



Dave Yost • Auditor of State



PLAIN TOWNSHIP  
STARK COUNTY

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# Dave Yost • Auditor of State

## INDEPENDENT ACCOUNTANTS' REPORT

Plain Township  
Stark County  
2600 Easton Street N.E.  
Canton, Ohio 44721

To the Board of Trustees:

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Plain Township, Stark County, Ohio (the Township), as of and for the year ended December 31, 2009, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Township's management. Our responsibility is to express opinions on these financial statements based on our audit.

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

As discussed in Note 2, the accompanying financial statements and notes follow the cash accounting basis. 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 cash financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Plain Township, Stark County, Ohio, as of December 31, 2009, and the respective changes in cash financial position, and the respective budgetary comparison for the General Fund, Road and Bridge Fund, Police District Fund, Fire District Fund, and Road District Fund thereof for the year then ended in conformity with the basis of accounting Note 2 describes.

In accordance with *Government Auditing Standards*, we have also issued our report dated November 15, 2011, on our consideration of the Township's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. While we did not opine on the internal control over financial reporting or on compliance, that report describes the scope of our testing of internal control over financial reporting and compliance, and the results of that testing. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*. You should read it in conjunction with this report in assessing the results of our audit.

Accounting principles generally accepted in the United States of America require this presentation to include *Management's discussion and analysis, required and budgetary comparison schedules* as listed in the table of contents, to supplement the basic financial statements. Although this information is not part of the basic financial statements, the Governmental Accounting Standards Board considers it essential for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any other assurance.

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

**Dave Yost**  
Auditor of State

November 15, 2011

Plain Township  
Stark County

Management's Discussion and Analysis  
For the Year Ended December 31, 2009

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This discussion and analysis of the Plain Township's financial performance provides an overall review of the Township's financial activities for the year ended December 31, 2009, within the limitations of the Township's cash basis accounting. Readers should also review the basic financial statements and notes to enhance their understanding of the Township's financial performance.

**Highlights**

Key highlights for 2009 are as follows:

Net assets of governmental activities increased \$433,419 or six percent mainly due an increase in operating grants and contribution receipts.

The Township's general receipts are primarily property taxes and intergovernmental receipts. These receipts represent 73 percent of the total cash received for governmental activities during the year. Property tax receipts for 2009 decreased by \$262,205 from 2008 due to decreased property tax collections. The development within the Township has been stagnated and property values have fallen.

In 2008 the Township passed Resolution #08-150 increasing cable franchise agreements from 3% to 5% that became effective for cable providers in 2009.

**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 the statement of activities provide information about the cash activities of the Township as a whole.

Fund financial statements provide a greater level of detail. Funds are created and maintained on the financial records of the Township as a way to segregate money whose use is restricted to a particular specified purpose. These statements present financial information by fund, presenting funds with the largest balances or most activity in separate columns.

The notes to the 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.

**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 its financial statements 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.

Plain Township  
Stark County

Management's Discussion and Analysis  
For the Year Ended December 31, 2009

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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 related 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 Township as a Whole**

The statement of net assets and the statement of activities reflect how the Township did financially during 2009, within the limitations of cash basis accounting. The statement of net assets presents 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 program's goods or services and grants and contributions restricted to meeting the operational or capital requirements of a particular program. General 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 such as the Township's property tax base, the reliance on non-local financial resources for operations and the need for continued growth in the major local revenue sources such as property taxes.

In the statement of net assets and the statement of activities, the Township consists of one type of activity:

**Governmental activities.** The Township's basic services are reported here, including police, fire, streets and parks. State and federal grants and property taxes finance most of these activities. Benefits provided through governmental activities are basically paid for by the people receiving them.

**Reporting the Township'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. The funds of the Township are split into three categories: governmental, proprietary and fiduciary.

Governmental Funds - Most 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 are the General Fund, Road and Bridge, Police District, Fire District, Road District, Capital Equipment Fire District Building and Capital Equipment Fire

Plain Township  
Stark County

Management's Discussion and Analysis  
For the Year Ended December 31, 2009

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District Aerial Ladder. The programs reported in governmental funds are closely related to those reported in the governmental activities section of the entity-wide statements. We describe this relationship in reconciliations presented with the governmental fund financial statements.

Proprietary Funds – When the Township charges customers for the services it provides, these services are generally reported in proprietary funds. When the services are provided to the general public, the activity is reported as an enterprise fund. The Township has no enterprise funds. When the services are provided to other departments of the Township, the service is reported as an internal service fund. The Township has one internal service fund to account for employee health-care claims.

Fiduciary Funds - Fiduciary funds are used to account for resources held for the benefit of parties outside the Township. Fiduciary funds are not reflected on the government-wide financial statements because the resources of these funds are not available to support the Township's programs.

**The Township as a Whole**

Table 1 provides a summary of the Township's net assets for 2009 compared to 2008 on a cash basis:  
(Table 1)

**Net Assets**

	Governmental Activities	
	2009	2008
<b>Assets</b>		
Cash and Cash Equivalents	\$7,588,988	\$7,155,569
Total Assets	<u>\$7,588,988</u>	<u>\$7,155,569</u>
<b>Net Assets</b>		
Restricted for:		
Capital Projects	\$2,782,481	\$2,975,000
Other Purposes	3,352,054	2,587,334
Unrestricted	<u>1,454,453</u>	<u>1,593,235</u>
Total Net Assets	<u>\$7,588,988</u>	<u>\$7,155,569</u>

As mentioned previously, net assets of governmental activities increased \$433,419 or six percent during 2009. This was due to an increase in estate tax money and franchise fees received. Additionally, the Township had paid off its debt in 2008; therefore, no debt payments were required in 2009. Most employees did not have salary increases except in a few instances.

Plain Township  
Stark County

Management's Discussion and Analysis  
For the Year Ended December 31, 2009

Table 2 reflects the changes in net assets in 2009 and 2008.

**Changes in Net Assets**

	Governmental Activities	
	2009	2008
Receipts:		
Program Receipts:		
Charges for Services and Sales	\$576,573	\$621,159
Operating Grants and Contributions	1,974,369	1,917,467
Total Program Receipts	<u>2,550,942</u>	<u>2,538,626</u>
General Receipts:		
Property and Other Local Taxes	7,531,842	7,794,047
Cable Franchise Fees	352,033	129,290
Grants and Entitlements Not Restricted	904,334	950,937
Interest	81,184	293,011
Miscellaneous	67,535	315,466
Total General Receipts	<u>8,936,928</u>	<u>9,482,751</u>
Total Receipts	<u>11,487,870</u>	<u>12,021,377</u>
Disbursements:		
General Government	1,275,721	1,226,959
Public Health Services	229,742	209,642
Public Works	2,810,929	3,630,728
Public Safety	5,852,932	6,116,504
Conservation/Recreation	297,121	328,861
Capital Outlay	588,006	264,416
Debt Service:		
Principal Retirement		800,000
Interest and Fiscal Charges		16,921
Total Disbursements	<u>11,054,451</u>	<u>12,594,031</u>
Total Receipts Over Disbursements	433,419	(572,654)
Net Assets, January 1	<u>7,155,569</u>	<u>7,728,223</u>
Net Assets, December 31	<u>\$7,588,988</u>	<u>\$7,155,569</u>

Program receipts represent 22 percent of total receipts during 2009 and 21 percent of total receipts during 2008. Program receipts are primarily comprised of restricted intergovernmental receipts such as motor vehicle license and gas tax money, building permits and inspection fees and charges for services.

