9 |
| Fund Financial Statements: | |
| Governmental Funds | |
| Statement of Cash Basis Assets and Fund Balances, Year Ended December 31, 2008..... | 10 |
| Statement of Cash Receipts, Disbursements and Changes in Fund Cash Balance Year Ended December 31, 2008..... | 11 |
| Statement of Cash Receipts, Disbursements and Changes in Fund Cash Balances- Budget and Actual (Non-GAAP Budgetary Basis) - General Fund, Year Ended December 31, 2008..... | 12 |
| Statement of Cash Receipts, Disbursements and Changes in Fund Cash Balances- Budget and Actual (Non-GAAP Budgetary Basis) - Gasoline Tax Fund, Year Ended December 31, 2008..... | 13 |
| Statement of Cash Receipts, Disbursements and Changes in Fund Cash Balances- Budget and Actual (Non-GAAP Budgetary Basis) - Fire Fund, Year Ended December 31, 2008..... | 14 |
| Statement of Cash Receipts, Disbursements and Changes in Fund Cash Balances- Budget and Actual (Non-GAAP Budgetary Basis) - EMS Fund, Year Ended December 31, 2008..... | 15 |
| Statement of Cash Receipts, Disbursements and Changes in Fund Cash Balances- Budget and Actual (Non-GAAP Budgetary Basis) - Joint Cemetery Fund, Year Ended December 31, 2008..... | 16 |
| Government-wide Financial Statements: | |
| Statement of Nets Assets Year Ended December 31, 2007..... | 17 |
| Statement of Activities Year ended December 31, 2007..... | 18 |
| Fund Financial Statements: | |
| Governmental Funds | |
| Statement of Cash Basis Assets and Fund Balances, Year Ended December 31, 2007..... | 19 |
| Statement of Cash Receipts, Disbursements and Changes in Fund Cash Balance Year Ended December 31, 2007..... | 20 |
| Statement of Cash Receipts, Disbursements and Changes in Fund Cash Balances- Budget and Actual (Non-GAAP Budgetary Basis) - General Fund, Year Ended December 31, 2007..... | 21 |
| Statement of Cash Receipts, Disbursements and Changes in Fund Cash Balances- Budget and Actual (Non-GAAP Budgetary Basis) - Gasoline Tax Fund, Year Ended December 31, 2007..... | 22 |
| Statement of Cash Receipts, Disbursements and Changes in Fund Cash Balances- Budget and Actual (Non-GAAP Budgetary Basis) - Road and Bridge Tax Fund, Year Ended December 31, 2007..... | 23 |
| Statement of Cash Receipts, Disbursements and Changes in Fund Cash Balances- Budget and Actual (Non-GAAP Budgetary Basis) - Fire Fund, Year Ended December 31, 2007..... | 24 |
| Statement of Cash Receipts, Disbursements and Changes in Fund Cash Balances- Budget and Actual (Non-GAAP Budgetary Basis) - Joint Cemetery Fund, Year Ended December 31, 2007..... | 25 |
| Notes to the Financial Statements..... | 26 |
| Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Required By Government Auditing Standards..... | 38 |
| Schedule of Findings..... | 40 |
| Schedule of Prior Audit Findings..... | 42 |

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

INDEPENDENT AUDITORS' REPORT

Harrison Township
Perry County
309 Elizabeth Street
Crooksville, Ohio 43731

We have audited the accompanying financial statements of the governmental activities, major funds and aggregate remaining fund information of Harrison Township, Perry County as of and for the years ended December 31, 2008 and 2007, which collectively comprised the Township's basic financial statements. These financial statements are the responsibility of the Township's management. Our responsibility is to express an opinion on these financial statements based on our audit.

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

As discussed in Note 2, the Township has prepared these financial statements and notes using the cash basis of accounting. This is a comprehensive accounting basis other than accounting principles generally accepted in the United States of America.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position-cash basis of the governmental activities, major funds and the aggregate remaining fund information of Harrison Township, Perry County, as of December 31, 2008 and 2007, and the respective changes in financial position-cash basis and the respective budgetary comparison for the General Fund, Gasoline Tax Fund, Road and Bridge Fund, Fire Fund, EMS Fund and Joint Cemetery Fund thereof for the years then ended in conformity with the basis of accounting Note 2 describes.

In accordance with *Government Auditing Standards*, we have also issued a report dated October 6, 2009, on our consideration of Harrison Township's internal control structure over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

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

Wolfe, Wilson, & Phillips, Inc.
Zanesville, Ohio
October 6, 2009

**HARRISON TOWNSHIP, PERRY COUNTY
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEARS ENDED DECEMBER 31, 2008 AND 2007
UNAUDITED**

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

Highlights

Key highlights for 2008 and 2007 are as follows:

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

In 2008 and 2007, the Township once again provided chip and seal services to various Township roads.

In 2007, The Township purchased a backhoe from the Perry County Engineer. The Township also purchased Tiger Boom Mower in 2007. The Township sold the old backhoe.

Using the Basic Financial Statements

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

Report Components

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

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

**HARRISON TOWNSHIP, PERRY COUNTY
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEARS ENDED DECEMBER 31, 2008 AND 2007
UNAUDITED**

Basis of Accounting

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

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

Reporting the Government as a Whole

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

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

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

Reporting the Government's Most Significant Funds

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

HARRISON TOWNSHIP, PERRY COUNTY
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEARS ENDED DECEMBER 31, 2008 AND 2007
UNAUDITED

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

The Government as a Whole

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

Table 1
NET ASSETS

| | <u>Governmental Activities</u> | | |
|------------------|--------------------------------|-------------------|-------------------|
| | <u>2008</u> | <u>2007</u> | <u>2006</u> |
| Assets | | | |
| Cash | \$ 156,975 | \$ 117,333 | \$ 136,134 |
| Total Assets | <u>\$ 156,975</u> | <u>\$ 117,333</u> | <u>\$ 136,134</u> |
| Net Assets | | | |
| Restricted for: | | | |
| Other Purposes | \$ 84,220 | \$ 67,963 | \$ 100,446 |
| Unrestricted | 72,755 | 49,370 | 35,688 |
| Total Net Assets | <u>\$ 156,975</u> | <u>\$ 117,333</u> | <u>\$ 136,134</u> |

**HARRISON TOWNSHIP, PERRY COUNTY
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEARS ENDED DECEMBER 31, 2008 AND 2007
UNAUDITED**