General receipts represent 78 percent in 2009 and 79 percent in 2008 of the Township's total receipts, and of this amount, over 84 percent in 2009 and 82 percent in 2008 are local taxes. Cable franchise fees, grants and entitlements not restricted, interest and miscellaneous income make up the balance of the Township's general receipts. Other receipts are very insignificant and somewhat unpredictable revenue sources.

General government disbursements for the Township represent the overhead costs of running the Township and the support services provided for the other Township activities. These include the costs of the Board, and the Fiscal Officer's department, as well as internal services such as payroll and purchasing. Since these costs do not represent direct services to residents, we try to limit these costs to 25 percent of General Fund unrestricted receipts.

Plain Township  
Stark County

Management's Discussion and Analysis  
For the Year Ended December 31, 2009

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Public Safety is the cost of police and fire protection; Public Health Services is the health department; Conservation and Recreation are the costs of maintaining the parks and playing fields; and Public Works is the cost of maintaining the roads.

**Governmental Activities**

If you look at the Statement of Activities, you will see that the first column lists the major services provided by the Township. The next column identifies the costs of providing these services. The major program disbursements for governmental activities are for Public Works and Public Safety, which account for 25 and 53 percent of all governmental disbursements, respectively, for 2009. The next two 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. The net Receipt (Disbursement) column compares the program receipts to the cost of the 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 services and the net cost is presented in Table 3.

(Table 3)

**Governmental Activities**

	Total Cost of Services 2009	Net Cost of Services 2009	Total Cost of Services 2008	Net Cost of Services 2008
General Government	\$1,275,721	(\$918,890)	\$1,226,959	(\$505,051)
Public Health Services	229,742	(229,742)	209,642	(209,642)
Conservation and Recreation	297,121	(73,612)	328,861	(73,260)
Public Safety	5,852,932	(4,753,154)	6,116,504	(4,822,713)
Public Works	2,810,929	(1,940,105)	3,630,728	(3,363,402)
Capital Outlay	588,006	(588,006)	264,416	(264,416)
Principal Retirement			800,000	(800,000)
Interest and Fiscal Charges			16,921	(16,921)
<b>Total Expenses</b>	<b>\$11,054,451</b>	<b>(\$8,503,509)</b>	<b>\$12,594,031</b>	<b>(\$10,055,405)</b>

The dependence upon general receipts (and property taxes in particular) is apparent as over 76.9 percent in 2009 and 79.8 percent in 2008 of governmental activities are supported through these general receipts.

Plain Township  
Stark County

Management's Discussion and Analysis  
For the Year Ended December 31, 2009

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Fees from programs at the Diamond Community Complex generate income to support this facility and its programs. The programs include rental of the building and fields for soccer and other sports activities. A community room within the building is provided to the community at no charge on a first come basis for Township residents and a small fee for others. A concession stand is opened during the hours the facility is available for events and has been operating very successfully.

Through the Fire Department, Plain Township provides ambulance and emergency medical services to the residents of Plain Township at no charge. Fees are assessed to others who use these services. Billing is done through Ohio Billing, Inc. of Bolivar, Ohio with collection of unpaid invoices being submitted to Pellini & Associates, LTD of North Canton, Ohio.

**The Township's Funds**

Total governmental funds had receipts of \$11,487,871 and disbursements of \$10,933,972. The greatest changes within governmental funds occurred within the Police District and Fire District Funds. The General Fund paid one month's police service because of shortage of funds in the Police District Fund at the time.

**General 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, disbursements, and encumbrances.

In 2009, Plain Township amended its budget several times to reflect changing circumstances. The difference between final budgeted receipts and actual receipts was not significant.

Final General Fund disbursements in 2009 were budgeted at \$3,174,817 while actual disbursements were \$1,791,323. This difference is mainly in unspent capital outlay appropriations.

**Capital Assets and Debt Administration**

**Capital Assets**

The Township does not currently keep track of its capital assets and infrastructure.

**Debt**

The Township did not have any outstanding debt in 2009.

**Current Issues**

The challenge for all Townships is to provide quality services to the public while staying within the restrictions imposed by limited, and in some cases shrinking funding. We rely heavily on local taxes and have very little industry to support the tax base. Plain Township actively invests its funds, applies for grants and searches for other types of revenue to support its programs.

Plain Township publishes a newsletter for its citizens on a quarterly basis highlighting programs available by the Township. It also provides safety and other informative information to its residents.

Plain Township  
Stark County

Management's Discussion and Analysis  
For the Year Ended December 31, 2009

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In 2009 Plain Township celebrated its 200<sup>th</sup> anniversary celebration hosting different community events each month of the year. Donations from area businesses helped to underwrite this cost.

**Contacting the Township'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 Claude W. Shriver II, Fiscal Officer, Plain Township, 2600 Easton Street NE, Canton, Ohio 44721.

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**Plain Township**  
**Stark County**  
*Statement of Net Assets - Cash Basis*  
*December 31, 2009*

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	<u>Governmental Activities</u>
<b>Assets</b>	
Equity in Pooled Cash and Cash Equivalents	<u>\$7,588,988</u>
<i>Total Assets</i>	<u><u>\$7,588,988</u></u>
<b>Net Assets</b>	
Restricted for:	
Capital Projects	\$2,782,481
Other Purposes	3,352,054
Unrestricted	<u>1,454,453</u>
<i>Total Net Assets</i>	<u><u>\$7,588,988</u></u>

See accompanying notes to the basic financial statements

**Plain Township**  
**Stark County**  
*Statement of Activities - Cash Basis*  
*For the Year Ended December 31, 2009*

	Program Cash Receipts			Net (Disbursements) Receipts and Changes in Net Assets
	Cash Disbursements	Charges for Services and Sales	Operating Grants and Contributions	Governmental Activities
<b>Governmental Activities</b>				
General Government	\$1,275,721	\$88,224	\$268,607	(\$918,890)
Public Safety	5,852,932	244,241	855,537	(4,753,154)
Public Works	2,810,929	20,599	850,225	(1,940,105)
Health	229,742			(229,742)
Conservation-Recreation	297,121	223,509		(73,612)
Capital Outlay	588,006			(588,006)
<i>Total Governmental Activities</i>	<u>\$11,054,451</u>	<u>\$576,573</u>	<u>\$1,974,369</u>	(8,503,509)
		<b>General Receipts</b>		
		Property Taxes Levied for		
		General Purposes		7,531,842
		Cable Franchise Fees		352,033
		Grants and Entitlements not Restricted to Specific Programs		904,334
		Interest		81,184
		Miscellaneous		67,535
		<i>Total General Receipts</i>		<u>8,936,928</u>
		Change in Net Assets		433,419
		<i>Net Assets Beginning of Year</i>		<u>7,155,569</u>
		<i>Net Assets End of Year</i>		<u>\$7,588,988</u>

See accompanying notes to the basic financial statements

**Plain Township**  
**Stark County**  
*Statement of Fund Net Assets - Cash Basis*  
*Governmental Funds*  
*December 31, 2009*

	General	Road and Bridge Fund	Police District	Fire District	Road District Fund	Capital Equipment Fire Building	Capital Equipment Aerial Ladder	Other Governmental Funds	Total Governmental Funds
<b>Assets</b>									
Equity in Pooled Cash and Cash Equivalents	\$1,454,453	\$197,360	\$113,685	\$2,150,777	\$127,459	\$1,250,000	\$1,000,000	\$1,223,759	\$7,517,493
<i>Total Assets</i>	<u>\$1,454,453</u>	<u>\$197,360</u>	<u>\$113,685</u>	<u>\$2,150,777</u>	<u>\$127,459</u>	<u>\$1,250,000</u>	<u>\$1,000,000</u>	<u>\$1,223,759</u>	<u>\$7,517,493</u>
<b>Fund Balances</b>									
Reserved:									
Reserved for Encumbrances	\$57,114	\$802		\$10,252	\$200		\$998,599	\$44,105	\$1,111,072
Unreserved:									
Undesignated (Deficit), Reported in:									
General Fund	1,397,339								1,397,339
Special Revenue Funds		196,558	\$113,685	2,140,525	127,259			656,143	3,234,170
Capital Projects Funds						\$1,250,000	1,401	523,511	1,774,912
<i>Total Fund Balances</i>	<u>\$1,454,453</u>	<u>\$197,360</u>	<u>\$113,685</u>	<u>\$2,150,777</u>	<u>\$127,459</u>	<u>\$1,250,000</u>	<u>\$1,000,000</u>	<u>\$1,223,759</u>	<u>\$7,517,493</u>

See accompanying notes to the basic financial statements

**Plain Township**  
**Stark County**  
*Reconciliation of Total Governmental*  
*Fund Balances to Net Assets of Governmental Activities - Cash Basis*  
*December 31, 2009*

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<b>Total Governmental Funds</b>	<b>\$7,517,493</b>
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***Amounts reported for governmental activities in the  
statement of net assets are different because***

Governmental activities' net assets include the internal service fund's cash and cash equivalents. The proprietary fund's statements include these assets.

71,495

*Net Assets of Governmental Activities*

\$7,588,988

See accompanying notes to the basic financial statements

**Plain Township**  
**Stark County**  
*Statement of Cash Receipts,*  
*Disbursements and Changes in Cash Basis Fund Balances*  
*Governmental Funds*  
*For the Year Ended December 31, 2009*

	General	Road and Bridge Fund	Police District	Fire District	Road District	Capital Equipment Fire Building	Capital Equipment Aerial Ladder	Other Governmental Funds	Total Governmental Funds
<b>Receipts</b>									
Property and Other Local Taxes	\$295,006	\$1,240,839	\$1,245,527	\$4,000,178	\$969,428				\$7,750,978
Charges for Services		14,332						\$190,417	204,749
Licenses, Permits and Fees	369,892			700				211,957	582,549
Fines and Forfeitures	31,034								31,034
Intergovernmental	907,062	203,218	196,683	654,487	161,922			485,088	2,608,460
Special Assessments	23,096							59,391	82,487
Interest	80,547							637	81,184
Other	80,765	2,050	7,653	6,140				49,822	146,430
<i>Total Receipts</i>	<u>1,787,402</u>	<u>1,460,439</u>	<u>1,449,863</u>	<u>4,661,505</u>	<u>1,131,350</u>	<u>\$0</u>	<u>\$0</u>	<u>997,312</u>	<u>11,487,871</u>
<b>Disbursements</b>									
Current:									
General Government	1,121,017							34,225	1,155,242
Public Safety	124,889		1,317,155	4,243,466				167,422	5,852,932
Public Works	156,751	1,379,491			1,046,676			228,011	2,810,929
Health	229,742								229,742
Conservation-Recreation	63,640							233,481	297,121
Capital Outlay	38,170	52,384	25,000	36,052	22,675			413,725	588,006
<i>Total Disbursements</i>	<u>1,734,209</u>	<u>1,431,875</u>	<u>1,342,155</u>	<u>4,279,518</u>	<u>1,069,351</u>	<u>0</u>	<u>0</u>	<u>1,076,864</u>	<u>10,933,972</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	53,193	28,564	107,708	381,987	61,999	0	0	(79,552)	553,899
<i>Fund Balances Beginning of Year</i>	<u>1,401,260</u>	<u>168,796</u>	<u>5,977</u>	<u>1,768,790</u>	<u>65,460</u>	<u>1,250,000</u>	<u>1,000,000</u>	<u>1,303,311</u>	<u>6,963,594</u>
<i>Fund Balances End of Year</i>	<u>\$1,454,453</u>	<u>\$197,360</u>	<u>\$113,685</u>	<u>\$2,150,777</u>	<u>\$127,459</u>	<u>\$1,250,000</u>	<u>\$1,000,000</u>	<u>\$1,223,759</u>	<u>\$7,517,493</u>

See accompanying notes to the basic financial statements

**Plain Township**  
**Stark County**  
*Reconciliation of the Statement of Cash Receipts,  
Disbursements, and Changes in Cash Fund Balances  
of Governmental Funds to the Statement of  
Activities - Cash Basis  
For the Year Ended December 31, 2009*

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<b>Net Change in Fund Balances - Total Governmental Funds</b>	\$553,899
 <b><i>Amounts reported for governmental activities in the statement of activities are different because</i></b>	
Internal service funds charge insurance costs to other funds. The entity-wide statements eliminate governmental fund expenditures and related internal service fund charges. Governmental activities report allocated net internal service fund receipts (disbursements).	<u>(120,480)</u>
<i>Change in Net Assets of Governmental Activities</i>	<u><u>\$433,419</u></u>

See accompanying notes to the basic financial statements

**Plain Township  
Stark County**

*Statement of Receipts, Disbursements and Changes  
In Fund Balance - Budget and Actual - Budget Basis*

*General Fund*

*For the Year Ended December 31, 2009*

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>Receipts</b>				
Property and Other Local Taxes	\$341,653	\$520,676	\$770,291	\$249,615
Licenses, Permits and Fees	17,550	17,550	17,859	309
Fines and Forfeitures	30,000	30,000	31,034	1,034
Intergovernmental	532,347	484,756	431,777	(52,979)
Special Assessments			23,096	23,096
Cable Franchise Fees	130,000	482,000	352,033	(129,967)
Gifts and Contributions			28,882	28,882
Interest	200,000	200,000	80,547	(119,453)
Other	38,575	38,575	51,883	13,308
<i>Total Receipts</i>	<u>1,290,125</u>	<u>1,773,557</u>	<u>1,787,402</u>	<u>13,845</u>
<b>Disbursements</b>				
Current:				
General Government	1,220,919	1,292,750	1,178,132	114,618
Public Safety	127,063	127,160	124,889	2,271
Public Works	71,700	46,700	156,751	(110,051)
Health	233,003	244,605	229,742	14,863
Conservation-Recreation	99,975	162,235	63,640	98,595
Capital Outlay	905,254	1,301,367	38,170	1,263,197
<i>Total Disbursements</i>	<u>2,657,914</u>	<u>3,174,817</u>	<u>1,791,323</u>	<u>1,383,494</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	(1,367,789)	(1,401,260)	(3,921)	1,397,339
<i>Fund Balance Beginning of Year</i>	1,367,790	1,367,790	1,367,790	0
Prior Year Encumbrances Appropriated	<u>33,470</u>	<u>33,470</u>	<u>33,470</u>	<u>0</u>
<i>Fund Balance End of Year</i>	<u>\$33,471</u>	<u>\$0</u>	<u>\$1,397,339</u>	<u>\$1,397,339</u>