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

Table 2
CHANGES IN NET ASSETS

| | Governmental Activities | | |
|---|-------------------------|-------------------|-------------------|
| | 2008 | 2007 | 2006 |
| Receipts: | | | |
| Program Receipts: | | | |
| Charges for Services | \$ 35,709 | \$ 22,609 | \$ 9,200 |
| Operating Grants | 98,065 | 103,024 | 91,422 |
| Capital Grants | - | 15,000 | - |
| Total Program Receipts | <u>133,774</u> | <u>140,633</u> | <u>100,622</u> |
| General Receipts; | | | |
| Property and Other Tax | 150,246 | 156,662 | 138,530 |
| Grants and Entitlements not Restricted | 71,813 | 67,897 | 42,368 |
| Interest | 312 | 271 | 422 |
| Miscellaneous | 10,570 | 43,205 | 17,675 |
| Total General Receipts | <u>232,941</u> | <u>268,035</u> | <u>198,995</u> |
| Total Receipts | <u>366,715</u> | <u>408,668</u> | <u>299,617</u> |
| Disbursements: | | | |
| General Government | 58,047 | 51,237 | 160,423 |
| Public Safety | 93,779 | 104,866 | 2,340 |
| Public Works | 105,556 | 160,886 | 126,777 |
| Health | 69,691 | 71,072 | 12,560 |
| Other | - | 39,408 | - |
| Total Disbursements | <u>327,073</u> | <u>427,469</u> | <u>302,100</u> |
| Increase/(Decrease) In Net Assets | 39,642 | (18,801) | (2,483) |
| Net Assets, January 1 | 117,333 | 136,134 | 138,617 |
| Net Assets, December 31 | <u>\$ 156,975</u> | <u>\$ 117,333</u> | <u>\$ 136,134</u> |

Program receipts represent 36%, 34% and 34% of total receipts for 2008, 2007 and 2006, respectively. They are primarily comprised of restricted intergovernmental receipts such as motor vehicle license and gas tax money.

General receipts represent 64%, 66% and 66% of the Township's total receipts for 2008, 2007 and 2006, respectively. Local taxes represent 64%, 58% and 70% of the general receipts. Grants and entitlements make up the balance of general receipts. Other receipts are insignificant and somewhat unpredictable receipt sources.

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

**HARRISON TOWNSHIP, PERRY COUNTY
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEARS ENDED DECEMBER 31, 2008 AND 2007
UNAUDITED**

Governmental Activities

If you look at the Statement of Activities, you will see that the first column lists the major services provided by Harrison Township. The next column identifies the costs of providing these services. The major program disbursements for governmental activities are Public Safety and Public Works, which account for 29%, and 32% in 2008 and 25% and 38% in 2007 of all governmental disbursements. The next three columns of the Statement entitled Program Receipts identify amounts paid by people who are directly charged for the service and grants received by the Township that must be used to provide a specific service. This "net cost" amount represents the cost of the service, which ends up being paid from money provided by local taxpayers. These net costs are paid from the general receipts, which are presented at the bottom of the Statement. A comparison between the total cost of service and the net cost for 2008 and 2007 is presented in Table 3.

TABLE 3

| | Total Cost of Services 2008 | Net Cost of Services 2008 | Total Cost of Services 2007 | Net Cost of Services 2007 |
|--------------------|-----------------------------------|---------------------------------|-----------------------------------|---------------------------------|
| General Government | \$ 58,047 | \$ 39,838 | \$ 51,237 | \$ 42,303 |
| Public Safety | 93,779 | 93,779 | 104,866 | 104,866 |
| Public Works | 105,556 | 7,491 | 160,886 | 57,862 |
| Health | 69,691 | 52,191 | 71,072 | 57,397 |
| Other | - | - | 39,408 | 24,408 |
| Total Expenses | <u>\$ 327,073</u> | <u>\$ 193,299</u> | <u>\$ 427,469</u> | <u>\$ 286,836</u> |

The dependence upon property tax is apparent as over 46% and 37% for 2008 and 2007 of governmental activities are supported through these general receipts.

The Government's Funds

Total governmental funds had receipts of \$366,715 and \$408,668 for 2008 and 2007 and disbursements of \$327,073 and \$427,469 for 2008 and 2007, respectively.

**HARRISON TOWNSHIP, PERRY COUNTY
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEARS ENDED DECEMBER 31, 2008 AND 2007
UNAUDITED**

Fund Budgeting Highlights

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

During 2008 and 2007, the Township made amendments to its appropriation budget and receipts budget to reflect changing circumstances. For 2008 and 2007 actual receipts were greater than budgeted receipts.

Final budgeted disbursements for 2008 and 2007 were \$0 and \$0, respectively. Actual disbursements for 2008 and 2007 were \$58,047 and \$51,237, respectively.

Capital Assets and Debt Administration

Capital Assets

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

Debt

The Township had no outstanding debt as of December 31, 2008.

Contacting the Government's Financial Management

This financial report is designed to provide our citizens, taxpayers, investors, and creditors with a general overview of the Township's finances and to reflect the Township's accountability for the monies it receives. Questions concerning any of the information in this report or requests for additional information should be directed to Khristine Dorsey, Fiscal Officer, 309 Elizabeth Street, Crooksville, Ohio 43731.

**HARRISON TOWNSHIP
PERRY COUNTY**

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

| | <u>Governmental Activities</u> |
|--|------------------------------------|
| ASSETS: | |
| Equity in Pooled Cash and Cash Equivalents | <u>\$ 156,975</u> |
| Total Assets | <u>\$ 156,975</u> |
| NET ASSETS: | |
| Restricted for: | |
| Other Purposes | \$ 84,220 |
| Unrestricted | <u>72,755</u> |
| Total Net Assets | <u><u>\$ 156,975</u></u> |

See notes to basic financial statements.

**HARRISON TOWNSHIP
PERRY COUNTY**

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

| | Cash Disbursements | Charges for Services and Sales | Operating Grants and Contributions | Capital Grants and Contributions | Net (Disbursements) Receipts and Changes in Net Assets |
|--------------------------------------|-------------------------------|---|---|---|---|
| Governmental Activities: | | | | | |
| General Government | \$ 58,047 | \$ 18,209 | \$ - | \$ - | \$ (39,838) |
| Public Safety | 93,779 | - | - | - | (93,779) |
| Public Works | 105,556 | - | 98,065 | - | (7,491) |
| Health | 69,691 | 17,500 | - | - | (52,191) |
| Total Governmental Activities | \$ 327,073 | \$ 35,709 | \$ 98,065 | \$ - | \$ (193,299) |

General Receipts:

| | |
|-------------------------------------|-------------------|
| Property Taxes Levied for: | |
| General Purposes | \$ 150,246 |
| Grants and Entitlements not | |
| Restricted to Specific Programs | 71,813 |
| Interest | 312 |
| Miscellaneous | 10,570 |
| Total General Receipts | 232,941 |
| Change in Net Assets | 39,642 |
| Net Assets Beginning of Year | 117,333 |
| Net Assets End of Year | \$ 156,975 |

See notes to the basic financial statements.