See accompanying notes to the basic financial statements

**Plain Township  
Stark County**

*Statement of Receipts, Disbursements and Changes  
In Fund Balance - Budget and Actual - Budget Basis  
Road & Bridge Fund  
For the Year Ended December 31, 2009*

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>Receipts</b>				
Property and Other Local Taxes	\$1,245,000	\$1,245,000	\$1,240,839	(\$4,161)
Charges for Services		5,850	14,332	8,482
Intergovernmental	208,595	208,595	203,218	(5,377)
Other			2,050	2,050
<i>Total Receipts</i>	<u>1,453,595</u>	<u>1,459,445</u>	<u>1,460,439</u>	<u>994</u>
<b>Disbursements</b>				
Current:				
Public Works	1,540,479	1,550,894	1,380,293	170,601
Capital Outlay	<u>78,147</u>	<u>77,347</u>	<u>52,384</u>	<u>24,963</u>
<i>Total Disbursements</i>	<u>1,618,626</u>	<u>1,628,241</u>	<u>1,432,677</u>	<u>195,564</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	(165,031)	(168,796)	27,762	196,558
<i>Fund Balance Beginning of Year</i>	165,031	165,031	165,031	0
Prior Year Encumbrances Appropriated	<u>3,765</u>	<u>3,765</u>	<u>3,765</u>	<u>0</u>
<i>Fund Balance End of Year</i>	<u>\$3,765</u>	<u>\$0</u>	<u>\$196,558</u>	<u>\$196,558</u>

See accompanying notes to the basic financial statements

**Plain Township**  
**Stark County**  
*Statement of Receipts, Disbursements and Changes*  
*In Fund Balance - Budget and Actual - Budget Basis*  
*Police District Fund*  
*For the Year Ended December 31, 2009*

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>Receipts</b>				
Property and Other Local Taxes	\$1,231,920	\$1,246,065	\$1,245,527	(\$538)
Intergovernmental	203,798	203,798	196,683	(7,115)
Other			7,653	7,653
<i>Total Receipts</i>	<u>1,435,718</u>	<u>1,449,863</u>	<u>1,449,863</u>	<u>0</u>
<b>Disbursements</b>				
Current:				
Public Safety	1,416,695	1,430,840	1,317,155	113,685
Capital Outlay	25,000	25,000	25,000	0
<i>Total Disbursements</i>	<u>1,441,695</u>	<u>1,455,840</u>	<u>1,342,155</u>	<u>113,685</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	(5,977)	(5,977)	107,708	113,685
<i>Fund Balance Beginning of Year</i>	<u>5,977</u>	<u>5,977</u>	<u>5,977</u>	<u>0</u>
<i>Fund Balance End of Year</i>	<u>\$0</u>	<u>\$0</u>	<u>\$113,685</u>	<u>\$113,685</u>

See accompanying notes to the basic financial statements

**Plain Township**  
**Stark County**  
*Statement of Receipts, Disbursements and Changes*  
*In Fund Balance - Budget and Actual - Budget Basis*  
*Fire District Fund*  
*For the Year Ended December 31, 2009*

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>Receipts</b>				
Property and Other Local Taxes	\$3,973,962	\$3,981,583	\$4,000,178	\$18,595
Licenses, Permits and Fees			700	700
Intergovernmental	677,958	677,958	654,487	(23,471)
Other			6,140	6,140
<i>Total Receipts</i>	<u>4,651,920</u>	<u>4,659,541</u>	<u>4,661,505</u>	<u>1,964</u>
<b>Disbursements</b>				
Current:				
Public Safety	4,974,500	5,093,309	4,252,718	840,591
Capital Outlay	1,348,310	1,335,022	37,052	1,297,970
<i>Total Disbursements</i>	<u>6,322,810</u>	<u>6,428,331</u>	<u>4,289,770</u>	<u>2,138,561</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	(1,670,890)	(1,768,790)	371,735	2,140,525
<i>Fund Balance Beginning of Year</i>	1,670,889	1,670,889	1,670,889	0
Prior Year Encumbrances Appropriated	97,901	97,901	97,901	0
<i>Fund Balance End of Year</i>	<u>\$97,900</u>	<u>\$0</u>	<u>\$2,140,525</u>	<u>\$2,140,525</u>

See accompanying notes to the basic financial statements

**Stark County**  
*Statement of Receipts, Disbursements and Changes  
 In Fund Balance - Budget and Actual - Budget Basis  
 Road District Fund  
 For the Year Ended December 31, 2009*

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>Receipts</b>				
Property and Other Local Taxes	\$962,622	\$962,622	\$969,428	\$6,806
Intergovernmental	182,532	182,532	161,922	(20,610)
<i>Total Receipts</i>	1,145,154	1,145,154	1,131,350	(13,804)
<b>Disbursements</b>				
Current:				
Public Works	1,125,222	1,141,114	1,046,876	94,238
Capital Outlay	85,000	69,500	22,675	46,825
<i>Total Disbursements</i>	1,210,222	1,210,614	1,069,551	141,063
<i>Excess of Receipts Over (Under) Disbursements</i>	(65,068)	(65,460)	61,799	127,259
<i>Fund Balance Beginning of Year</i>	65,068	65,068	65,068	0
Prior Year Encumbrances Appropriated	392	392	392	0
<i>Fund Balance End of Year</i>	\$392	\$0	\$127,259	\$127,259

See accompanying notes to the basic financial statements

**Plain Township**  
**Stark County**  
*Statement of Fund Net Assets - Cash Basis*  
*Internal Service Fund*  
*December 31, 2009*

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	<u>Governmental</u> <u>Activity</u> <u>Internal Service</u>
<b>Assets</b>	
Equity in Pooled Cash and Cash Equivalents	<u>\$71,495</u>
<i>Total Assets</i>	<u><u>\$71,495</u></u>
<b>Net Assets</b>	
Unrestricted	<u>\$71,495</u>
<i>Total Net Assets</i>	<u><u>\$71,495</u></u>

See accompanying notes to the basic financial statements

**Plain Township**  
**Stark County**  
*Statement of Cash Receipts,*  
*Disbursements and Changes in Fund Net Assets - Cash Basis*  
*Internal Service Fund*  
*For the Year Ended December 31, 2009*

	Governmental Activities
	Internal Service
<b>Operating Receipts</b>	
Charges for Services	\$855,134
Other	39,454
	894,588
<i>Total Operating Receipts</i>	<i>894,588</i>
<b>Operating Disbursements</b>	
Claims and Administrative Fees	1,015,068
	(120,480)
<i>Operating Loss</i>	<i>(120,480)</i>
<i>Net Assets Beginning of Year</i>	<i>191,975</i>
<i>Net Assets End of Year</i>	<i>\$71,495</i>

See accompanying notes to the basic financial statements

**Plain Township**  
**Stark County**  
*Statement of Fiduciary Net Assets - Cash Basis*  
*Fiduciary Fund*  
*December 31, 2009*

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	<u>Agency</u>
<b>Assets</b>	
Equity in Pooled Cash and Cash Equivalents	<u>\$23,538</u>
<i>Total Assets</i>	<u><u>\$23,538</u></u>
<b>Net Assets</b>	
Unrestricted	<u><u>\$23,538</u></u>

See accompanying notes to the basic financial statements

**Plain Township  
Stark County**  
Notes to the Financial Statements  
For the Year Ended December 31, 2009

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**Note 1 – Reporting Entity**

Plain Township, Stark County, Ohio, (the Township) is a body politic and corporate established in 1809 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. The Township also has an elected Fiscal Officer.

A 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.

**A. 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, maintenance of Township roads and bridges, fire protection, emergency medical services, zoning, several parks and cemetery maintenance. The Township contracts with the Stark County Sheriff for police protection.

**B. 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.

The Township has no component units.

**C. Joint Ventures, Jointly Governed Organizations and Public Entity Risk Pools**

The Township participates in the Ohio Township Association Risk Management Authority (OTARMA), a public entity risk pool for the Township's property and casualty insurance.

Management believes these financial statements present all activities for which the Township is financially accountable.

**Note 2 – Summary of Significant Accounting Policies**

As discussed further in Note 2 C, these financial statements are presented on a cash basis of accounting. The 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 and the fund financial statements for the proprietary funds, 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 conflict with or contradict GASB pronouncements, in which case GASB prevails. The following are the more significant of the Township's accounting policies.

**Plain Township**  
**Stark County**  
Notes to the Financial Statements  
For the Year Ended December 31, 2009

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**Note 2 – Summary of Significant Accounting Policies** (continued)

**A. 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, except for fiduciary funds. The activity of the internal service fund is eliminated to avoid "doubling up" receipts and disbursements. The statements usually distinguish between those activities of the Township that are governmental and those that are considered business-type. Governmental activities generally are financed through taxes, intergovernmental receipts or other nonexchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services. The Township does not have business-type activities.

The statement of net assets presents the cash and investment balances 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 program's 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 certain 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 financial 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 and enterprise fund financial statements is on major funds. Each major fund is presented in a separate column. Nonmajor funds are aggregated and presented in a single column. The internal service funds are presented in a single column on the face of the proprietary fund statements. Fiduciary funds are reported by type.

Proprietary fund statements distinguish operating transactions from nonoperating transactions. Operating receipts generally result from exchange transactions such as charges for services directly relating to the funds' principal services. Operating disbursements include costs of sales and services and administrative costs. The proprietary fund statements report all other receipts and disbursements as nonoperating.

**B. 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 three categories, governmental, proprietary and fiduciary.

**Plain Township  
Stark County**  
Notes to the Financial Statements  
For the Year Ended December 31, 2009

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**Note 2 – Summary of Significant Accounting Policies** (continued)

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 are the General Fund, Road and Bridge Fund, Police District Fund, Fire District Fund, Road District Fund, Capital Equipment Fire District Building Fund and Capital Equipment Fire District Aerial Ladder 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 Township has the following additional major governmental funds:

Road and Bridge Fund - This fund receives non-voted millage and permit fees for constructing, maintaining and repairing of Township roads and bridges.

Fire District Fund – This fund receives voted millage, donations and fees to provide and maintain fire fighting equipment, buildings, sites and services for operation of the Township Fire Department.

Police District Fund – This fund receives millage from voted tax levies to provide security for persons and property located within the Township.

Road District Fund – This fund receives voted millage to provide for constructing, maintaining and repairing of Township roads and bridges.

Capital Equipment Fire District Building Fund – This fund receives transfers from the Fire District Fund for the purpose of acquiring, constructing or improving new buildings and equipment.

Capital Equipment Fire District Aerial Ladder Fund – This fund receives transfers from the Fire District Fund for the purpose of acquiring an Aerial Ladder Truck and related fire equipment.

The other governmental funds of the Township account for grants and other resources whose use is restricted to a particular purpose.

Proprietary Funds

The Township classifies funds financed primarily from user charges for goods or services as proprietary. The Township's proprietary fund is classified as internal service.

Internal Service Fund - Internal service funds account for services provided by one department of the Township to another on a cost-reimbursement basis. The Township's internal service fund accounts for a self-insurance program for employee health, vision, prescription drug and dental benefits.

Fiduciary Funds

Agency funds are purely custodial in nature and are used to hold resources for individuals, organizations or other governments. The Township's agency fund accounts for deposits held as rental deposits and for fire loss proceeds that will be refunded.

C. 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

**Plain Township  
Stark County**  
Notes to the Financial Statements  
For the Year Ended December 31, 2009

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**Note 2 – Summary of Significant Accounting Policies** (continued)

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.

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

**D. Budgetary Process**

All funds, except agency funds, are legally required to be budgeted and appropriated. 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 sets 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 as the original budgeted amounts 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 certificated 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.

**E. Cash and Investments**

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

Investments in certificates of deposit are reported at cost and are presented on the financial statements as cash equivalents.

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, respectively.

During the year 2009, the Township invested in nonnegotiable certificates of deposit, a sweep investment account, and STAR Ohio. The nonnegotiable certificates of deposit are reported at cost. The Township's sweep investment account is recorded at the amount reported by JP Morgan Chase Bank on December 31<sup>st</sup> of each year.

**Plain Township**  
**Stark County**  
Notes to the Financial Statements  
For the Year Ended December 31, 2009

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**Note 2 – Summary of Significant Accounting Policies** (continued)

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, 2009.

Interest earnings are allocated to Township funds according to State statutes, grant requirements, or debt related restrictions. Interest receipts credited to the General Fund during 2009 were \$80,547 which includes \$64,544 assigned from other Township funds.

**F. Restricted Assets**

Cash, cash equivalents and investments 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.

**G. 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.

**H. 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.

**I. Interfund Receivables/Payables**

The Township reports advances-in and advances-out for interfund loans. These items are not reflected as assets and liabilities in the accompanying financial statements.

**J. 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.

**K. Employer Contributions to Cost-Sharing Pension Plans**

The Township recognizes the disbursement for employer contributions to cost-sharing pension plans when they are paid. As described in Notes 7 and 8, the employer contributions include portions for pension benefits and for postretirement health care benefits.

**L. 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.

**Plain Township  
Stark County**  
Notes to the Financial Statements  
For the Year Ended December 31, 2009

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**Note 2 – Summary of Significant Accounting Policies** (continued)

**M. 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. The Township's policy is to first apply restricted resources when an obligation is incurred for purposes for which both restricted and unrestricted net assets are available.

**N. Fund Balance Reserves**

The Township reserves any portion of fund balances which is not available for appropriation or which is legally segregated for a specific future use. Unreserved fund balance indicates that portion of fund balance which is available for appropriation in future periods. Fund balance reserves have been established for encumbrances.