HARRISON TOWNSHIP
PERRY COUNTY

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

| | <u>General</u> | <u>Gasoline Tax</u> | <u>Fire Fund</u> | <u>EMS Fund</u> | <u>Joint Cemetery Fund</u> | <u>Other Governmental Funds</u> | <u>Total Governmental Funds</u> |
|--|------------------|-------------------------|----------------------|---------------------|------------------------------------|---|---|
| ASSETS: | | | | | | | |
| Equity in Pooled Cash and cash Equivalents | \$ 72,755 | \$ 51,485 | \$ - | \$ - | \$ - | \$ 32,735 | \$ 156,975 |
| Total Assets | <u>\$ 72,755</u> | <u>\$ 51,485</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 32,735</u> | <u>\$ 156,975</u> |
| Fund Balances: | | | | | | | |
| Unreserved: | | | | | | | |
| General Fund | \$ 72,755 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 72,755 |
| Special Revenue Fund | - | 51,485 | - | - | - | 32,735 | 84,220 |
| Total Fund Balances | <u>\$ 72,755</u> | <u>\$ 51,485</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 32,735</u> | <u>\$ 156,975</u> |

See notes to basic financial statements.

**HARRISON TOWNSHIP
PERRY COUNTY**

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

| | <u>General</u> | <u>Gasoline Tax</u> | <u>Fire Fund</u> | <u>EMS Fund</u> | <u>Joint Cemetery Fund</u> | <u>Other Governmental Funds</u> | <u>Total Governmental Funds</u> |
|--|------------------|-------------------------|----------------------|---------------------|------------------------------------|---|---|
| CASH RECEIPTS | | | | | | | |
| Property and Other Local Taxes | \$ 17,828 | \$ - | \$ 45,743 | \$ 26,068 | \$ 38,446 | \$ 22,161 | \$ 150,246 |
| Charges for Services | - | - | - | - | - | 5,200 | 5,200 |
| Licenses, Permits and Fees | 18,209 | - | - | - | - | 11,300 | 29,509 |
| Intergovernmental | 35,083 | 85,200 | 14,225 | 7,743 | 10,847 | 17,645 | 170,743 |
| Interest | 312 | 120 | - | - | - | 15 | 447 |
| Other | 10,000 | 138 | - | - | - | 432 | 10,570 |
| Total Receipts | <u>81,432</u> | <u>85,458</u> | <u>59,968</u> | <u>33,811</u> | <u>49,293</u> | <u>56,753</u> | <u>366,715</u> |
| CASH DISBURSEMENTS: | | | | | | | |
| Current: | | | | | | | |
| General Government | 58,047 | - | - | - | - | - | 58,047 |
| Public Safety | - | - | 59,968 | 33,811 | - | - | 93,779 |
| Public Works | - | 62,019 | - | - | - | 43,537 | 105,556 |
| Health | - | - | - | - | 49,293 | 20,398 | 69,691 |
| Total Disbursements | <u>58,047</u> | <u>62,019</u> | <u>59,968</u> | <u>33,811</u> | <u>49,293</u> | <u>63,935</u> | <u>327,073</u> |
| Excess of Receipts Over/(Under) Disbursements | 23,385 | 23,439 | - | - | - | (7,182) | 39,642 |
| Cash Fund Balances Beginning of Year | <u>49,370</u> | <u>28,046</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>39,917</u> | <u>117,333</u> |
| Cash Fund Balances End of Year | <u>\$ 72,755</u> | <u>\$ 51,485</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 32,735</u> | <u>\$ 156,975</u> |

See notes to basic financial statements.

**HARRISON TOWNSHIP
PERRY COUNTY**

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

| | <u>Budgeted Amounts</u> | | <u>Actual</u> | <u>Variance with Final Budget Positive (Negative)</u> |
|---|-------------------------|------------------|------------------|---|
| | <u>Original</u> | <u>Final</u> | | |
| CASH RECEIPTS | | | | |
| Property and Other Local Taxes | \$ - | \$ - | \$ 17,828 | \$ 17,828 |
| Charges for Services | - | - | 18,209 | 18,209 |
| Intergovernmental | - | - | 35,083 | 35,083 |
| Interest | - | - | 312 | 312 |
| Other | - | - | 10,000 | 10,000 |
| Total Receipts | <u>-</u> | <u>-</u> | <u>81,432</u> | <u>81,432</u> |
| CASH DISBURSEMENTS: | | | | |
| Current: | | | | |
| General Government | - | - | 58,047 | (58,047) |
| Total Disbursements | <u>-</u> | <u>-</u> | <u>58,047</u> | <u>(58,047)</u> |
| Net Change in Cash Fund Balance | - | - | 23,385 | 23,385 |
| Cash Fund Balances Beginning of Year | <u>49,370</u> | <u>49,370</u> | <u>49,370</u> | <u>-</u> |
| Cash Fund Balances End of Year | <u>\$ 49,370</u> | <u>\$ 49,370</u> | <u>\$ 72,755</u> | <u>\$ 23,385</u> |

See notes to basic financial statements.

**HARRISON TOWNSHIP
PERRY COUNTY**

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

| | <u>Budgeted Amounts</u> | | <u>Actual</u> | Variance with Final Budget Positive (Negative) |
|--|-------------------------|------------------|------------------|---|
| | <u>Original</u> | <u>Final</u> | | <u>(Negative)</u> |
| CASH RECEIPTS | | | | |
| Intergovernmental | \$ - | \$ - | \$ 85,200 | \$ 85,200 |
| Interest | - | - | 120 | 120 |
| Other | - | - | 138 | 138 |
| Total Receipts | <u>-</u> | <u>-</u> | <u>85,458</u> | <u>85,458</u> |
| CASH DISBURSEMENTS: | | | | |
| Current: | | | | |
| Public Works | - | - | 62,019 | (62,019) |
| Total Disbursements | <u>-</u> | <u>-</u> | <u>62,019</u> | <u>(62,019)</u> |
| Excess of Receipts Over (Under) Disbursements | - | - | 23,439 | 23,439 |
| Cash Fund Balances Beginning of Year | <u>28,046</u> | <u>28,046</u> | <u>28,046</u> | <u>-</u> |
| Cash Fund Balances End of Year | <u>\$ 28,046</u> | <u>\$ 28,046</u> | <u>\$ 51,485</u> | <u>\$ 23,439</u> |

See notes to basic financial statements.

**HARRISON TOWNSHIP
PERRY COUNTY**

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

| | <u>Budgeted Amounts</u> | | <u>Actual</u> | <u>Variance with Final Budget Positive (Negative)</u> |
|--|-------------------------|--------------|---------------|---|
| | <u>Original</u> | <u>Final</u> | | |
| CASH RECEIPTS | | | | |
| Property and Other Local Taxes | \$ - | \$ - | \$ 45,743 | \$ 45,743 |
| Intergovernmental | - | - | 14,225 | 14,225 |
| Total Receipts | <u>-</u> | <u>-</u> | <u>59,968</u> | <u>59,968</u> |
| CASH DISBURSEMENTS: | | | | |
| Current: | | | | |
| Public Safety | - | - | 59,968 | (59,968) |
| Total Disbursements | <u>-</u> | <u>-</u> | <u>59,968</u> | <u>(59,968)</u> |
| Excess of Receipts Over (Under) Disbursements | - | - | - | - |
| Cash Fund Balances Beginning of Year | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Cash Fund Balances End of Year | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

See notes to basic financial statements.