**O. Interfund Transactions**

Exchange transactions between funds are reported as receipts in the seller funds and as disbursements in the purchaser funds. Subsidies 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 disbursements to the funds that initially paid for them are not presented in the financial statements. See Note 11.

**Note 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, Road and Bridge Fund, Police District Fund, Fire District Fund, and Road District Fund are prepared on the budgetary basis to provide a meaningful comparison of actual results with the budget. The differences between the budgetary basis and the cash basis are outstanding year end encumbrances are treated as disbursements (budgetary basis) rather than as a reservation of fund balance (cash basis). The encumbrances outstanding at year end are shown in the following table. There were no outstanding advances at the end of 2009.

<u>Encumbrances</u>	<u>2009</u>
General Fund	\$ 57,114
Road and Bridge Fund	802
Fire District Fund	10,252
Road District Fund	200

**Plain Township**  
**Stark County**  
Notes to the Financial Statements  
For the Year Ended December 31, 2009

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**Note 4 – Deposits and Investments**

Monies held by the Township are classified by State statute 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, in commercial accounts payable or withdrawable on demand, including negotiable order of withdrawal (NOW) accounts, or in money market deposit accounts.

Inactive deposits are public deposits that the Trustees have 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 issuances 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 obligations 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 obligations described in division (1) or (2) and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions;
7. The State Treasurer's investment pool (STAR Ohio).

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

**Plain Township**  
**Stark County**  
Notes to the Financial Statements  
For the Year Ended December 31, 2009

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**Note 4 – Deposits and Investments** (continued)

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 in the possession of an outside party. At year end 2009, \$1,854,141 of the Township's bank balance of \$2,131,980 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 105 percent of the deposits being secured.

Investments

As of December 31, the Township had the following investments:

<u>Investment Type</u>	<u>Carrying Value</u>
Sweep Repurchase Agreement	\$1,879,791
STAR Ohio	<u>3,706,411</u>
Total Investments	<u>\$5,586,202</u>

These investments mature in less than one year.

Interest rate risk arises because the fair value of investments changes as interest rates change. The Township's investment policy addresses interest rate risk by requiring that the Township's investment portfolio be structured so that securities mature to meet cash requirements for ongoing operations and/or long-term debt payments, thereby avoiding that need to sell securities on the open market prior to maturity, and by investing operating funds primarily in short-term investments.

STAR Ohio carries a rating of AAA by Standard and Poor's. The Township's investment policy is limited to requiring compliance with state statutes. Ohio law requires that STAR Ohio maintain the highest rating provided by at least one nationally recognized standard rating service and that the money market fund be rated in the highest category at the time of purchase by at least one nationally recognized standard rating service.

**Plain Township  
Stark County**  
Notes to the Financial Statements  
For the Year Ended December 31, 2009

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**Note 4 – Deposits and Investments** (continued)

For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Township will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Township has no investment policy dealing with investment custodial risk beyond the requirements in ORC 135.14(M)(2) which states, "Payment for investments shall be made only upon the delivery of securities representing such investments to the treasurer, investing authority, or qualified trustee. If the securities transferred are not represented by a certificate, payment shall be made only upon receipt of confirmation of transfer from the custodian by the treasurer, governing board, or qualified trustee."

**Note 5 – Property Taxes**

Property taxes include amounts levied against all real, public utility, and tangible personal (used in business) property located in the Township. Property tax receipts received in 2009 for real and public utility property taxes represents collections of the 2008 taxes.

House Bill No. 66 was signed into law on June 30, 2005. House Bill No. 66 phases out the tax on tangible personal property of general businesses, telephone and telecommunications companies and railroads. The tax on general business and railroad property was eliminated in 2009, and the tax on telephone and telecommunications property will be eliminated by 2011. The tax is phased out by reducing the assessment rate on the property each year. The bill replaces the revenue lost by the Township due to the phasing out of the tax. In 2007-2010, the Township will be fully reimbursed for the lost revenue. In 2011-2017, the reimbursements will be phased out.

2009 real property taxes are levied after October 1, 2009 on the assessed values as of January 1, 2009, the lien date. Assessed values for real property taxes are established by State statute at 35 percent of appraised market value. 2009 real property taxes are collected in and intended to finance 2010.

Real property taxes are payable annually or semi-annually. 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 circumstances, State statute permits alternate payment dates to be established.

Public utility tangible personal property is assessed at varying percentages of true value; public utility real property is assessed at 35 percent of true value. 2009 public utility property taxes which became a lien on December 31, 2008, are levied after October 1, 2009, and are collected in 2010 with real property taxes.

The full tax rate for all Township operations for the years ended December 31, 2009 was \$12.45 per \$1,000 of assessed value. The assessed values of real property, public utility property and tangible personal property upon which 2009 property tax receipts were based are as follows:

Real Property:	
Residential/Agricultural	\$614,526,850
Commercial/Industrial/Mineral	113,289,570
Tangible Personal Property:	
Business	1,283,745
Public Utility	<u>14,262,050</u>
Total Assessed Value	<u>\$743,362,215</u>

The County Treasurer collects property taxes on behalf of all taxing districts in the County, including the Township. The County Auditor periodically remits to the Township its portion of taxes collected.

**Plain Township  
Stark County**  
Notes to the Financial Statements  
For the Year Ended December 31, 2009

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**Note 6 – Risk Management**

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

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

The Township belongs to the Ohio Township Association Risk Management Authority (OTARMA), a risk-sharing pool available to Ohio townships. OTARMA provides property and casualty coverage for its members. American Risk Pooling Consultants, Inc. (ARPCO), a division of York Insurance Services Group, Inc. (York), functions as the administrator of OTARMA and provides underwriting, claims, loss control, risk management, and reinsurance services for OTARMA. OTARMA is a member of the American Public Entity Excess Pool (APEEP), which is also administered by ARPCO. Member governments pay annual contributions to fund OTARMA. OTARMA pays judgments, settlements and other expenses resulting from covered claims that exceed the members' deductibles.

**Casualty and Property Coverage**

APEEP provides OTARMA with an excess risk-sharing program. Under this arrangement, OTARMA retains insured risks up to an amount specified in the contracts. At December 31, 2009, OTARMA retained \$350,000 for casualty claims and \$150,000 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, 2009 and 2008.

	<b><u>2009</u></b>	<b><u>2008</u></b>
Assets	\$38,982,088	\$40,737,740
Liabilities	<u>(12,880,766)</u>	<u>(12,981,818)</u>
Net Assets	<u>\$26,101,322</u>	<u>\$27,755,922</u>

At December 31, 2009 and 2008, respectively, the liabilities above include approximately \$12.0 and \$12.1 million of estimated incurred claims payable. The assets above also include approximately \$11.5 and \$10.9 million of unpaid claims to be billed to approximately 950 member governments in the future, as of December 31, 2009 and 2008, respectively. These amounts will be included in future contributions from members when the related claims are due for payment. As of December 31, 2009, the Township's share of these unpaid claims collectible in future years is approximately \$61,000.

**Plain Township  
Stark County**  
Notes to the Financial Statements  
For the Year Ended December 31, 2009

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**Note 6 – Risk Management** (continued)

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.