**HARRISON TOWNSHIP
PERRY COUNTY**

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

| | <u>Budgeted Amounts</u> | | <u>Actual</u> | <u>Variance with Final Budget Positive (Negative)</u> |
|--|-------------------------|--------------|---------------|---|
| | <u>Original</u> | <u>Final</u> | | |
| CASH RECEIPTS | | | | |
| Property and Other Local Taxes | \$ - | \$ - | \$ 26,068 | \$ 26,068 |
| Intergovernmental | - | - | 7,743 | 7,743 |
| Total Receipts | <u>-</u> | <u>-</u> | <u>33,811</u> | <u>33,811</u> |
| CASH DISBURSEMENTS: | | | | |
| Current: | | | | |
| Public Safety | - | - | 33,811 | (33,811) |
| Total Disbursements | <u>-</u> | <u>-</u> | <u>33,811</u> | <u>(33,811)</u> |
| Excess of Receipts Over (Under) Disbursements | - | - | - | - |
| Cash Fund Balances Beginning of Year | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Cash Fund Balances End of Year | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

See notes to basic financial statements.

**HARRISON TOWNSHIP
PERRY COUNTY**

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

| | <u>Budgeted Amounts</u> | | <u>Actual</u> | <u>Variance with Final Budget Positive (Negative)</u> |
|--|-------------------------|--------------|---------------|---|
| | <u>Original</u> | <u>Final</u> | | |
| CASH RECEIPTS | | | | |
| Property and Other Local Taxes | \$ - | \$ - | \$ 38,446 | \$ 38,446 |
| Intergovernmental | - | - | 10,847 | 10,847 |
| Total Receipts | <u>-</u> | <u>-</u> | <u>49,293</u> | <u>49,293</u> |
| CASH DISBURSEMENTS: | | | | |
| Current: | | | | |
| Health | - | - | 49,293 | (49,293) |
| Total Disbursements | <u>-</u> | <u>-</u> | <u>49,293</u> | <u>(49,293)</u> |
| Excess of Receipts Over (Under) Disbursements | - | - | - | - |
| Cash Fund Balances Beginning of Year | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Cash Fund Balances End of Year | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

See notes to basic financial statements.

**HARRISON TOWNSHIP
PERRY COUNTY**

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

| | <u>Governmental Activities</u> |
|--|------------------------------------|
| ASSETS: | |
| Equity in Pooled Cash and Cash Equivalents | <u>\$ 117,333</u> |
| Total Assets | <u>\$ 117,333</u> |
| NET ASSETS: | |
| Restricted for: | |
| Other Purposes | \$ 67,963 |
| Unrestricted | <u>49,370</u> |
| Total Net Assets | <u><u>\$ 117,333</u></u> |

See notes to basic financial statements.

**HARRISON TOWNSHIP
PERRY COUNTY**

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

| | <u>Cash Disbursements</u> | <u>Charges for Services and Sales</u> | <u>Operating Grants and Contributions</u> | <u>Capital Grants and Contributions</u> | <u>Net (Disbursements) Receipts and Changes in Net Assets</u> |
|--------------------------------------|-------------------------------|---|---|---|---|
| Governmental Activities: | | | | | |
| General Government | \$ 51,237 | \$ 8,934 | \$ - | \$ - | \$ (42,303) |
| Public Safety | 104,866 | - | - | - | (104,866) |
| Public Works | 160,886 | - | 103,024 | - | (57,862) |
| Health | 71,072 | 13,675 | - | - | (57,397) |
| Other | 39,408 | - | - | 15,000 | (24,408) |
| Total Governmental Activities | <u>\$ 427,469</u> | <u>\$ 22,609</u> | <u>\$ 103,024</u> | <u>\$ 15,000</u> | <u>\$ (286,836)</u> |

General Receipts:

| | |
|--|-------------------|
| Property Taxes Levied for: | |
| General Purposes | \$ 156,662 |
| Grants and Entitlements not Restricted to Specific Programs | 67,897 |
| Interest | 271 |
| Miscellaneous | 43,205 |
| Total General Receipts | <u>268,035</u> |
| Change in Net Assets | (18,801) |
| Net Assets Beginning of Year | <u>136,134</u> |
| Net Assets End of Year | <u>\$ 117,333</u> |

See notes to the basic financial statements.

HARRISON TOWNSHIP
PERRY COUNTY

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

| | <u>General</u> | <u>Gasoline Tax</u> | <u>Road and Bridge</u> | <u>Fire Fund</u> | <u>Joint Cemetery Fund</u> | <u>Other Governmental Funds</u> | <u>Total Governmental Funds</u> |
|--|------------------|-------------------------|----------------------------|----------------------|------------------------------------|---|---|
| ASSETS: | | | | | | | |
| Equity in Pooled Cash and cash Equivalents | \$ 49,370 | \$ 28,046 | \$ 6,686 | \$ - | \$ - | \$ 33,231 | \$ 117,333 |
| Total Assets | <u>\$ 49,370</u> | <u>\$ 28,046</u> | <u>\$ 6,686</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 33,231</u> | <u>\$ 117,333</u> |
| Fund Balances: | | | | | | | |
| Unreserved: | | | | | | | |
| General Fund | \$ 49,370 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 49,370 |
| Special Revenue Fund | - | 28,046 | 6,686 | - | - | 33,231 | 67,963 |
| Total Fund Balances | <u>\$ 49,370</u> | <u>\$ 28,046</u> | <u>\$ 6,686</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 33,231</u> | <u>\$ 117,333</u> |

See notes to basic financial statements.

**HARRISON TOWNSHIP
PERRY COUNTY**

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

| | <u>General</u> | <u>Gasoline Tax</u> | <u>Road and Bridge</u> | <u>Fire Fund</u> | <u>Joint Cemetery Fund</u> | <u>Other Governmental Funds</u> | <u>Total Governmental Funds</u> |
|--|------------------|-------------------------|----------------------------|----------------------|------------------------------------|---|---|
| CASH RECEIPTS | | | | | | | |
| Property and Other Local Taxes | \$ 19,233 | \$ - | \$ 23,307 | \$ 47,682 | \$ 39,402 | \$ 27,038 | \$ 156,662 |
| Charges for Services | - | - | - | - | - | 11,075 | 11,075 |
| Licenses, Permits and Fees | 8,934 | - | - | 13,724 | 8,613 | 2,600 | 33,871 |
| Intergovernmental | 32,725 | 94,600 | 5,239 | - | - | 15,932 | 148,496 |
| Interest | 271 | 67 | - | - | - | 21 | 359 |
| Other | 3,756 | 13,176 | 13,136 | - | - | 28,137 | 58,205 |
| Total Receipts | <u>64,919</u> | <u>107,843</u> | <u>41,682</u> | <u>61,406</u> | <u>48,015</u> | <u>84,803</u> | <u>408,668</u> |
| CASH DISBURSEMENTS: | | | | | | | |
| Current: | | | | | | | |
| General Government | 51,237 | - | - | - | - | - | 51,237 |
| Public Safety | - | - | - | 67,290 | - | 37,576 | 104,866 |
| Public Works | - | 107,978 | 35,256 | - | - | 17,652 | 160,886 |
| Health | - | - | - | - | 50,550 | 20,522 | 71,072 |
| Other | - | - | - | - | - | 39,408 | 39,408 |
| Total Disbursements | <u>51,237</u> | <u>107,978</u> | <u>35,256</u> | <u>67,290</u> | <u>50,550</u> | <u>115,158</u> | <u>427,469</u> |
| Excess of Receipts Over/(Under) Disbursements | 13,682 | (135) | 6,426 | (5,884) | (2,535) | (30,355) | (18,801) |
| Cash Fund Balances Beginning of Year | <u>35,688</u> | <u>28,181</u> | <u>260</u> | <u>5,884</u> | <u>2,535</u> | <u>63,586</u> | <u>136,134</u> |
| Cash Fund Balances End of Year | <u>\$ 49,370</u> | <u>\$ 28,046</u> | <u>\$ 6,686</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 33,231</u> | <u>\$ 117,333</u> |

See notes to basic financial statements.

**HARRISON TOWNSHIP
PERRY COUNTY**

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

| | <u>Budgeted Amounts</u> | | <u>Actual</u> | <u>Variance with Final Budget Positive (Negative)</u> |
|---|-------------------------|------------------|------------------|---|
| | <u>Original</u> | <u>Final</u> | | |
| CASH RECEIPTS | | | | |
| Property and Other Local Taxes | \$ - | \$ - | \$ 19,233 | \$ 19,233 |
| Charges for Services | - | - | 8,934 | 8,934 |
| Intergovernmental | - | - | 32,725 | 32,725 |
| Interest | - | - | 271 | 271 |
| Other | - | - | 3,756 | 3,756 |
| Total Receipts | <u>-</u> | <u>-</u> | <u>64,919</u> | <u>64,919</u> |
| CASH DISBURSEMENTS: | | | | |
| Current: | | | | |
| General Government | - | - | 51,237 | (51,237) |
| Total Disbursements | <u>-</u> | <u>-</u> | <u>51,237</u> | <u>(51,237)</u> |
| Net Change in Cash Fund Balance | - | - | 13,682 | 13,682 |
| Cash Fund Balances Beginning of Year | <u>35,688</u> | <u>35,688</u> | <u>35,688</u> | <u>-</u> |
| Cash Fund Balances End of Year | <u>\$ 35,688</u> | <u>\$ 35,688</u> | <u>\$ 49,370</u> | <u>\$ 13,682</u> |

See notes to basic financial statements.

**HARRISON TOWNSHIP
PERRY COUNTY**

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

| | <u>Budgeted Amounts</u> | | <u>Actual</u> | Variance with Final Budget Positive (Negative) |
|--|-------------------------|------------------|------------------|---|
| | <u>Original</u> | <u>Final</u> | | <u>(Negative)</u> |
| CASH RECEIPTS | | | | |
| Intergovernmental | \$ - | \$ - | \$ 94,600 | \$ 94,600 |
| Interest | - | - | 67 | 67 |
| Other | - | - | 13,176 | 13,176 |
| Total Receipts | <u>-</u> | <u>-</u> | <u>107,843</u> | <u>107,843</u> |
| CASH DISBURSEMENTS: | | | | |
| Current: | | | | |
| Public Works | - | - | 107,978 | (107,978) |
| Total Disbursements | <u>-</u> | <u>-</u> | <u>107,978</u> | <u>(107,978)</u> |
| Excess of Receipts Over (Under) Disbursements | - | - | (135) | (135) |
| Cash Fund Balances Beginning of Year | <u>28,181</u> | <u>28,181</u> | <u>28,181</u> | <u>-</u> |
| Cash Fund Balances End of Year | <u>\$ 28,181</u> | <u>\$ 28,181</u> | <u>\$ 28,046</u> | <u>\$ (135)</u> |

See notes to basic financial statements.

**HARRISON TOWNSHIP
PERRY COUNTY**

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

| | <u>Budgeted Amounts</u> | | <u>Actual</u> | Variance with Final Budget Positive (Negative) |
|--|-------------------------|----------------------|------------------------|---|
| | <u>Original</u> | <u>Final</u> | | <u>(Negative)</u> |
| CASH RECEIPTS | | | | |
| Property and Other Local Taxes | \$ - | \$ - | \$ 23,307 | \$ 23,307 |
| Intergovernmental | - | - | 5,239 | 5,239 |
| Other | - | - | 13,136 | 13,136 |
| Total Receipts | <u>-</u> | <u>-</u> | <u>41,682</u> | <u>41,682</u> |
| CASH DISBURSEMENTS: | | | | |
| Current: | | | | |
| Public Works | - | - | 35,256 | (35,256) |
| Total Disbursements | <u>-</u> | <u>-</u> | <u>35,256</u> | <u>(35,256)</u> |
| Excess of Receipts Over (Under) Disbursements | - | - | 6,426 | 6,426 |
| Cash Fund Balances Beginning of Year | <u>260</u> | <u>260</u> | <u>260</u> | <u>-</u> |
| Cash Fund Balances End of Year | <u><u>\$ 260</u></u> | <u><u>\$ 260</u></u> | <u><u>\$ 6,686</u></u> | <u><u>\$ 6,426</u></u> |

See notes to basic financial statements.

**HARRISON TOWNSHIP
PERRY COUNTY**

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

| | <u>Budgeted Amounts</u> | | <u>Actual</u> | <u>Variance with Final Budget Positive (Negative)</u> |
|--|-------------------------|-----------------|---------------|---|
| | <u>Original</u> | <u>Final</u> | | |
| CASH RECEIPTS | | | | |
| Property and Other Local Taxes | \$ - | \$ - | \$ 47,682 | \$ 47,682 |
| Intergovernmental | - | - | 13,724 | 13,724 |
| Total Receipts | <u>-</u> | <u>-</u> | <u>61,406</u> | <u>61,406</u> |
| CASH DISBURSEMENTS: | | | | |
| Current: | | | | |
| Public Safety | - | - | 67,290 | (67,290) |
| Total Disbursements | <u>-</u> | <u>-</u> | <u>67,290</u> | <u>(67,290)</u> |
| Excess of Receipts Over (Under) Disbursements | - | - | (5,884) | (5,884) |
| Cash Fund Balances Beginning of Year | <u>5,884</u> | <u>5,884</u> | <u>5,884</u> | <u>-</u> |
| Cash Fund Balances End of Year | <u>\$ 5,884</u> | <u>\$ 5,884</u> | <u>\$ -</u> | <u>\$ (5,884)</u> |

See notes to basic financial statements.