**Contributions to OTARMA**

<b><u>2009</u></b>	<b><u>2008</u></b>
\$56,683	\$62,009

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.

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.

The Township is self insured for health insurance coverage that includes prescriptions, dental and vision. From January through June, Plain Township contracted with AultCare to process claims and from July through December, Benefit Services, a division of Medical Mutual Services processed claims for Plain Township. The Self Insurance Fund pays covered claims to service providers and recovers these costs from charges to other funds based on an actuarial method or historical cost information and adjusted over a reasonable period of time so the internal service fund receipts and disbursements are approximately equal.

**Note 7 – Defined Benefit Pension Plan**

**A. Ohio Public Employees Retirement System**

Plan Description – The Township participates in the Ohio Public Employees Retirement System (OPERS). OPERS administers three separate pension plans. The Traditional Pension 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. Under the Combined Plan, OPERS invests employer contributions to provide a formula retirement benefit similar in nature to, the Traditional Pension Plan benefit. Member contributions, the investment of which is self-directed by the members, 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 Pension 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. Interested parties may obtain a copy by writing to OPERS, 277 East Town Street, Columbus, Ohio 43215-4642, or by calling 614-222-5601 or 800-222-7377.

**Plain Township  
Stark County**  
Notes to the Financial Statements  
For the Year Ended December 31, 2009

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**Note 7 – Defined Benefit Pension Plan** (continued)

Funding Policy – The Ohio Revised Code provides statutory authority for member and employer contributions and currently limits the employer contribution to a rate not to exceed 14 percent of covered payroll for state and local employer units and 17.63 percent of covered payroll for law and public safety employer units. Member contribution rates, as set in the Ohio Revised Code, are not to exceed 10 percent. For the year ended December 31, 2009, members in state and local classifications contributed 10 percent of covered payroll while public safety and law enforcement members contributed 10.1 percent. While members in the state and local divisions may participate in all three plans, law enforcement and public safety divisions exist only within the Traditional Pension Plan. For 2009, member and employer contribution rates were consistent across all three plans.

The Township's required contributions for pension obligations to the Traditional Pension and Combined Plans for the years ended December 31, 2009, 2008, and 2007 were \$283,994, \$264,475, and \$247,092, respectively. The full amount has been contributed for 2009, 2008, and 2007. No payments were made to the Member-Directed Plan.

**B. Ohio Police and Fire Pension Fund**

Plan Description - The Township contributes to the Ohio Police and Fire Pension Fund (OP&F), a cost-sharing multiple-employer defined benefit pension plan. OP&F provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefit provisions are established by the Ohio State Legislature and are codified in Chapter 742 of the Ohio Revised Code. OP&F issues a publicly available financial report that includes financial information and required supplementary information for the plan. That report may be obtained by writing to the Ohio Police and Fire Pension Fund, 140 East Town Street, Columbus, Ohio 43215-5164.

Funding Policy - Plan members are required to contribute 10 percent of their annual covered salary, while the Township is required to contribute 24 percent for firefighters. Contributions are established by State statute. The Township's contributions to the Fund for firefighters were \$537,622 for the year ended December 31, 2009; \$525,828 for the year ended December 31, 2008 and \$453,942 for the year ended December 31, 2007. The full amount has been contributed for 2009, 2008 and 2007. For 2009, a portion of the Township's contribution equal to 6.75 percent of covered payroll was allocated to fund the postemployment healthcare plan.

**Note 8 - Postemployment Benefits**

**A. Ohio Public Employees Retirement System**

Plan Description – Ohio Public Employees Retirement System (OPERS) administers three separate pension plans: The Traditional Pension Plan—a cost sharing, multiple-employer defined benefit pension plan; the Member-Directed Plan—a defined contribution plan; and the Combined Plan—a cost sharing, multiple employer defined benefit pension plan that has elements of both a defined benefit and defined contribution plan.

OPERS maintains a cost-sharing multiple-employer defined benefit post-employment health care plan which includes a medical plan, prescription drug program and Medicare Part B premium reimbursement to qualifying members of both the Traditional Pension and the Combined Plans. Members of the Member-Directed Plan do not qualify for ancillary benefits.

In order to qualify for post-employment health care coverage, age-and-service retirees under the Traditional Pension and Combined Plans must have 10 or more years of qualifying Ohio service credit. Health care coverage for disability benefit recipients and qualified survivor benefit recipients is available. The health care coverage provided by OPERS meets the definition of an Other Post Employment Benefit (OPEB) as described in GASB Statement 45.

**Plain Township  
Stark County**  
Notes to the Financial Statements  
For the Year Ended December 31, 2009

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**Note 8 - Postemployment Benefits** (continued)

The Ohio Revised Code permits, but does not mandate, OPERS to provide OPEB benefits to its eligible members and beneficiaries. Authority to establish and amend benefits is provided in Chapter 145 of the Ohio Revised Code.

OPERS issues a stand-alone financial report. Interested parties may obtain a copy by writing OPERS, 277 East Town Street, Columbus OH 43215-4642, or by calling 614-222-5601 or 800-222-7377.

Funding Policy – The Ohio Revised Code provides the statutory authority requiring public employers to fund post retirement health care through their contributions to OPERS. A portion of each employer's contribution to OPERS is set aside for the funding of post retirement health care benefits.

Employer contribution rates are expressed as a percentage of the covered payroll of active members. In 2009, state and local employers contributed at a rate of 14.00% of covered payroll, and public safety and law enforcement employers contributed at 17.63%. The Ohio Revised Code currently limits the employer contribution to a rate not to exceed 14.0% of covered payroll for state and local employer units and 18.1% of covered payroll for law and public safety employer units. Active members do not make contributions to the OPEB Plan.

OPERS' Post Employment Health Care plan was established under, and is administrated in accordance with, Internal Revenue Code 401(h). Each year, the OPERS Retirement Board determines the portion of the employer contribution rate that will be set aside for funding of post employment health care benefits. The portion of employer contributions allocated to health care was 7.00% from January 1 through March 31, 2009 and 5.5% from April 1 through December 31, 2009. The OPERS Retirement Board is also authorized to establish rules for the payment of a portion of the health care coverage by the retiree or their surviving beneficiaries. Payment amounts vary depending on the number of covered dependents and the coverage selected.

The Township's contributions allocated to fund post-employment health care benefits for the years ended December 31, 2009, 2008, and 2007 were \$119,176, \$132,238, and \$98,025, respectively; 100 percent for 2009, 2008 and 2007.

The Health Care Preservation Plan (HCPP) adopted by the OPERS Retirement Board on September 9, 2004, was effective January 1, 2007. Member and employer contribution rates increased on January 1 of each year from 2006 to 2008. Rates for law and public safety employers increased over a six year period beginning on January 1, 2006, with a final rate increase on January 1, 2011. These rate increases allowed additional funds to be allocated to the health care plan.

**B. Ohio Police and Fire Pension Fund**

Plan Description - The Township contributes to the Ohio Police and Fire pension Fund (OP&F) sponsored healthcare program, a cost-sharing multiple-employer defined postemployment health care plan administered by OP&F. OP&F provides healthcare benefits including coverage for medical, prescription drugs, dental, vision, Medicare Part B Premium and long term care to retirees, qualifying benefit recipients and their eligible dependents.