**HARRISON TOWNSHIP
PERRY COUNTY**

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

| | <u>Budgeted Amounts</u> | | <u>Actual</u> | Variance with Final Budget Positive (Negative) |
|--|-------------------------|-----------------|---------------|---|
| | <u>Original</u> | <u>Final</u> | | <u>Actual</u> |
| CASH RECEIPTS | | | | |
| Property and Other Local Taxes | \$ - | \$ - | \$ 39,402 | \$ 39,402 |
| Intergovernmental | - | - | 8,613 | 8,613 |
| Total Receipts | <u>-</u> | <u>-</u> | <u>48,015</u> | <u>48,015</u> |
| CASH DISBURSEMENTS: | | | | |
| Current: | | | | |
| Health | - | - | 50,550 | (50,550) |
| Total Disbursements | <u>-</u> | <u>-</u> | <u>50,550</u> | <u>(50,550)</u> |
| Excess of Receipts Over (Under) Disbursements | - | - | (2,535) | (2,535) |
| Cash Fund Balances Beginning of Year | <u>2,535</u> | <u>2,535</u> | <u>2,535</u> | <u>-</u> |
| Cash Fund Balances End of Year | <u>\$ 2,535</u> | <u>\$ 2,535</u> | <u>\$ -</u> | <u>\$ (2,535)</u> |

See notes to basic financial statements.

**HARRISON TOWNSHIP
PERRY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

1. DESCRIPTION OF THE REPORTING ENTITY

Reporting Entity

The Township of Harrison, Perry County, is a body politic and corporate established to exercise the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. The Township is directed by a publicly-elected three member Board of Trustees and a publicly elected Fiscal Officer.

The reporting entity is comprised of the primary government, component units and other organizations that were included to ensure that the financial statements are not misleading.

Primary Government

The primary government consists of all funds, departments, boards and agencies that are not legally separate from the Township. The Township provides general government services, road and bridge maintenance, cemetery maintenance and contracts with the Village of Roseville and the Village of Crooksville to provide fire protection services and emergency medical services. Police protection is provided by the Perry County Sheriff's Department.

Component Units

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

Harrison Township has no component units.

Joint Ventures, Jointly Governed Organizations and Public Entity Risk Pools

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

The Township participates in a public entity risk pool. Note 5 to the financial statements provide additional information for this entity. This organization is: Public Entity Risk Pool: Ohio Township Association Risk Management Authority (OTARMA). OTARMA provides property, casualty and liability coverage.

**HARRISON TOWNSHIP
PERRY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

1. DESCRIPTION OF THE REPORTING ENTITY (CONTINUED)

Joint Ventures, Jointly Governed Organizations and Public Entity Risk Pools (Continued)

The Township is also affiliated with the Harrison Township Union Cemetery. The Board of Trustees of the Union Cemetery is appointed by the Village of Crooksville and Harrison Township. Taxes levied by Harrison Township for cemetery maintenance are collected by Perry County, and distributed to the Township, which then distributes the proceeds to the Union Cemetery. The Union Cemetery is a legally separate entity that prepares and files its own financial statements. The financial activity of the Union Cemetery is not included in the accompanying financial statements. Independent audits of the Union Cemetery are performed by the Auditor of State.

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

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

Basis of Presentation

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

Government-Wide Financial Statements

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

**HARRISON TOWNSHIP
PERRY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

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

Fund Financial Statements

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

Fund Accounting

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

Governmental Funds

The Township classifies funds financed primarily from taxes, intergovernmental receipts (e.g. grants), and other non-exchange transactions as governmental funds. The Township's major governmental funds for 2008 are the General Fund, Gasoline Tax Fund, Fire Fund, EMS Fund and Joint Cemetery Fund. The Township's major governmental funds for 2007 are the General Fund, Gasoline Tax Fund, Road and Bridge Fund, Fire Fund and Joint Cemetery Fund. The General Fund is used to account for all financial resources, except those required to be accounted for in another fund. The General Fund balance is available to the Township for any purpose provided it is expended or transferred according to the general laws of Ohio. The Gasoline Tax Fund is used for the maintenance and upkeep of roads. The Road and Bridge Fund is used for the maintenance and upkeep of roads. The Fire Fund receives property tax monies to be used to provide fire protection services for the Township residents. The EMS Fund receives property tax monies to be used to provide emergency medical services for the Township residents. The Joint Cemetery Fund receives property tax monies to be used to maintain the Union Cemetery. The other governmental funds of the Township account for grants and other resources whose use is restricted to a particular purpose.

**HARRISON TOWNSHIP
PERRY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basis of Accounting

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

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

Budgetary Process

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

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

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

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

**HARRISON TOWNSHIP
PERRY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Cash and Investments

To improve cash management, cash received by the Township is pooled and invested. Individual fund integrity is maintained through Township records. Each fund's interest in the pool is presented as "Equity in Pooled Cash and Cash Equivalents".

Investments of the cash management pool and investments with an original maturity of three months or less at the time of purchase are presented on the financial statements as cash equivalents. Investments with an initial maturity of more than three months that were not purchased from the pool are reported as investments. Investments are reported as 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 negative receipts (contra revenue), respectively.

During 2008 and 2007, the Township invested in STAR Ohio. STAR Ohio is an investment pool, managed by the State Treasurer's Office, which allows governments within the State to pool their funds for investment purposes. STAR Ohio is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in STAR Ohio are valued at STAR Ohio's share price, which is the price the investment could be sold for on December 31, 2008.

Interest earnings are allocated to Township funds according to State statutes, grant requirements, or debt related restrictions. In 2008 and 2007, interest credited to the General Fund was \$312 and \$271, respectively.

Restricted Assets

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

Inventory and Prepaid Items

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

Employer Contributions to Cost-Sharing Pension Plans

The Township recognizes the disbursement for their employer contributions to cost-sharing pension plans when they are paid. As described in Note 6, the employer contributions include portions for pension benefits and for postretirement health care benefits.

Long-Term Obligations

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

**HARRISON TOWNSHIP
PERRY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Net Assets

Net assets are reported as restricted when there are limitations imposed on their use either through enabling legislation or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. Net assets restricted for other purposes include gasoline tax receipts used for the upkeep of Township roads and bridges, real estate tax used for fire protection and cemetery operations, permissive tax used for upkeep of roads.

Capital Assets

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

Fund Balance Reserve

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

Accumulated Leave

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

Interfund Transactions

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

3. BUDGETARY BASIS OF ACCOUNTING

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

**HARRISON TOWNSHIP
PERRY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

4. DEPOSITS

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

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

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

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

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

1. United States Treasury bills, bonds, notes, or any other obligation or security issued by the United States Treasury, or any other obligation guaranteed as to principal and interest by the United States;
2. Bonds, notes, debentures, or any other obligation or security issued by any federal government agency or instrumentality including but not limited to, the Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, Government National Mortgage Association, and Student Loan Marketing Association. All federal agency securities shall be direct issuance of federal government agencies or instrumentalities;
3. Written repurchase agreements in the securities listed above provided the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least 2 percent and be marked to market daily, and the term of the agreement must not exceed thirty days;
4. Bonds and other obligation of the State of Ohio or Ohio local governments;
5. Time certificates of deposit or savings or deposit accounts including, but not limited to, passbook accounts;
6. No-load money market mutual funds consisting exclusively of obligation described in division (1) or (2) and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions;
7. The State Treasurer's investment pool (STAR Ohio).

**HARRISON TOWNSHIP
PERRY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

4. DEPOSITS (Continued)

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

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

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

Deposits:

Custodial credit risk is the risk that in the event of bank failure, the Township will not be able to recover deposits or collateral securities that are the possession of an outside party. At year ended December 31, 2008, none of the Township's bank balance of \$192,196 was exposed to custodial credit risk. At year ended December 31, 2007, \$60,882 of the Township's bank balance of \$160,882 was exposed to custodial credit risk because those deposits were uninsured and collateralized with securities held by the pledging financial institution's trust department or agent, but not in the Township's name.

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

5. 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. 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 that exceed the members' deductibles.

**HARRISON TOWNSHIP
PERRY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

5. RISK MANAGEMENT (Continued)

Casualty Coverage

For an occurrence prior to January 1, 2006, OTARMA retains casualty risks up to \$250,000 per occurrence, including claim adjustment expenses. OTARMA pays a percentage of its contributions to APEEP. APEEP reinsures claims exceeding \$250,000, up to \$1,750,000 per claim and \$10,000,000 in the aggregate per year. For an occurrence on or subsequent to January 1, 2006, the Pool retains casualty risk up to \$350,000 per occurrence, including loss adjustment expenses. Claims exceeding \$350,000 are reinsured with APEEP in an amount not to exceed \$2,650,000 for each claim and \$10,000,000 in the aggregate per year. Governments can elect up to \$10,000,000 in additional coverage with the General Reinsurance Corporation, through contracts with OTARMA.

Property Coverage

Through 2004, OTARMA retained property risks, including automobile physical damage, up to \$100,000 on any specific loss in any one occurrence. The Travelers Indemnity Company reinsured losses exceeding \$100,000 up to \$500 million per occurrence.

Beginning in 2005, The Travelers Indemnity Company reinsures specific losses exceeding \$250,000 up to \$600 million per occurrence. This amount was increased to \$300,000 for 2007. APEEP reinsures members for specific losses exceeding \$100,000 up to \$300,000 per occurrence, subject to an annual aggregate loss payment. Travelers provides aggregate stop-loss coverage based upon the combined members total insurable value. If the stop-loss is reached by payment of losses between \$100,000 and \$300,000, Travelers will reinsure specific losses exceeding \$100,000 up to their \$600 million per occurrence limit. The aggregate stop-loss limit for 2007 was \$2,014,548.

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

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

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, 2007 and 2006, the latest information available.

| | <u>2007</u> | <u>2006</u> |
|-------------------|----------------------|----------------------|
| Assets | \$ 43,210,703 | \$ 42,042,275 |
| Liabilities | (13,357,837) | (12,120,661) |
| Retained Earnings | <u>\$ 29,852,866</u> | <u>\$ 29,921,614</u> |

At December 31, 2007 and 2006, respectively, liabilities noted above include approximately \$12.5 million and \$11.3 million of estimated incurred claims payable. The assets and retained earnings above also include approximately \$11.6 million and \$10.8 million of unpaid claims to be billed to approximately 950 member governments in the future, as of December 31, 2007 and 2006, respectively. These amounts will be included in future contributions from members when the related claims are due for payment. The Township's share of these unpaid claims collectible in future years is approximately \$6,428. This payable includes the subsequent year's contribution due if the Township terminates participation, as described in the last paragraph.

**HARRISON TOWNSHIP
PERRY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

5. RISK MANAGEMENT (Continued)

Based on discussion 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. The Townships contributions to OTARMA for the past three years are as follows:

| <u>Contributions to OTARMA</u> | | |
|--------------------------------|----|-------|
| 2008 | \$ | 3,214 |
| 2007 | \$ | 3,154 |
| 2006 | \$ | 3,702 |

After completing one year of membership, members may withdraw on each anniversary of the date they joined OTARMA provided they give written notice to OTARMA 60 days in advance of the anniversary date. Upon withdrawal, members are eligible for a full or partial refund of their capital contributions, minus the subsequent year's budgetary 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.

The Township pays the State Workers' Compensation System a premium based on a rate per \$100 of salaries. This rate is calculated based on accident history and administrative costs. The System administers and pays all claims.

6. DEFINED BENEFIT PENSION PLAN

Ohio Public Employees Retirement System

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

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

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

**HARRISON TOWNSHIP
PERRY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

6. DEFINED BENEFIT PENSION PLAN (Continued)

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

The Township's required contributions for pension obligations to the traditional and combined plans for the years ended December 31, 2008, 2007, and 2006 were \$11,078, \$10,785, and \$9,734, respectively. The full amount has been contributed for 2008, 2007 and 2006. Contributions to the member-directed plan for 2008 were \$11,078 made by the Township and \$7,912 made by the plan members.

Post Employment Benefits

Ohio Public Employees Retirement System

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

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

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

The number of active contributing participants in the traditional and combined plans was 363,503. Actual employer contributions for 2008 and 2007 which were used to fund postemployment benefits were \$4,748 and \$4,283, respectively. The actual contribution and the actuarially required contribution amounts are the same. OPERS's net assets available for payment of benefits at December 31, 2007, (the latest information available) were \$12.8 billion. The actuarially accrued liability and the unfunded actuarial accrued liability were \$29.8 billion and \$17.0 billion, respectively.

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

**HARRISON TOWNSHIP
PERRY COUNTY**

NOTES TO THE FINANCIAL STATEMENTS

7. PROPERTY TAXES

Property taxes include amounts levied against all real property, public utility property, and tangible personal property located in the Township. Real property tax receipts received in 2008 represent the collection of 2007 taxes. Real property taxes received in 2008 were levied after October 1, 2007, on the assessed values as of January 1, 2007, the lien date. Assessed values for real property taxes are established by State statute at 35 percent of appraised market value. Real property taxes are payable annually or semiannually. If paid annually, payment is due December 31; if paid semiannually, the first payment is due December 31, with the remainder payable by June 20. Under certain circumstance, State statute permits alternate payment dates to be established.

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

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

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

The full tax rate for all Township operations for the year ended December 31, 2008, was \$8.70 per \$1,000 of assessed value. The assessed values of real property, public utility property, and tangible personal property upon which 2008 property tax receipts were based are as follows:

| | |
|-------------------------------|----------------------|
| Real Property | |
| Residential | \$ 14,296,050 |
| Agriculture | 2,821,570 |
| Commercial/Industrial/Mineral | 1,281,000 |
| Public Utility Property | |
| Real | 47,860 |
| Personal | 2,861,980 |
| Tangible Personal Property | - |
| Total Assessed Value | <u>\$ 21,308,460</u> |

8. COMPLIANCE AND ACCOUNTABILITY

Contrary to ORC Section 5705.36, the Township did not obtain certificates of estimated resources from the Perry County Auditor for 2008 and 2007.

Contrary to Ohio Revised Code Section 5705.38, the legislative authority of the Township did not formally approve or file appropriations for 2008 and 2007.

Contrary to Ohio Revised Code Section 5705.41 (B), all funds had expenditures exceeding appropriations in 2008 and 2007.