OP&F provides access to post-retirement health care coverage for any person who receives or is eligible to receive a monthly service, disability, or survivor benefit check or is a spouse or eligible dependent child of such person. The health care coverage provided by OP&F meets the definition of an Other Post Employment Benefit (OPEB) as described in GASB Statement 45.

**Plain Township  
Stark County**  
Notes to the Financial Statements  
For the Year Ended December 31, 2009

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**Note 8 - Postemployment Benefits** (continued)

The Ohio Revised Code allows, but does not mandate OP&F to provide OPED benefits. Authority for the OP&F Board of Trustees to provide health care coverage to eligible participants and to establish and amend benefits are codified in Chapter 742 of the Ohio Revised Code.

OP&F issues a publicly available financial report that includes financial information and required supplementary information for the Plan. That report may be obtained by writing to OP&F, 140 East Town Street, Columbus, Ohio 43215-5164.

Funding Policy - The Ohio Revised Code provides for contribution requirements of the participating employers and of plan members to the OP&F (defined benefit pension plan). Participating employers are required to contribute to the pension plan at rates expressed as percentages of the payroll of active pension plan members, currently 24.00% of covered payroll for fire employers. The Ohio Revised Code states that the employer contribution may not exceed 24.00% of covered payroll for fire employer units. Active members do not make contributions to the OPEB Plan.

OP&F maintains funds for health care in two separate accounts. One for health care benefits under an IRS Code Section 115 trust and one for Medicare Part B Requirements administrated as an Internal Revenue Code 401(h) account, both of which are within the defined benefit pension plan, under the authority granted by the Ohio Revised Code to the OP&F Board of Trustees.

The Board of Trustees is authorized to allocate a portion of the total employer contributions made into the pension plan to the Section 115 trust and the Section 401(h) account as the employer contribution for retiree healthcare benefits. For the year ended December 31, 2009 the employer contributions allocated to the healthcare plan was 6.75% of covered payroll. The amount of employer contributions allocated to the health care plan each year is subject to the Trustees' primary responsibility to ensure that pension benefits are adequately funded and is limited by the provisions of Sections 115 and 401(h).

The OP&F Board of Trustees also is authorized to establish requirements for contributions to the healthcare plan by retirees and their eligible dependents, or their surviving beneficiaries. Payment amounts vary depending on the number of covered dependents and the coverage selected.

The Township's contributions to OP&F for the years ending December 31, 2009, 2008, and 2007 were \$537,633, \$525,828, and \$453,942, respectively, of which \$151,209, \$147,758, and \$127,558 respectively, was allocated to the healthcare plan. The full amount has been contributed for 2009, 2008 and 2007.

**Note 9 - Debt**

The Township had no debt in 2009.

**Note 10 - Leases**

During 2008 Plain Township Trustees entered into a five year lease agreement with Key Government Finance, Inc. for the purchase of a Vactor Sewer Cleaner at a total cost of \$299,043 with yearly payments of \$64,864 each. Future lease payments are as follows:

<u>Year</u>	<u>Amount</u>
2010	\$64,864
2011	64,864
2012	<u>64,864</u>
Total	\$194, 592

**Plain Township**  
**Stark County**  
Notes to the Financial Statements  
For the Year Ended December 31, 2009

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**Note 11 – Interfund Transfers**

No fund transfers were made in 2009.

**Note 12 – Contingent Liabilities**

Amounts grantor agencies pay to the Township are subject to audit and adjustment by the grantor, principally the federal government. Grantors may require refunding any disallowed costs. Management cannot presently determine amounts grantors may disallow. However, based on prior experience, management believes any refunds would be immaterial.

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# Dave Yost • Auditor of State

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

Plain Township  
Stark County  
2600 Easton Street N.E.  
Canton, Ohio 44721

To the Board of Trustees:

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Plain Township, Stark County, Ohio, (the Township) as of and for the year ended December 31, 2009, which collectively comprise the Township's basic financial statements and have issued our report thereon dated November 15, 2011, wherein we noted the Township uses a comprehensive accounting basis other than generally accepted accounting principles. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the Comptroller General of the United States' *Government Auditing Standards*.

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

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

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. Therefore, we cannot assure that we have identified all deficiencies, significant deficiencies or material weaknesses. However, as described in the accompanying schedule of findings we identified a certain deficiency in internal control over financial reporting, that we consider a material weakness.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent, or detect and timely correct misstatements. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and timely corrected. We consider finding 2009-001 described in the accompanying schedule of findings to be a material weakness.

### **Compliance and Other Matters**

As part of reasonably assuring whether the Township's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could directly and materially affect the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and accordingly, we do not express an opinion. The results of our tests disclosed no instances of noncompliance or other matters we must report under *Government Auditing Standards*.

We did note certain matters not requiring inclusion in this report that we reported to the Township's management in a separate letter dated November 15, 2011.

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

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

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

**Dave Yost**  
Auditor of State

November 15, 2011

**PLAIN TOWNSHIP  
STARK COUNTY**

**SCHEDULE OF FINDINGS  
DECEMBER 31, 2009**

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

**FINDING NUMBER 2009-001**

**Material Weakness**

Although properly recorded in the Township's financial accounting system, during testing of the Township's financial statements, the following issues were noted, and corrections were posted to the financial statements:

- General Government intergovernmental revenues including liquor permit fees, permissive motor vehicle license revenues, and cigarette license fees, totaling \$236,996 were misclassified as charges for services rather than operating grants and contributions (\$219,137) and grants and entitlements not restricted to specific programs (\$17,859) on the statement of activities .
- General Government intergovernmental revenues including homestead and rollback, estate tax, and local government monies totaling \$886,474 were misclassified as operating grants and contributions rather than grants and entitlements not restricted to specific programs on the statement of activities.
- Public Works intergovernmental revenues including motor vehicle license and gas tax, totaling \$485,085 were misclassified as charges for services rather than operating grants and contributions on the statement of activities.
- The current year internal service fund activity was reflected at gross rather than net on the statement of activities resulting in total expenses being over stated by \$894,588 and total revenues being over stated by \$895,051.
- The remaining fund information opinion unit on the statement of cash receipts, disbursements and changes in cash basis fund balances included EMS receipts in the amount of \$190,417 as licenses fees and permits rather than charges for services.
- Adjustments were made to all budget and actual statements to (1) reflect current year encumbrances as disbursements; (2) reflect the actual current year unencumbered fund balance at the beginning of the year rather than the total fund balance; and (3) include the prior year encumbrances appropriated.

In order to correct these issues, the Township should:

- Ensure revenues are properly classified on the statement of activities and statement of cash receipts, disbursements and changes in cash basis fund balances.
- Ensure internal service fund is properly reflected at net on the statement of activities.
- Ensure required budgetary presentations are accurately presented.
- Ensure someone other than the preparer reviews the Township's draft report.

These actions would help enhance and ensure the accuracy of the Township's annual financial statements.

**Official's Response:** Closer attention will be paid to these items in the future. We have registered for the GASB 54 Training session to be held on December 8, 2011 in New Philadelphia.



# Dave Yost • Auditor of State

PLAIN TOWNSHIP

STARK 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 13, 2011