Contrary to Ohio Revised Code Section 5705.41(D), in 2008 and 2007 the Township had fiscal certificates that were dated after invoices.

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

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

Harrison Township
Perry County
309 Elizabeth Street
Crooksville, Ohio 43731

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Cambridge Township, Guernsey County, Ohio, as of and for the years ended December 31, 2008 and 2007, and have issued our report thereon dated October 6, 2009, wherein we noted the Township followed the cash basis of accounting, a comprehensive basis other than accounting principles generally accepted in the United States of America. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

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

Our consideration of internal control was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control that we consider to be significant deficiencies and that we consider to be material weaknesses.

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

Finding numbers 2008-001 to 2008-004 in the Schedule of Findings are considered to be significant deficiencies.

A material weakness is a significant deficiency, or combination of significant deficiencies resulting in more than a remote likelihood that a material misstatement of the financial statements will not be prevented by the Township's internal control. We believe that Findings 2008-001 to 2008-003 are material weaknesses.

We also noted other matters involving internal control over financial reporting, which we have reported to the management of Harrison Township in a separate letter dated October 6, 2009.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Harrison Township's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed four instances of noncompliance or other matters that are required to be reported under *Government Auditing Standard* and which are described in the accompanying schedule of findings and responses as items 2008-001 to 2008-004. We also we noted certain immaterial instances of noncompliance that we have reported to the management of Harrison Township in a separate letter dated October 6, 2009.

Harrison Township's responses to the findings identified in our audit are described in the accompanying schedule of findings and responses. We did not audit Harrison Township's response and, accordingly, we express no opinion on it.

This report is intended for the information of the Township's management, fiscal officer, and Auditor of State, and is not intended to be and should not be used by anyone other than these specified parties.

Wolfe, Wilson, & Phillips, Inc.
Zanesville, Ohio
October 6, 2009

**HARRISON TOWNSHIP
PERRY COUNTY**

**SCHEDULE OF FINDINGS
DECEMBER 31, 2008**

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

FINDING NUMBER 2008-001

Noncompliance Citation/Significant Deficiency/Material Weakness

Ohio Revised Code Section 5705.36 states that on or about the first day of each fiscal year, the fiscal officers of subdivisions and other taxing units are to certify to the county auditor the total amount from all sources available for expenditures from each fund in the tax budget along with any unencumbered balances existing at the end of the preceding year.

There was no evidence presented for audit to indicate that the Fiscal Officer certified the amount available for expenditures with the County Auditor for 2008 or 2007.

We recommend the Fiscal Officer certify to the County Auditor the total amount from all sources available for expenditures from each fund in the tax budget along with any unencumbered balances from the preceding year. This should be done on or about the first day of the year.

Client Response: We agree with finding and will try to improve in the future.

FINDING NUMBER 2008-002

Noncompliance Citation/Significant Deficiency/Material Weakness

Ohio Revised Code Section 5705.38 states that on or about the first day of each fiscal year, an appropriation measure is to be passed. No appropriation measure shall become effective until the County Auditor files with the appropriating authority a certificate that total appropriations from each fund, taken together with all other outstanding appropriations, do not exceed such official certificate.

There was no evidence presented for audit to indicate that an annual appropriation measure was approved by the Township Trustees or submitted to the County Auditor for 2008 or 2007. It appears that a temporary appropriation measure was passed in January 2008 and 2007 for each year, but an annual appropriation measure was not passed.

We recommend the Township Trustees approve, and state in the minutes as evidenced of approval, an appropriation measure on or about the first of the year. This appropriation measure should be submitted to the County Auditor by the same date.

Client Response: We agree with finding and will try to improve in the future.

**HARRISON TOWNSHIP
PERRY COUNTY**

**SCHEDULE OF FINDINGS
DECEMBER 31, 2008**

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

FINDING NUMBER 2008-003

Noncompliance Citation/Significant Deficiency/Material Weakness

Ohio Revised Code Section 5705.41(B) states that no subdivision or taxing unit shall expend any money unless it has been properly appropriated.

All expenditures made during 2008 and 2007 were made without properly being appropriated. This amounted to \$327,073 and \$427,469, respectively, being expended each year without any budgetary expenditure amount being passed to restrict expenditures.

We recommend the Township Trustees approve, and state in the minutes as evidence of approval, an appropriation measure on or about the first day of the year. This appropriation measure should be submitted to the County Auditor by the same date. The Fiscal Officer should deny any payment that would cause expenditures to exceed appropriations.

Client Response: We agree with finding and will try to improve in the future.

FINDING NUMBER 2008-004

Noncompliance Citation/Significant Deficiency

Ohio Revised Code Section 5705.41(D) states in part that no subdivision shall make any contract or give any order involving the expenditure of money unless there is attached thereto a certificate of Fiscal Officer of the subdivision. The Fiscal Officer must certify that the amount required to meet such a commitment has been lawfully appropriated and is in the treasury or in the process of collection to the credit of an appropriate fund free from any previous encumbrance.

Prior certification was not obtained for 17.4% in 2008 and 11.5% in 2007 of the expenditures tested.

The Fiscal Officer should certify funds before each payment is made through the issuance of a regular, blanket, or super blanket purchase order. Blanket certificates should be issued for a certain sum of money not in excess of an amount established by resolution or ordinance adopted by a majority of the members of council against any specific line item account over a period not running beyond the end of the current fiscal year. A super blanket purchase order can be completed for any amount for expenditures and contracts from a specific line item appropriation account in a specified fund for most recurring or reasonable predictable operating expenditures. This is not to extend beyond the current year. More than one super blanket may be outstanding at one particular time for a particular line item appropriation account.

Also, as an alternative, the Township can issue then and now certificates for expenses up to \$3,000. Then and now certificates allow the Fiscal Officer to certify that both at the time the expenditure was made and at the time that the certification is completed, sufficient funds are available. These certificates can be certified by the Fiscal Officer without subsequent authorization from the Council. However, then and now certificates issued by the Fiscal Officer over \$3,000, must be authorized by the Council within thirty days after payment.

Client Response: We agree with finding and will try to improve in the future.

**HARRISON TOWNSHIP
PERRY COUNTY**

**SCHEDULE OF PRIOR AUDIT FINDINGS
December 31, 2008**

| Finding Number | Finding Summary | Fully Corrected | Not Corrected, Partially Corrected Significantly Different Corrective Action Taken; or Finding No Longer Valid; Explain: |
|----------------|--|-----------------|--|
| 2006-01 | ORC 5705.38 - Passing Annual Appropriation Measure | No | Not Corrected - Refer to Finding 2008-001 |
| 2006-02 | ORC 5705.41(B) - Expenditures Exceed Appropriations | No | Not Corrected - Refer to Finding 2008-002 |
| 2006-03 | ORC 5705.41(D) - Expenditures Made Without Prior Certification | No | Not Corrected - Refer to Finding 2008-003 |



Mary Taylor, CPA
Auditor of State

HARRISON 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
DECEMBER 8, 2009**